

TABLE OF CONTENTS

Budget Message from Mayor

General Overview	Section I
Overview - City of Revere	I - 1
- Economic Development	I - 4
- Property Taxation	I - 7
- City Finances	I - 16
- Indebtedness	I - 21
- Retirement System	I - 29
Five Year Forecast - Summary Spreadsheet	I - 35
Five Year Forecast - Narrative	I - 39

Department Detail	Section II
<u>General Government:</u>	
111 City Council	II - 1
121 Mayor's Office	II - 5
122 Regional Schools	II - 9
125 Human Resources	II - 11
127 Office of Innovation & Data Management	II - 15
135 Chief Financial Officer/Auditing	II - 21
138 Purchasing	II - 26
140 Information Technology	II - 30
141 Assessors	II - 35
145 Treasurer/Collector	II - 39
151 Solicitor's Office	II - 44
161 City Clerk	II - 48
162 Election Commission	II - 52
165 License Commission	II - 59
171 Conservation Commission	II - 62
176 Zoning Board of Appeals	II - 64
182 Office of Strategic Plan. & Econ. Development	II - 67
184 Engineering	II - 75
<u>Public Safety:</u>	
210 Police Department	II - 80
220 Fire Department	II - 85
230 Regional Emergency Comm. Ctr. (RECC)	II - 92

TABLE OF CONTENTS

241 Municipal Inspections	II - 93
295 Parking Control	II - 98

Department Detail (continued)	Section	II
--------------------------------------	----------------	-----------

Department of Public Works:

420 Public Works Administration	II - 103
421 Public Works Snow & Ice	II - 108
422 Public Works Highway	II - 109
423 Public Works Open Space	II - 111
424 Public Works Facilities/ Public Property	II - 113

Human Services:

522 Public Health Initiatives	II - 116
525 Substance Use Initiatives	II - 121
541 Elder Affairs	II - 125
543 Veterans' Affairs	II - 129
549 Commission on Disability	II - 133
590 Consumer Affairs	II - 137

Cultural & Recreational:

610 Library	II - 141
650 Parks & Recreation Services	II - 145
690 Historical and Cultural Resources	II - 149

Other

700 Debt Service	II - 150
900 Unclassified	II - 151
911 Retirement & Pension	II - 152

Revere Public Schools	Section	III
------------------------------	----------------	------------

Enterprise Funds	Section	IV
-------------------------	----------------	-----------

Enterprise Funds Overview	IV - 1
Water/Sewer Enterprise:	
Budget Summary	IV - 3
Expenditure Detail	IV - 9
Debt Service Detail	IV - 12

TABLE OF CONTENTS		
--------------------------	--	--

Solid Waste Enterprise:

Budget Summary	IV - 13
----------------	---------

Expenditure Detail	IV - 17
--------------------	---------

Revenue Detail	Section V
-----------------------	------------------

Debt	Section VI
-------------	-------------------

To be delivered by end of week	VI -
--------------------------------	------

VI -

VI -

Financial Policies	Section VII
---------------------------	--------------------

Financial Policies	VII - 1
--------------------	---------

Basis of Accounting & Basis of Budgeting	VII - 5
--	---------

Capital Improvement Plan	Section VIII
---------------------------------	---------------------

To be delivered by end of week	VIII -
--------------------------------	--------

VIII -

Appendix	Section IX
-----------------	-------------------

Budget Summary - YTD expenditures FY2019 through FY2020 period 10	IX - 1
---	--------

Employee Listing	IX - 9
------------------	--------

Full Time Equivalent Chart	IX - 14
----------------------------	---------

Glossary	Section X
-----------------	------------------

Glossary of Terms	X - 1
-------------------	-------

CITY OF REVERE, MASSACHUSETTS

The City of Revere is located on the eastern coast of Massachusetts and is bordered by Boston, Winthrop, and Chelsea on the south, Everett and Malden on the west, Saugus and Lynn on the north, and the Atlantic Ocean on the east. The City has a population of approximately 51,755 (according to the 2010 U.S. Census) and occupies a land area of 5.95 square miles. Settled in 1626 and originally a part of Chelsea, Revere was established as a separate town in 1871 and incorporated as a city in 1915. It is primarily a residential suburb of Boston.

Form of Government

The City operates under the Plan B form of government with an elected Mayor and an eleven member City Council. The Mayor is elected for a four year term and Councillors are elected for two year terms.

Principal Executive Officers

<u>Title</u>	<u>Name</u>	<u>Manner of Selection</u>	<u>First Took Office</u>	<u>Term Expires</u>
Mayor	Brian Arrigo	Elected	January 2016	January 2022
CFO/City Auditor	Richard Viscay	Appointed by Mayor	November, 2017	November 2020
Treasurer/Collector	Cathy Bowden	Appointed by Mayor	March 2020	May 2020
Clerk	Ashley Melnik	Elected by Council	January 2010	Tenured

Municipal Services

The City provides general governmental services for the territory within its boundaries, including police and fire protection, disposal of solid waste, public education, street maintenance, parks and recreational facilities.

The City is located in Suffolk County, but is not assessed any of the costs of county operations, the County tax being paid in its entirety by the City of Boston. The principal services provided by the County are a jail, a house of correction and a registry of deeds. Complete sewer and water services are provided by the City via connections to the Massachusetts Water Resources Authority (MWRA).

The City has a service agreement with Refuse Energy Systems Company (RESCO), under which RESCO is required to accept the City's municipal solid waste for disposal at its Saugus incineration facility.

Education

The Revere Public School system consists of a total of seven schools: six elementary schools, two of which are K-8, and one high school. There are also two parochial schools located in the City. The Northeast Metropolitan Regional Vocational School District has 1,261 students, approximately 221 of whom are from Revere.

Student Enrollments

	2015-16	2016-17	2017-18	2018-19	2019-20
Beachmont/RumneyMarsh-Mid	916	963	971	937	970
Garfield-Elem/Middle	1,278	1,385	1,306	1,291	1,326
Lincoln/Anthony-Middle	1,162	1,226	1,266	1,265	1,240
Hill (formerly McKinley)	654	696	712	722	698
Paul Revere	473	494	472	478	461
Whelan	690	730	754	786	752
RHS	1,769	1,837	1,992	1,978	2,019
Seacoast	109	121	82	90	65
Total	<u>7,051</u>	<u>7,452</u>	<u>7,555</u>	<u>7,547</u>	<u>7,531</u>

Industry and Commerce

The following table lists the major categories of income and employment from 2014 to 2018. Due to the reclassification the U.S. Department of Labor now uses the North American Industry Classification System (NAICS) as the basis for the assignment and tabulation of economic data by industry.

Industry	Calendar Year Average				
	2014	2015	2016	2017	2018
Natural Resources and Mining	-	-	-	-	-
Construction	340	373	413	467	735
Manufacturing	364	-	-	-	-
Trade, Transportation and Utilities	2,223	2,952	2,945	2,929	2,594
Information	237	227	285	265	253
Financial Activities	414	402	366	282	279
Professional and Business Services	679	621	740	742	755
Education and Health Services	2,564	2,671	2,783	2,781	2,762
Leisure and Hospitality	1,426	1,473	1,507	1,528	1,564
Other Services	366	389	414	419	405
Total Employment	<u>9,080</u>	<u>9,575</u>	<u>9,920</u>	<u>9,880</u>	<u>9,814</u>
Number of Establishments	874	955	1,033	1,058	1,140
Average Weekly Wages	<u>\$ 715</u>	<u>\$ 747</u>	<u>\$ 758</u>	<u>\$ 797</u>	<u>\$ 795</u>
Total Wages	<u>\$ 338,189,791</u>	<u>\$ 392,920,481</u>	<u>\$ 410,700,467</u>	<u>\$ 428,862,219</u>	<u>\$ 409,654,945</u>

Economic Development

Recognizing that the City of Revere needs commercial development to ensure a solid tax base, the City has taken an aggressive approach in recent years to expand and diversify the commercial tax base. These efforts have yielded significant success and many future prospects for further economic growth. In virtually every corner of the City, economic development is moving forward. The City of Revere has experienced a building boom in recent years. With developers looking to capitalize on the expansion of Boston's affordable housing crisis, the City of Revere has become a very desirable location with its ideal access to Boston via its 3 MBTA stations and bus lines and 3 mile crescent beach as well as its close proximity to Logan Airport and major highways.

One of the largest mixed-use master developments in the Commonwealth has been approved by the Revere City Council in 2018 at the 160 acre Suffolk Downs Race Track, 52 acres of which are located in Revere. The City of Revere has recently approved a master planned unit development by the HYM Investment Group, LLC for the construction of 5.8 million gross square feet of mixed use development on the 52 acre Revere portion of the Suffolk Downs site. This master planned development will be constructed in 4 phases beginning at Beachmont Square adjacent to the Beachmont T Station. The total mixed-use project will consist of 2.9 million gross square feet of commercial uses including an Innovation Center, hotels, office buildings, restaurants, and retail and 2.9 million gross square feet of residential uses. Construction of the first phase is slated to start in 2020.

Also on the horizon is the development of the vacant 34 acre former Wonderland Greyhound Racetrack. This site represents a key opportunity for further economic development in the City of Revere given its prime location on Route 1A and ideal access to the adjacent Wonderland T Station and Commuter Rail. The City is currently undertaking a master plan and rezoning of this site to pursue development options.

In the City's center, the New England Confectionary Company (NECCO), the internationally famous candy manufacturer, recently sold its 800,000 gsf building to a real estate investment firm who has signed a long term lease with Amazon for the operation of a major Amazon distribution center.

Many development projects are in the planning, design and construction phase along Revere Beach. After lengthy negotiations, the City has completed an agreement with the Commonwealth's Department of Conservation and Recreation and the MBTA for the development of almost 9 acres of surface parking lots east of the Wonderland Train Station. The Governor's Office of Commonwealth Development has identified this site as one of its priority Transit Oriented Development locations and has worked closely with the City in the development of a Request for Proposals for dense mixed-use development on the site. The City of Revere has designated Eurovest

Development as the master developer of the site known as Waterfront Square. Development on this site has been ongoing for the last several years. More recently completed developments include 650 Ocean Avenue consisting of 230 luxury rental units along with the Vanguard Development at 660 Ocean Avenue consisting of 194 luxury rental units. These developments have provided substantial growth for the City and sparked a development explosion along the Revere Beach waterfront area. In addition to these two residential development projects, two other projects have begun construction in the Waterfront Square Transit Oriented Development site. They include the construction of a 305 unit residential mixed-use development at 500 Ocean Avenue including 3,000 s.f of commercial space being developed by Gate Residential with a projected completion in 2020. Right next door at 400 Ocean Avenue is the development of a 172 room Marriott Hotel with a 3,000 s.f. restaurant by the Lixi Hotel Group which is also projected for completion in 2020. Both of these projects are being built adjacent to the pedestrian plaza and bridge that connects the

Wonderland T Station to the waterfront. The final two parcels in the Waterfront Square development area are being developed as 213 unit mixed use residential development at 646 Ocean Ave. a 230 mixed use residential development at 656 Ocean Ave. Construction of these parcels are projected in 2020 with occupancy expected in 2021.

Both the southern and northern ends of Revere Beach are experiencing aggressive development growth as well including the completion of a 234 unit luxury apartment project at 540 Revere Beach Boulevard called the “Beach House” by Baystone Development. Adjacent to the “Beach House” development is an approximate 3 acre vacant site at 580 Revere Beach Boulevard that is primed for a 300 unit residential development project that is currently in the planning stage.

On the southerly end of Revere Beach there are a number of commercial and residential mixed-use projects in various stages of design, permitting and construction including a 172 room Sunrise/Great Western hotel at 58 Revere Beach Boulevard which is in the design and permitting stage with construction expected in 2020. Projects in the construction stage include a 75 unit residential project at 90 Ocean Avenue which is slated for occupancy in 2020. Adjacent to this site at 60 Ocean Avenue and 21 Revere Beach Boulevard is a 200 residential mixed-use project with first floor commercial space currently in the construction stage by Gate Residential with a projected occupancy in 2020. Other proposed developments along the waterfront on Revere Beach Boulevard include a 145 unit mixed-use development at 320 Revere Beach Boulevard which is also under construction with projected occupancy in 2020.

In addition to the aforementioned developments, there are a number of additional projects that are currently in the construction phase and/or completed including: Construction is completed for 195 residential units at 205 Revere Beach Parkway by Gate Residential and a 162 room Staybridge Suites/Holiday Inn by XSS Hotels is presently under construction right next door at 245 Revere Beach Parkway with a projected completion in 2020; Completion of a 35 unit mixed use residential development at 43 Nahant Ave. is occupied ; Completion of a new 15,000 gsf East Boston Neighborhood Health Center located at 10 Garofalo Way is occupied; Construction of a 100 room LaQuinta hotel at 125 Squire Road is slated for construction in 2020; Construction of a 110 room Avid hotel is currently underway at 405 American Legion Highway with a projected completion date in 2020. Construction of a fast food/take out/drive thru restaurant and car wash is currently underway at 1141 Revere Beach Parkway with a projected completion in 2019; Construction of a 6 unit mixed use residential building has been completed in 2018 at 7-9 Dehon St.; Construction of a 31 unit condominium at 450 American Legion Highway which is slated for completion in 2020; Construction of 22 unit mixed use residential development at 14 Yeaman Street is currently underway with occupancy expected in 2020.

There are a number of projects that are in the construction stage in addition to the ones previously mentioned along the beachfront. These projects include: Construction of a self-service warehouse storage facility at 320 Charger Street has been completed in 2019; Construction of a 52 unit residential development at 571 Revere Street which is slated for occupancy in 2021; Construction of a 13 unit residential development at 1064 North Shore Road completed in 2019; Construction of 34 condominium units at 439 Revere Beach Boulevard; and construction of a medical marijuana facility at 40 Railroad Avenue.

Projects that have been recently completed include: Construction of 37 additional hotel rooms at the Hampton Inn at 230 Lee Burbank Highway; Construction of 22 condominiums at 770 Washington Avenue; Construction of a mixed use residential development comprised of 8 residential units at 17-19 Dehon Street; Construction of a 231 unit residential development on Ward Street.

Largest Employers

<u>Name</u>	<u>Nature of Business</u>	<u>Employment</u>
Market Basket	Supermarket	210
Mass General Hospital	Medical	200
Price Rite	Supermarket	183
Lighthouse Nursing	Nursing	182
Target	Retail	170
Stop & Shop (Squire Road)	Supermarket	150
Annemark Nursing	Nursing Home	135
Showcase Cinema	Cinemas	103
BeDriven North Shore	Livery	102
OceanAir	Shipping/Logistics	100

Labor Force, Employment and Unemployment Rate

According to the Massachusetts Department of Employment and Training, in November 2019, the City had a total labor force of 30,271 of whom 29,537 were employed and 734 or 2.4% were unemployed as compared with 2.3% for the Commonwealth. The following table sets forth the City's average labor force and average annual unemployment rates for calendar years 2014 through 2018 and the unemployment rates for the Commonwealth and the nation as a whole for the same period:

<u>Year</u>	<u>City of Revere</u>			<u>Massachusetts</u>	<u>U.S.</u>
	<u>Labor Force</u>	<u>Employment</u>	<u>Rate</u>	<u>Unemployment</u>	<u>Unemployment</u>
2018	29,843	28,858	3.3%	3.3%	3.9%
2017	28,351	27,326	3.6	3.7	4.4
2016	28,056	27,016	3.7	3.9	4.9
2015	28,456	27,036	5.0	4.6	4.8
2014	28,399	26,734	5.9	5.8	6.2

Building Permits

The following table sets forth the estimated dollar value of new construction and alterations of building permits for the shown years. The estimated dollar values are builders' estimates and are generally considered to be conservative. Permits issued and estimated valuations shown are for both private construction and City projects.

<u>Fiscal Year</u>	<u>Commercial</u>	<u>%</u>	<u>Residential</u>	<u>%</u>	<u>Total</u>
2019	\$170,380,086	88%	\$23,277,123	12%	\$193,657,209
2018	89,571,674 (1)	78	25,406,328	22	114,978,002
2017	22,354,410	51	21,908,970	49	44,263,380
2016	36,533,823	60	24,549,472	40	61,083,295
2015	78,940,251	80	19,961,122	20	98,901,373
2014	83,016,985	87	12,895,918	13	95,912,903

Income Levels and Population

	<u>Revere</u>	<u>Massachusetts</u>	<u>United States</u>
Median Family Income			
2010	\$58,345	\$81,165	\$51,144
2000	45,865	61,664	50,046
1990	37,213	44,367	35,225
1980	19,004	21,166	19,908
Per Capita Income			
2010	\$25,085	\$33,966	\$27,334
2000	19,698	25,952	21,587
1990	14,723	17,224	14,420
1980	6,660	7,459	7,313

Population Trends

<u>2010</u>	<u>2000</u>	<u>1990</u>	<u>1980</u>	<u>1970</u>
51,755	47,283	42,786	42,423	43,159

On the basis of the 2010 Federal Census, the City has a population density of 8,745 persons per square mile.

PROPERTY TAXATION

The principal revenue source of the City is the tax on real and personal property. The amount to be levied in each year is the amount appropriated or required by law to be raised for municipal expenditures less estimated receipts from other sources and less appropriations voted from funds on

hand. The total amount levied is subject to certain limits prescribed by law. See "Tax Limitations" herein. As to the mandatory inclusion of debt service and final judgments, see "Security and Remedies," above.

The estimated receipts for a fiscal year from sources other than the property tax may not exceed the actual receipts during the preceding fiscal year from the same sources unless approved by the State Commissioner of Revenue. Excepting special funds, the use of which is otherwise provided for by law, the deduction for appropriations voted from funds on hand for a fiscal year cannot exceed "free cash" as of the beginning of the prior fiscal year as certified by the State Director of Accounts plus up to nine months' collections and receipts on account of earlier years' taxes after that date. Subject to certain adjustments, free cash is surplus revenue less uncollected overdue property taxes from earlier years.

Tax Levy Computation :

The following table illustrates the trend in the manner in which the tax levy was determined in recent years.

	Fiscal 2016	Fiscal 2017	Fiscal 2018	Fiscal 2019	Fiscal 2020
GROSS AMOUNT TO BE RAISED:					
Appropriations (1)	\$ 174,612,857	\$ 174,552,781	\$ 191,964,207	\$ 198,650,367	\$ 211,584,086
Local Expenditures	813,235	797,357	1,080,928	190,187	364,345
State & County Charges	8,300,552	9,488,767	10,466,333	11,954,784	12,817,554
Overlay Reserve	720,083	794,822	553,493	739,949	742,782
Total Gross Amount to be Raised	<u>\$ 184,446,727</u>	<u>\$ 185,633,727</u>	<u>\$ 204,064,961</u>	<u>\$ 211,535,287</u>	<u>\$ 225,508,767</u>
LESS RECEIPTS & OTHER REVENUE:					
Estimated Receipts - State (2)	\$ 65,198,230	\$ 68,513,818	\$ 72,940,728	\$ 77,864,123	\$ 82,188,178
Estimated Receipts - Local	38,038,584	36,787,462	42,685,258	41,347,124	44,664,512
Available Funds Appropriated (3):					
Other Available Funds	5,585,881	-	1,375,551	4,700,796	5,837,644
Free Cash	74,166	1,072,000	4,412,074	1,273,000	2,356,109
Other Revenues to Reduce Tax Rate	-	-	-	-	-
Total Estimated Receipts & Revenue	<u>\$ 108,896,861</u>	<u>\$ 106,373,280</u>	<u>\$ 121,413,611</u>	<u>\$ 125,185,043</u>	<u>\$ 135,046,443</u>
NET AMOUNT TO BE RAISED (TAX LEVY)	<u>\$ 75,549,866</u>	<u>\$ 79,260,447</u>	<u>\$ 82,651,350</u>	<u>\$ 86,350,244</u>	<u>\$ 90,462,324</u>

Assessed Valuations and Tax Levies

Property is classified for the purpose of taxation according to its use. The legislature has in substance created three classes of taxable property: (1) residential real property, (2) open space land, and (3) all other (commercial, industrial and personal property). Within limits, cities and towns are given the option of determining the share of the annual levy to be borne by each of the three categories. The share required to be borne by residential real property is at least 50 per cent of its share of the total taxable valuation; the effective rate for open space must be at least 75 per cent of the effective rate for

residential real property; and the share of commercial, industrial and personal property must not exceed 175 percent of their share of the total valuation. A city or town may also exempt up to 20 percent of the valuation of residential real property (where used as the taxpayer's principal residence) and up to 10 percent of the valuation of commercial real property (where occupied by certain small businesses). Property may not be classified in a city or town until the State Commissioner of Revenue certifies that all property in the city or town has been assessed at its fair cash value. Such certification must take place every five years, or pursuant to a revised schedule as may be issued by the Commissioner.

Related statutes provide that certain forest land, agricultural or horticultural land (assessed at the value it has for these purposes) and recreational land (assessed on the basis of its use at a maximum of 25 percent of its fair cash value) are all to be taxed at the rate applicable to commercial property. Land classified as forest land is valued for this purpose at five percent of fair cash value but not less than ten dollars per acre.

Local assessed valuations are determined annually as of January 1 and used for the fiscal year beginning on the next July 1. The City completed professional revaluations of all real and personal property to full value for use in fiscal 1984, and most recently for use in fiscal 2018. The City's local tax rates in said fiscal years are believed to have approximated full value tax rates. (See "Tax limitations," below.)

The City has used multiple tax rates under classification since fiscal 1983 when it revalued all real and personal property in the City to full value.

The following table sets forth the trend in the City's assessed and equalized valuations.

<u>Fiscal Year</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>Total</u>	<u>Equalized Valuation(2)</u>	<u>Local Assessed Valuation as a Percent of Equalized Valuation</u>
2020	\$ 7,136,951,122	\$ 98,884,337	\$ 7,235,835,459	\$ 6,112,000,400	118.4 %
2019	6,293,631,753	88,969,147	6,382,600,900	6,112,000,400	104.4
2018 (1)	5,622,705,384	80,577,857	5,703,283,241	4,891,574,500	116.6
2017	4,957,369,684	81,625,159	5,038,994,843	4,891,574,500	103.0
2016	4,532,417,436	73,616,395	4,606,033,831	4,135,457,600	111.4

Tax Rates per \$1,000 Valuation (Classified)

	<u>Fiscal 2016</u>	<u>Fiscal 2017</u>	<u>Fiscal 2018</u>	<u>Fiscal 2019</u>	<u>Fiscal 2020</u>
Residential	\$14.45	\$13.99	\$12.96	\$12.11	\$11.26
Commercial	28.70	27.53	25.36	23.68	21.88

Industrial	28.70	27.53	25.36	23.68	21.88
Personal	28.70	27.53	25.36	23.68	21.88

Largest Taxpayers

The following is a list of the 10 largest taxpayers in the City based upon assessed valuations for fiscal 2020. All of the taxpayers listed below are current in their tax payments, except as noted below.

Name	Nature of Business	Total Assessed Valuations for Fiscal 2020
Overlook Revere Owner LLC	Apartments	\$ 183,155,300
GreyStar Revere LLC	Apartments	69,183,200
Baystone Revere LLC	Apartments	67,524,600
64 VWS Owner LLC	Apartments	57,570,600
205 Revere Beach Pkwy Partners	Apartments	57,238,200
Rumney Flats Apartments LLC	Apartments	52,979,300
500 Ocean Avenue, LLC	Apartments	52,047,700
CLPF Revere LLC	Manufacturing	40,410,400
Waters Edge Limited Partnership*	Apartments	39,648,800
HRCA Housing For Elderly Inc.	Apartments	27,563,100
		<u>\$ 647,321,200</u>

State Equalized Valuation

In order to determine appropriate relative values for the purposes of certain distributions to and assessments upon cities and towns, the Commissioner of Revenue biennially makes a redetermination of the fair cash value of the taxable property in each municipality as of January 1 of even numbered years. This is known as the "equalized value." The following table sets forth the trend in equalized valuations of the City.

<u>January 1</u>	<u>State Equalized Valuations</u>	<u>Percentage Increase/Decrease</u>
2018	\$ 6,112,000,400	19.97 %
2016	4,891,574,500	15.46
2014	4,135,457,600	2.96
2012	4,012,985,500	(7.75)
2010	4,323,860,400	(28.86)
2008	5,571,573,100	9.37

Overlay and Abatements

The City is authorized to increase each tax levy by an amount approved by the State Commissioner of Revenue as an "overlay" to provide for tax abatements. If abatements are granted in excess of the applicable overlay reserve, the excess is required to be added to the next tax levy. Abatements are granted where exempt real or personal property has been assessed or where taxable real or personal property has been overvalued or disproportionately valued. They may abate real and personal property taxes on broad grounds (including inability to pay) with the approval of the State Commissioner of Revenue.

The following table sets forth the amount of the overlay reserve for the fiscal years shown.

<u>Fiscal Year</u>	<u>Net Tax Levy(1)</u>	<u>Overlay Reserve</u>	<u>As a % of Net Levy</u>	<u>Balance as of June 30, 2019</u>
2019	\$ 85,610,295	\$ 739,949	0.86 %	\$ 1,516,219
2018	82,097,857	553,493	0.67 %	91,114
2017	78,455,619	794,822	1.01	404,171
2016	74,829,783	720,083	0.96	224,354
2015	71,690,195	802,232	1.12	276,227

Tax Levies and Collections

Prior to the fiscal year 1992, the taxes for each fiscal year were due in two installments on November 1 (subject to deferral if tax bills are sent out late) and May 1. However, beginning in fiscal 1992 the City instituted quarterly billing of real and personal property taxes, with tax bills payable August 1, November 1, February 1 and May 1 of each fiscal year. Interest accrues on delinquent taxes currently at the rate of 14 percent per annum. Real property (land and buildings) is subject to a lien for the taxes assessed upon it (subject to any paramount federal lien and subject to bankruptcy and insolvency laws). (In addition, real property is subject to a lien for certain unpaid municipal charges or fees.) If the property has not been transferred, an unenforced lien expires on the fourth December 31 after the fiscal year to which the tax relates. If the property has not been transferred by the fourth December 31, an unenforced lien expires upon a later transfer of the property. Provision is made, however, for

continuation of the lien where it could not be enforced because of a legal impediment. The persons against whom real or personal property taxes are assessed are personally liable for the tax (subject to bankruptcy and insolvency laws). In the case of real property, this personal liability is effectively extinguished by sale or taking of the property as described below.

The City has taken several measures to improve its tax collection efforts. In 1991, the City's policies regarding tax collections were changed. The Treasurer was appointed Treasurer and Collector and additional resources were allocated to aggressively collect taxes. The Treasurer and Collector's Office developed a computer software system that has shortened the time necessary to process delinquencies and file liens on property with the Registry of Deeds.

The following table compares the City's net tax collections with its net tax levies (gross tax levy less overlay reserve for abatements):

Fiscal Year	Tax Rates		Gross Tax Levy	Net Tax Levy(1)	Collected During FY Payable (2)		Collections as of June 30, 2019 (3)(4)	
	Resi- dential	Comm. Ind.			Dollar Amount	% of Net Levy	Dollar Amount	% of Net Levy
		Pers.						
2019	\$ 12.11	\$ 23.68	\$ 86,350,244	\$ 85,610,295	\$ 84,590,410	98.8 %	\$ 84,590,410	98.8 %
2018	12.96	25.36	82,651,350	82,097,857	81,258,062	99.0	81,258,062	99.0
2017	13.99	27.53	79,260,441	78,465,619	77,897,372	99.3	77,907,745	99.3
2016	14.45	28.70	75,549,866	74,829,783	73,213,311	97.8	73,222,565	97.9
2015	14.80	29.74	72,492,427	71,690,195	69,845,465	97.4	69,863,686	97.5

Tax Titles and Possessions

Massachusetts law permits a municipality either to sell by public sale (at which the municipality may become the purchaser) or to take real property for nonpayment of taxes. In either case, the property owner can redeem the property by paying the unpaid taxes, with interest and other charges, but if the right to redemption is not exercised within six months (which may be extended an additional year in the case of certain installment payments) it can be foreclosed or taken by the municipality, becoming a "tax possession," which may be held and disposed of in the same manner as other land held for municipal purposes.

Uncollectible real property taxes are ordinarily not written off until they become municipal tax titles (either by purchase at the public sale or by taking), at which time the tax is written off in full by reserving the amount of tax and charging surplus. Tax Title is the actual lien on the deed of the property at the Registry of Deeds. The collections of tax titles follows different status than delinquent taxes.

<u>As of June 30</u>	<u>Total Tax Titles and Possessions</u>	<u>Total Realized Through Sale of Tax Title Property and Tax Title Redemptions (Prior 12 months)</u>
2019	\$ 2,637,297	\$ 371,823
2018	3,141,805	1,575,353
2017	2,969,603	2,840,760
2016	4,570,987	3,396,501
2015	4,659,354	2,323,013

The City has instituted a policy to sell properties that are foreclosed by the land court at public auction. Such auctions have resulted in revenues to the City in the amount of \$110,000 in fiscal 2011, \$217,500 in fiscal 2012, \$735,000 in fiscal 2013, \$0 in fiscal 2014, \$259,991 in fiscal 2015, \$920,000 in fiscal 2016, \$519,072 in fiscal 2017 and \$372,534 in fiscal 2018.

Taxation to Meet Deficits

Overlay deficits, i.e., tax abatements (or refunds made) in excess of the overlay included in the tax levy to cover abatements, are required to be added to the next tax levy. It is generally understood that revenue deficits, i.e., those resulting from non-property tax revenues being less than anticipated, are also required to be added to the next tax levy (at least to the extent not covered by surplus revenue). Amounts lawfully expended since the prior tax levy and not included therein are also required to be included in the annual tax levy. The circumstances under which this can arise are limited since municipal departments are generally prohibited from incurring liabilities in excess of appropriations except for major disasters, mandated items, contracts in aid of housing and renewal projects and other long-term contracts. In addition, utilities must be paid at established rates and certain established salaries, e.g., civil service, must legally be paid for work actually performed, whether or not covered by appropriations.

Cities and towns are authorized to appropriate sums, and thus to levy taxes, to cover deficits arising from other causes, such as "free cash" deficits arising from a failure to collect taxes. This is not generally understood, however, and it has not been the practice to levy taxes to cover free cash deficits. Except to the extent that such deficits have been reduced or eliminated by subsequent collections of uncollected taxes (including sales of tax titles and tax possessions), lapsed appropriations, non-property tax revenues in excess of estimates, other miscellaneous items or funding loans authorized by special act, they remain in existence. See "CITY FINANCES - Free Cash."

Tax Limitations

Chapter 59, Section 21C of the General Laws, also known as Proposition 2½, imposes two separate limits on the annual tax levy of a city or town.

The primary limitation is that the tax levy cannot exceed 2½ percent of the full and fair cash value. If a city or town exceeds the primary limitation, it must reduce its tax levy by at least 15 percent annually until it is in compliance, provided that the reduction can be reduced in any year to not less than 7½ percent by majority vote of the voters, or to less than 7½ percent by two-thirds vote of the voters.

For cities and towns at or below the primary limit, a secondary limitation is that the tax levy cannot exceed the maximum levy limit for the preceding fiscal year as determined by the State Commissioner of Revenue by more than 2½ percent, subject to exceptions for property added to the tax rolls or property which has had an increase, other than as part of a general revaluation, in its assessed valuation over the prior year's valuation.

This "growth" limit on the tax levy may be exceeded in any year by a majority vote of the voters, but an increase in the secondary or growth limit under this procedure does not permit a tax levy in excess of the primary limitation, since the two limitations apply independently. In addition, if the voters vote to approve taxes in excess of the "growth" limit for the purpose of funding a stabilization fund, such increased amount may only be taken into account for purposes of calculating the maximum levy limit in each subsequent year if the board of selectmen of a town or the city council of a city votes by a two-thirds vote to appropriate such increased amount in such subsequent year to the stabilization fund.

The applicable tax limits may also be reduced in any year by a majority vote of the voters.

The State Commissioner of Revenue may adjust any tax limit "to counterbalance the effects of extraordinary, non-recurring events which occurred during the base year".

The statute further provides that the voters may exclude from the taxes subject to the tax limits and from the calculation of the maximum tax levy (a) the amount required to pay debt service on bonds and notes issued before November 4, 1980, if the exclusion is approved by a majority vote of the voters, and (b) the amount required to pay debt service on any specific subsequent issue for which similar approval is obtained. Even with voter approval, the holders of the obligations for which unlimited taxes may be assessed do not have a statutory priority or security interest in the portion of the tax levy attributable to such obligations. It should be noted that Massachusetts General Laws Chapter 44, Section 20 requires that the taxes excluded from the levy limit to pay debt service on any such bonds and notes be calculated based on the true interest cost of the issue. Accordingly, the Department of Revenue limits the amount of taxes which may be levied in each year to pay debt service on any such bonds and notes to the amount of such debt service, less a pro rata portion of any original issue premium received by the city or town that was not applied to pay costs of issuance.

Voters may also exclude from the Proposition 2½ limits the amount required to pay specified capital outlay expenditures or for the city or town's apportioned share for certain capital outlay expenditures by a regional governmental unit. In addition, the city council of a city, with the approval of the mayor if required, or the board of selectmen or the town council of a town may vote to exclude from the Proposition 2½ limits taxes raised in lieu of sewer or water charges to pay debt service on bonds or notes issued by the municipality (or by an independent authority, commission or district) for water or sewer purposes, provided that the municipality's sewer or water charges are reduced accordingly.

In addition, Proposition 2½ limits the annual increase in the total assessments on cities and towns by any county, district, authority, the Commonwealth or any other governmental entity (except regional school districts, the MWRA and certain districts for which special legislation provides otherwise) to the sum of (a) 2½ percent of the prior year's assessments and (b) "any increases in costs, charges or fees for services customarily provided locally or for services subscribed to at local option". Regional water districts, regional sewerage districts and regional veterans districts may exceed these limitations under statutory procedures requiring a two-thirds vote of the district's governing body and either approval of the local appropriating authorities (by two-thirds vote in districts with more than two members or by majority vote in two-member districts) or approval of the registered voters in a local election (in the case of two-member districts). Under Proposition 2½ any State law to take effect on or after January 1, 1981 imposing a direct service or cost obligation on a city or town will become effective only if accepted or voluntarily funded by the city or town or if State funding is provided. Similarly, State rules or regulations imposing additional costs on a city or town or laws granting or increasing local tax exemptions are to take effect only if adequate State appropriations are provided. These statutory provisions do not apply to costs resulting from judicial decisions.

The City has been in full compliance with Proposition 2 1/2 since fiscal 1984 following completion of a professional revaluation of all real and personal property in the City to full value.

Unused Levy Capacity

The following table sets forth the City's tax levy limits and unused levy capacity for the following fiscal years:

	For Fiscal Year				
	2020	2019	2018	2017	2016
Primary Levy Limit(2)	\$ 180,895,886	\$ 159,565,023	\$ 142,582,081	\$ 125,974,871	\$ 115,150,846
Prior Fiscal Year Levy Limit	86,416,685	82,685,765	79,270,646	75,555,755	72,494,502
Amended Prior Fiscal Year Growth	4,520	-	17,719	-	-
2.5% Levy Growth	2,160,530	2,067,144	1,982,209	1,888,894	1,812,363
New Growth(3)	1,957,926	1,663,780	1,415,191	1,825,997	1,248,890
Overrides	-	-	-	-	-
Growth Levy Limit	90,539,661	86,416,689	82,685,765	79,270,646	75,555,755
Debt Exclusions	-	-	-	-	-
Capital Expenditure Exclusions	-	-	-	-	-
Other Adjustments	-	-	-	-	-
Tax Levy Limit	90,539,661	86,416,689	82,685,765	79,270,646	75,555,755
Tax Levy	90,462,233	86,350,244	82,651,350	79,260,447	75,549,866
Unused Levy Capacity(4)	\$ 77,428	\$ 66,445	\$ 34,415	\$ 10,199	\$ 5,890
Unused Primary Levy Capacity(5)	\$ 90,433,653	\$ 73,214,779	\$ 59,930,731	\$ 46,714,424	\$ 39,600,981

Sale of Tax Receivables

Cities and towns are authorized to sell delinquent property tax receivables by public sale or auction, either individually or in bulk.

Pledged Taxes

Taxes on certain property in designated development districts may be pledged for the payment of costs of economic development projects within such districts and may therefore be unavailable for other municipal purposes (see "TAX INCREMENT FINANCING FOR DEVELOPMENT DISTRICTS" below).

Initiative Petitions

Various proposals have been made in recent years for legislative amendments to the Massachusetts Constitution to impose limits on state and local taxes. To be adopted such amendments must be approved by two successive legislatures and then by the voters at a state election.

CITY FINANCES

Budget and Appropriation Process

In a city, within 170 days after the annual organization of the city government (which is ordinarily in early January), the Mayor is required to submit a budget of proposed expenditures for the fiscal year beginning on the next July 1. The city council may make appropriations for the recommended purposes and may reduce or reject any item. Without a recommendation of the Mayor, the council may not make any appropriation for a purpose not included in the proposed budget. The council may not increase any item without the recommendation of the Mayor (except as provided by legislation, subject to local acceptance, under which the school budget or regional school district assessment can be increased upon recommendation of the school committee or regional district school committee and by two-thirds vote of the council, provided that such increase does not cause the total annual budget to exceed property tax limitations). If the council fails to act on any item of the proposed budget within 45 days, that item takes effect.

If the Mayor does not make a timely budget submission, provision is made for preparation of a budget by the council. Provision is also made for supplementary appropriations upon recommendation of the Mayor. Water and sewer department expenditures are included in the budget adopted by the city council. Under certain legislation any city or town which accepts the legislation may provide that the appropriations for the operating costs of any department may be offset, in whole or in part, by estimated receipts from fees charged for services provided by the department. It is assumed that this general provision does not alter the pre-existing power of an electric department to appropriate its own receipts. The school budget is limited to the total amount appropriated by the city council, but the school committee retains full power to allocate the funds appropriated.

Under certain circumstances and subject to certain limits and requirements, the city council of a city, upon the recommendation of the mayor, may transfer amounts appropriated for the use of one department (except for a municipal light department or a school department) to another appropriation for the same department or for the use of any other department.

City department heads are generally required to submit their budget requests to the Mayor between December 1 and January 15. This does not apply to the school department, which must submit its requests in time for the Mayor to include them in his submission to the council.

State and county assessments, abatements in excess of overlays, principal and interest not otherwise provided for, and final judgments are included in the tax levy whether or not included in the budget. Revenues are not required to be set forth in the budget but estimated non-tax revenues are taken into account by the assessors in fixing the tax levy.

Operating Budget Trends

The following table sets forth the trend in general fund budgets. The budgets exclude expenditures for "non-operating" or extraordinary items:

	<u>Fiscal 2016</u>	<u>Fiscal 2017</u>	<u>Fiscal 2018</u>	<u>Fiscal 2019</u>	<u>Fiscal 2020</u>
General Management and Support	\$ 44,244,253	\$ 46,060,384	\$ 47,390,469	\$ 48,280,904	\$ 51,333,885
Protection of Persons & Property	21,039,325	21,281,599	23,283,639	22,799,610	24,702,702
Human Services	1,332,325	1,236,303	1,238,933	2,485,646	2,196,888
Services to Property	27,030,075	27,775,550	31,301,915	32,430,101	34,017,590
Culture and Recreational	1,049,629	1,001,717	1,006,710	1,051,676	1,291,724
Total General Government	<u>\$ 94,695,607</u>	<u>\$ 97,355,553</u>	<u>\$ 104,221,666</u>	<u>\$ 107,047,937</u>	<u>\$ 113,542,789</u>
School Department	<u>\$ 74,386,225</u>	<u>\$ 76,649,575</u>	<u>\$ 80,215,681</u>	<u>\$ 85,628,634</u>	<u>\$ 89,847,444</u>
Total	<u>\$ 169,081,832</u>	<u>\$ 174,005,128</u>	<u>\$ 184,437,347</u>	<u>\$ 192,676,571</u>	<u>\$ 203,390,233</u>

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Revere, Massachusetts for its annual budget for the fiscal year beginning July 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. The award is the highest form of recognition in governmental budgeting.

Education Reform

State legislation known as the Education Reform Act of 1993, as amended, imposes certain minimum expenditure requirements on municipalities with respect to funding for education and related programs, and may affect the level of state aid to be received for education. The requirements are determined on the basis of formulas affected by various measures of wealth and income, enrollments, prior levels of local spending and state aid, and other factors. At this time the City of Revere is in full compliance with the mandates of the Education Reform Act of 1993.

State Aid - In addition to grants for specified capital purposes (some of which are payable over the life of the bonds issued for the projects), the Commonwealth provides financial assistance to cities and towns for current purposes. Payments to cities and towns are derived primarily from a percentage of the State's personal income, sales and use, and corporate excise tax receipts, together with the net receipts from the State Lottery. A municipality's state aid entitlement is based on a number of different formulas, of which the "schools" and "lottery" formulas are the most important. Both of the major formulas tend to provide more state aid to poorer communities. The formulas for determining a municipality's state aid entitlement are subject to amendment by the state legislature and, while a formula might indicate that a particular amount of state aid is owed, the amount of state aid actually paid is limited to the amount appropriated by the state legislature. The state annually estimates state aid, but the actual state aid payments may vary from the estimate.

In the fall of 1986, both the State Legislature (by statute, repealed as of July 1, 1999) and the voters (by initiative petition) placed limits on the growth of state tax revenues. Although somewhat different in detail, each measure essentially limited the annual growth in state tax revenues to an average rate of growth in wages and salaries in the Commonwealth over the three previous calendar years. If not amended, the remaining law could restrict the amount of state revenues available for state aid to local communities.

Legislation was enacted in 1991 to help municipalities compensate for additional local aid reductions by the Commonwealth for fiscal year 1992. Under that law, municipalities were allowed to defer budgeting for teacher's summer compensation payable by the end of the fiscal years 1992 and 1993. Municipalities that chose to defer such amounts are required to amortize the resulting budget deficiency by raising at least one fifteenth of the deferred amount in each of the fiscal years 1997 through 2011, or in accordance with a more rapid amortization schedule.

State School Building Assistance Program: Under its school building assistance program, the Commonwealth of Massachusetts provides grants to cities, towns and regional school districts for school construction projects. Until July 26, 2004, the State Board of Education was responsible for approving grants for school projects and otherwise administering the program. Grant amounts ranged from 50% to 90% of approved project costs. Municipalities generally issued bonds to finance the entire project cost, and the Commonwealth disbursed the grants in equal annual installments over the term of the related bonds.

Pursuant to legislation which became effective on July 26, 2004, the state legislature created the Massachusetts School Building Authority (the "Authority") to finance and administer the school building assistance program. The Authority has assumed all powers and obligations of the Board of

Education with respect to the program. In addition to certain other amounts, the legislation dedicates a portion of Commonwealth sales tax receipts to the Authority to finance the program.

Projects previously approved for grants by the State Board of Education are entitled to receive grant payments from the Authority based on the approved project cost and reimbursement rate applicable under the prior law. The Authority has paid and is expected to continue to pay the remaining amounts of the grants for such projects either in annual installments to reimburse debt service on bonds issued by the municipalities to finance such projects, or as lump sum payments to contribute to the defeasance of such bonds.

Projects on the priority waiting list as of July 1, 2004 are also entitled to receive grant payments from the Authority based on the eligible project costs and reimbursement rates applicable under the prior law. With limited exceptions, the Authority is required to fund the grants for such projects in the order in which they appear on the waiting list. Grants for any such projects that have been completed or substantially completed have been paid and are expected to continue to be paid by the Authority in lump sum payments, thereby eliminating the need for the Authority to reimburse interest expenses that would otherwise be incurred by the municipalities to permanently finance the Authority's share of such project costs. Interest on debt issued by municipalities prior to July 1, 2004 to finance such project costs, and interest on temporary debt until receipt of the grant, is included in the approved costs of such projects. Grants for any such projects that have not yet commenced or that are underway have been and are expected to continue to be paid by the Authority as project costs are incurred by the municipality pursuant to a project funding agreement between the Authority and the municipality, eliminating the need for the municipality to borrow even on a temporary basis to finance the Authority's share of the project costs in most cases.

The range of reimbursement rates for new project grant applications submitted to the Authority on or after July 1, 2007 has been reduced to between 40% and 80% of approved project costs. The Authority promulgated new regulations with respect to the application and approval process for projects submitted after July 1, 2007. The Authority expects to pay grants for such projects as project costs are incurred pursuant to project funding agreements between the Authority and the municipalities. None of the interest expense incurred on debt issued by municipalities to finance their portion of the costs of new projects will be included in the approved project costs eligible for reimbursement.

Local Options Meals Tax: On May 24, 2010, the City adopted the local meals excise tax to be effective July 1, 2010. The local meals excise tax is a 0.75% tax on the gross receipts of a vendor from the sale of restaurant meals. The tax is paid by the vendor to the State Commissioner of Revenue, who in turn pays the tax to the municipality in which the meal was sold. In fiscal 2018, the City collected \$720,250 and the revenue from this tax.

Room Occupancy Tax: An additional source of revenue for the City is the room occupancy tax. Under the room occupancy tax, local governments may tax the provision of hotel, motel, lodging houses and bed and breakfast rooms at a rate not to exceed four percent of the cost of renting such rooms. The tax is paid by the operator of each establishment to the State Commissioner of Revenue, who in turn pays the tax back to the municipality in which the room is located. On August 10, 2009, the City increased this tax to 6% to be effective October 1, 2009. In fiscal 2019, the City collected \$1,903,018 from this tax.

Water and Sewer Enterprise Fund

The City's Water and Sewer Enterprise Fund, created in 2001, is a single, full cost recovery fund. The costs have been transferred into the Enterprise Fund from the General Fund over a number of fiscal years, and rates have been increased accordingly per 100 cubic feet, most recently as follows:

<u>Fiscal Year</u>	<u>Residential</u>	<u>Commercial</u>
2020	\$ 11.79	\$ 19.44
2019	15.99	25.99
2018	16.50	25.61
2017	16.15	24.48
2016	15.92	23.88

Annual Audits

The City's accounts are audited annually. The most recent audit was conducted by Powers and Sullivan for fiscal 2019 which is attached hereto as Appendix A.

The attached audit speaks only as of its date, and only to the matters expressly set forth therein. The auditors have not been engaged to review this Official Statement or to perform audit procedures regarding the post-audit period, nor have the auditors been requested to give their consent to the inclusion of their report in Appendix A. Except as stated in their report, the auditors have not been engaged to verify the financial information set out in Appendix A and are not passing upon and do not assume responsibility for the sufficiency, accuracy or completeness of the financial information presented in that appendix.

INDEBTEDNESS

Authorization Procedure and Limitations

Serial bonds and notes are authorized by vote of two-thirds of all the members of the city council subject to the mayor's veto. Provision is made for a referendum on the borrowing authorization if there is a timely filing of a petition bearing the requisite number of signatures. Refunding bonds and notes are authorized by the city council. Borrowings for some purposes require State administrative approval.

When serial bonds or notes have been authorized, bond anticipation notes may be issued by the officers authorized to issue the serial bonds or notes. Temporary debt in anticipation of the revenue of the fiscal year in which the debt is incurred or in anticipation of authorized federal and state aid generally may be incurred by the treasurer with the approval mayor.

Debt Limits

General Debt Limit. The General Debt Limit of a city or town consists of a Normal Debt Limit and a Double Debt Limit. The Normal Debt Limit is 5 percent of the valuation of taxable property as last equalized by the State Department of Revenue. A city or town can authorize debt up to this amount without state approval. It can authorize debt up to twice this amount (the Double Debt Limit) with the approval of the state Municipal Finance Oversight Board composed of the State Treasurer, the State Auditor, the Attorney General and the Director of Accounts.

There are many categories of general obligation debt which are exempt from and do not count against the General Debt Limit. Among others, these exempt categories include revenue anticipation notes and grant anticipation notes; emergency loans; loans exempted by special laws; certain school bonds, sewer bonds, water bonds, bonds for gas, electric and telecommunications systems, solid waste disposal facility bonds and economic development bonds supported by tax increment financing; and subject to special debt limits, bonds for housing, urban renewal and economic development (subject to various debt limits). Revenue bonds are not subject to these debt limits. The General Debt Limit and the special debt limit for water bonds apply at the time the debt is authorized. The other special debt limits generally apply at the time the debt is incurred.

Revenue Anticipation Notes. The amount borrowed in each fiscal year by the issue of revenue anticipation notes is limited to the tax levy of the prior fiscal year, together with the net receipts in the prior fiscal year from the motor vehicle excise and certain payments made by the Commonwealth in lieu of taxes. The fiscal year ends on June 30. Notes may mature in the following fiscal year, and notes may be refunded into the following fiscal year to the extent of the uncollected, unabated current tax levy and certain other items, including revenue deficits, overlay deficits, final judgments and lawful unappropriated expenditures, which are to be added to the next tax levy, but excluding deficits arising from a failure to collect taxes of earlier years. (See "Taxation to Meet Deficits" under "PROPERTY TAXATION" above.) In any event, the period from an original borrowing to its final maturity cannot exceed one year.

Types of Obligation

General Obligations. Massachusetts cities and towns are authorized to issue general obligation indebtedness of these types:

Serial Bonds and Notes. These are generally required to be payable in annual principal amounts beginning no later than the end of the next fiscal year commencing after the date of issue and ending within the terms permitted by law. A level debt service schedule, or a schedule that provides for a more rapid amortization of principal than level debt service, is permitted. The principal amounts of certain economic development bonds supported by tax increment financing may be payable in equal, diminishing or increasing amounts beginning within 5 years after the date of issue. The maximum terms of serial bonds and notes vary from one year to 40 years, depending on the purpose of the issue. The maximum terms permitted are set forth in the statutes. In addition, for many projects, the maximum term may be determined in accordance with useful life guidelines promulgated by the State Department of Revenue ("DOR"). Serial bonds and notes may be issued for the purposes set forth in the statutes. In addition, serial bonds and notes may be issued for any other public work improvement or asset not specifically listed in the Statutes that has a useful life of at least 5 years. Bonds or notes may be made callable and redeemed prior to their maturity, and a redemption premium may be paid. Refunding bonds or notes may be issued subject to the maximum applicable term measured from the date of the original bonds or notes and must produce present value savings over the debt service of the refunded bonds. Generally, the first required annual payment of principal of the refunding bonds cannot be later than the first principal payment of any of the bonds or notes being refunded thereby, however, principal payments made before the first principal payment of any of the bonds or notes being refunded thereby may be in any amount.

Serial bonds may be issued as "qualified bonds" with the approval of the state Municipal Finance Oversight Board composed of the State Treasurer, the State Auditor, the Attorney General and the Director of Accounts, subject to such conditions and limitations (including restrictions on future indebtedness) as may be required by the Board. Qualified bonds may mature not less than 10 nor more than 30 years from their dates and are not subject to the amortization requirements described above. The State Treasurer is required to pay the debt service on qualified bonds and thereafter to withhold the amount of the debt service paid by the State from state aid or other state payments; administrative costs and any loss of interest income to the State are to be assessed upon the city or town.

Tax Credit Bonds or Notes. Subject to certain provisions and conditions, the officers authorized to issue bonds or notes may designate any duly authorized issue of bonds or notes as "tax credit bonds" to the extent such bonds and notes are otherwise permitted to be issued with federal tax credits or other similar subsidies for all or a portion of the borrowing costs. Tax credit bonds may be made payable without regard to the annual installments required by any other law, and a sinking fund may be established for the payment of such bonds. Any investment that is part of such a sinking fund may mature not later than the date fixed for payment or redemption of the applicable bonds.

Bond Anticipation Notes. These generally must mature within two years of their original dates of issuance but may be refunded from time to time for a period not to exceed ten years from their original dates of issuance, provided that for each year that the notes are refunded beyond the second year they must be paid in part from revenue funds in an amount at least equal to the minimum annual payment that would have been required if the bonds had been issued at the end of the second year. The maximum term of bonds issued to refund bond anticipation notes is measured from the date of the original issue of the notes.

Revenue Anticipation Notes. These are issued to meet current expenses in anticipation of taxes and other revenues. They must mature within one year but, if payable in less than one year, may be refunded from time to time up to one year from the original date of issue.

Grant Anticipation Notes. These are issued for temporary financing in anticipation of federal grants and state and county reimbursements. Generally, they must mature within two years but may be refunded from time to time as long as the municipality remains entitled to the grant or reimbursement.

Revenue Bonds. Cities and towns may issue revenue bonds for solid waste disposal facilities, for projects financed under the Commonwealth's Clean Water Revolving Loan Programs and for certain economic development projects supported by tax increment financing. In addition, cities and towns having electric departments may issue electric revenue bonds, and notes in anticipation of such bonds, subject to the approval of the State Department of Telecommunications and Energy.

CITY OF REVERE
Direct Debt Summary
As of June 30, 2019, Including Subsequent Issues

General Obligation Bonds (1):

Inside the General Debt Limit:

Water	\$ 4,958,800
School	4,731,660
General	38,918,070
MCWT	<u>69,999,966</u>

Total Inside Debt Limit

\$ 118,608,496

Outside the General Debt Limit:

Water	2,666,000
School	19,115,980
MCWT	<u>6,628,454</u>

Total Outside Debt Limit

28,410,434

Total Outstanding

\$ 147,018,930

Temporary Loans

Bond Anticipation Notes Outstanding (2)	14,585,500
To Be Retired with This Issue	-
To Be Retired with Revenue Funds	(105,000)
To Be Retired with MSBA Reimbursements	<u>(402,867)</u>

Total Short-Term Debt Outstanding (3)

14,077,633

Total Direct Debt

\$ 161,096,563

Principal Payments by Purpose

The following table sets forth the principal payments by purpose on outstanding bonds of the City as of June 30, 2019.

Principal Payments by Purpose Projected of June 30, 2019					
Fiscal Year	School (1)	Water (2)	General (3)	MCWT (4)	Total
2020	\$ 1,307,973	\$ 1,034,000	\$ 2,556,570	\$ 2,384,289	\$ 7,282,832
2021	1,329,543	1,034,000	2,545,000	2,909,719	7,818,262
2022	1,339,543	1,039,000	2,575,000	2,977,981	7,931,523
2023	1,359,243	1,032,800	2,686,500	3,047,853	8,126,395
2024	1,384,543	745,000	2,690,000	3,119,375	7,938,918
2025	1,409,543	750,000	2,435,000	3,192,586	7,787,129
2026	1,174,543	565,000	2,540,000	3,267,528	7,547,071
2027	1,074,543	500,000	2,415,000	3,089,533	7,079,075
2028	1,109,543	505,000	2,505,000	3,162,528	7,282,070
2029	919,543	420,000	2,520,000	3,237,250	7,096,792
2030	939,543	-	1,940,000	3,021,678	5,901,221
2031	954,543	-	1,605,000	2,891,446	5,450,989
2032	555,000	-	1,350,000	2,925,519	4,830,519
2033	580,000	-	1,225,000	2,995,787	4,800,787
2034	595,000	-	1,260,000	2,719,746	4,574,746
2035	615,000	-	1,305,000	2,785,889	4,705,889
2036	630,000	-	1,140,000	2,774,443	4,544,443
2037	650,000	-	1,165,000	2,842,138	4,657,138
2038	675,000	-	1,215,000	2,188,889	4,078,889
2039	695,000	-	1,245,000	2,244,243	4,184,243
2040	715,000	-	-	2,301,000	3,016,000
2041	745,000	-	-	2,262,055	3,007,055
2042	770,000	-	-	2,319,615	3,089,615
2043	795,000	-	-	2,378,639	3,173,639
2044	825,000	-	-	2,184,405	3,009,405
2045	700,000	-	-	2,239,970	2,939,970
2046	-	-	-	1,931,914	1,931,914
2047	-	-	-	1,632,207	1,632,207
2048	-	-	-	553,300	553,300
2049	-	-	-	566,651	566,651
2050	-	-	-	480,245	480,245
	<u>\$ 23,847,640</u>	<u>\$ 7,624,800</u>	<u>\$ 38,918,070</u>	<u>\$ 76,628,420</u>	<u>\$ 147,018,930</u>

Annual Debt Service as of June 30, 2019

Fiscal Year	Outstanding		Total Debt Service
	Principal	Interest	
2020	\$ 7,282,832	\$ 3,703,167	\$ 10,985,999
2021	7,818,262	3,740,785	11,559,046
2022	7,931,523	3,520,021	11,451,544
2023	8,126,395	3,295,733	11,422,128
2024	7,938,918	3,065,302	11,004,220
2025	7,787,129	2,833,240	10,620,368
2026	7,547,071	2,613,714	10,160,785
2027	7,079,075	2,400,307	9,479,382
2028	7,282,070	2,192,187	9,474,257
2029	7,096,792	1,987,392	9,084,184
2030	5,901,221	1,810,153	7,711,374
2031	5,450,989	1,654,957	7,105,946
2032	4,830,519	1,520,144	6,350,662
2033	4,800,787	1,397,249	6,198,036
2034	4,574,746	1,274,806	5,849,552
2035	4,705,889	1,156,400	5,862,289
2036	4,544,443	1,037,216	5,581,658
2037	4,657,138	919,600	5,576,738
2038	4,078,889	798,897	4,877,786
2039	4,184,243	688,483	4,872,726
2040	3,016,000	576,497	3,592,497
2041	3,007,055	498,940	3,505,995
2042	3,089,615	419,998	3,509,613
2043	3,173,639	338,355	3,511,994
2044	3,009,405	256,987	3,266,392
2045	2,939,970	178,760	3,118,730
2046	1,931,914	113,466	2,045,380
2047	1,632,207	67,832	1,700,039
2048	553,300	29,408	582,708
2049	566,651	16,896	583,547
2050	480,245	5,283	485,528
	<u>\$ 147,018,930</u>	<u>\$ 44,112,176</u>	<u>\$ 191,131,106</u>

Coverage of State Qualified Debt Service

It is projected that state aid distributions from The Commonwealth of Massachusetts to the City will provide ample coverage of outstanding state qualified debt service. The following table presents debt service on the City's State Qualified Bonds and the coverage ratio of total state aid to projected qualified debt service.

<u>Fiscal Year</u>	<u>Total Outstanding Qualified Bond Debt Service (1)</u>	<u>Total State Aid (2)</u>	<u>Coverage Ratio</u>	
2020	\$ 5,844,082	\$ 82,188,178	14.06	%
2021	5,730,741	83,831,942	14.63	
2022	5,624,344	85,508,580	15.20	
2023	5,595,919	87,218,752	15.59	
2024	5,467,884	88,963,127	16.27	
2025	5,084,788	90,742,390	17.85	
2026	4,810,834	92,557,237	19.24	
2027	4,384,644	94,408,382	21.53	
2028	4,380,331	96,296,550	21.98	
2029	3,990,956	98,222,481	24.61	
2030	3,327,869	100,186,930	30.11	
2031	2,923,509	102,190,669	34.95	
2032	2,503,719	104,234,482	41.63	
2033	2,346,050	106,319,172	45.32	
2034	2,340,044	108,445,555	46.34	
2035	2,348,088	110,614,467	47.11	
2036	2,141,856	112,826,756	52.68	
2037	2,132,150	115,083,291	53.98	
2038	2,150,900	117,384,957	54.57	
2039	2,142,069	119,732,656	55.90	
2040	857,972	122,127,309	142.34	
2041	863,672	124,569,855	144.23	
2042	863,369	127,061,252	147.17	
2043	861,731	129,602,477	150.40	
2044	863,750	132,194,527	153.05	
2045	712,250	134,838,418	189.31	
Total	<u><u>\$ 80,293,521</u></u>			

Authorized Unissued Debt and Prospective Financing

Currently, the City has approximately \$75.7 million authorized and unissued primarily for municipal building construction (approximately \$42.75 million), school construction (approximately \$7.12 million) and water and sewer purposes (approximately \$24.54 million), and other various municipal projects (approximately \$1.28 million). It is anticipated that the water and sewer debt will be supported fully with user fees. The City has passed legislation providing that all interest earned and premiums received on its school construction bond anticipation notes be placed in a separate account and used only to pay down certain school building debt. The balance of this account at June 30, 2019 was \$935,796.

Overlapping Debt

The City is located in Suffolk County and is a member of the Massachusetts Water Resources Authority (MWRA) and the Massachusetts Bay Transportation Authority (MBTA). The following table sets forth the outstanding bonded debt, exclusive of temporary loans in anticipation of bonds or current revenue, of Suffolk County, the MWRA, the MBTA and the Northeast Metropolitan Regional Vocational School District and the City of Revere's gross share of such debt and the fiscal 2018 dollar assessment for each.

<u>Overlapping Entity</u>	<u>Debt Outstanding as of 6/30/19</u>	<u>Revere's Estimated Share of Debt</u>	<u>Dollar Assessment (Debt & Operating Expenses) Fiscal 2020</u>
Suffolk County	-	-	-
Mass. Water Resources Authority			
Water	\$ 2,052,587,000	2.034%	\$3,100,667
Sewer	3,400,147,000	2.230%	7,315,500
MBTA	5,478,860,000	2.082%	3,630,083
Northeast Vocational School District	-	20.669%	1,839,311

Contractual Obligations

Municipal contracts are generally limited to currently available appropriations. A city or town generally has authority to enter into contracts for the exercise of any of its corporate powers for any period of time deemed to serve its best interests, but generally only when funds are available for the first fiscal year; obligations for succeeding fiscal years generally are expressly subject to availability and appropriation of funds. Municipalities have specific authority in relatively few cases to enter long term contractual obligations not subject to annual appropriation, including contracts for refuse disposal and sewage treatment and disposal. Municipalities may also enter into long-term contracts in aid of housing and renewal projects. There may be implied authority to make other long-term contracts required to carry out authorized municipal functions, such as contracts to purchase water from private water companies.

Municipal contracts relating to solid waste disposal facilities may contain provisions requiring the delivery of minimum amounts of waste and payments based thereon and requiring payments in certain circumstances without regard to the operational status of the facilities.

The City currently has two long-term contractual relationships: a contract with Refuse Energy Systems Company (RESCO) for solid waste disposal which expires June 30, 2024 and a contract with Greenworks for recycling which expires September 30, 2021.

The City appropriated \$2,163,000 for hauling trash and recycling, \$1,220,000 for trash disposal by Whellabrator and \$300,000 for recycling disposal by Greenworks for fiscal 2020.

RETIREMENT SYSTEM

The Massachusetts General Laws provide for the establishment of contributory retirement systems for state employees, for teachers and for county, city and town employees other than teachers. Teachers are assigned to a separate statewide teachers' system and not to the city and town systems. For all employees other than teachers, this law is subject to acceptance in each city and town. Substantially all employees of an accepting city or town are covered. If a town has a population of less than 10,000 when it accepts the statute, its non-teacher employees participate through the county system and its share of the county cost is proportionate to the aggregate annual rate of regular compensation of its covered employees. In addition to the contributory systems, cities and towns provide non-contributory pensions to a limited number of employees, primarily persons who entered service prior to July 1, 1937 and their dependents. The Public Employee Retirement Administration Commission ("PERAC") provides oversight and guidance for and regulates all state and local retirement systems.

The obligations of a city or town, whether direct or through a county system, are contractual legal obligations and are required to be included in the annual tax levy. If a city or town, or the county system of which it is a member, has not established a retirement system funding schedule as described below, the city or town is required to provide for the payment of the portion of its current pension obligations which is not otherwise covered by employee contributions and investment income. "Excess earnings," or earnings on individual employees' retirement accounts in excess of a predetermined rate, are required to be set aside in a pension reserve fund for future, not current, pension liabilities. Cities and towns may voluntarily appropriate to their system's pension reserve fund in any given year up to five percent of the preceding year's tax levy. The aggregate amount in the fund may not exceed ten percent of the equalized valuation of the city or town.

If a city or town, or each member city and town of a county retirement system, has accepted the applicable law, it is required to annually appropriate an amount sufficient to pay not only its current pension obligations, but also a portion of its future pension liability. The portion of each such annual payment allocable to future pension obligations is required to be deposited in the pension reserve fund. The amount of the annual city or town appropriation for each such system is prescribed by a retirement system funding schedule which is periodically reviewed and approved by PERAC. Each system's retirement funding schedule is designed to reduce the unfunded actuarial pension liability of the system to zero by not later than June 30, 2030, with annual increases in the scheduled payment amounts of not more than 4.5 percent. The funding schedule must provide that payment in any year of the schedule is not less than 95 percent of the amount appropriated in the previous fiscal year. City, town and county systems which have an approved retirement funding schedule receive annual pension funding grants from the Commonwealth for the first 16 years of such funding schedule. Pursuant to recent legislation, a system (other than the state employees' retirement system and the teachers' retirement system) which conducts an actuarial valuation as of January 1, 2009, or later, may establish a revised schedule which reduces the unfunded actuarial liability to zero by not later than June 30, 2040, subject to certain conditions. If the schedule is so extended under such provisions and a later updated valuation allows for the development of a revised

schedule with reduced payments, the revised schedule shall be adjusted to provide that the appropriation for each year shall not be less than that for such year under the prior schedule, thus providing for a shorter schedule rather than reduced payments. The City extended the amortization term to 2032.

City, town and county systems may choose to participate in the Pension Reserves Investment Trust Fund (the "PRIT Fund"), which receives additional state funds to offset future pension costs of participating state and local systems. If a local system participates in the PRIT Fund, it must transfer ownership and control of all assets of its system to the Pension Reserves Investment Management Board, which manages the investment and reinvestment of the PRIT Fund. Cities and towns with systems participating in the PRIT Fund continue to be obligated to fund their pension obligations in the manner described above. The additional state appropriations to offset future pension liabilities of state and local systems participating in the PRIT Fund are required to total at least 1.3 percent of state payroll. Such additional state appropriations are deposited in the PRIT Fund and shared by all participating systems in proportion to their interests in the assets of the PRIT Fund as of July 1 for each fiscal year.

Cost-of-living increases for each local retirement system may be granted and funded only by the local system, and only if it has established a funding schedule. Those statutory provisions are subject to acceptance by the local retirement board and approval by the local legislative body, which acceptance may not be revoked.

The City contributes to the Revere Retirement System ("System"), a single employer, public employee retirement system that acts as the investment and administrative agent for the City. Public school teachers are covered by the Massachusetts Teachers Retirement System (MTRS) to which the City of Revere does not contribute. The System and the MTRS are contributory defined benefit plans covering all City employees and teachers deemed eligible.

Instituted in 1940, the System is a member of the Massachusetts Contributory System and is governed by Chapter 32 of the Massachusetts General Laws, as amended. Membership in the System is mandatory immediately upon the commencement of employment for all permanent, full-time employees. As of January 1, 2019 membership in the System consisted of:

Retired members and survivors	497
Active employees	620
Vested Terminated Members	<u>11</u>
Total	<u><u>1,128</u></u>

Both systems provide for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of credible service, level of compensation and group classification.

As of January 1, 2019, the unfunded actuarial liability of the City's retirement system was \$108,612,300 assuming a 7.25% discount rate. The System's funding policy is governed by Section 22D of Chapter 32 of the Massachusetts General Laws. Accordingly, the minimum contribution the

City is required to fund each year is the actuarially determined normal cost plus an amount to amortize the unfunded liability for retirees and active employees by June 30, 2033.

The Commonwealth of Massachusetts currently reimburses the System on a semiannual basis for the portion of benefit payments owing to cost-of-living increases granted after the implementation of Proposition 2 ½, but prior to local acceptance of Chapter 17 of the Acts of 1997.

Funding Schedule (as of January 1, 2019)

Fiscal Year	Normal Cost	Net 3(8)('C)	Amort. Of UAL	Amort. Of 2003 ERI	Pension Deferral	Total Cost	Unfunded Actuarial Liability	% Total Cost Increase
2020	\$ 4,056,018	\$ 175,000	\$ 9,199,669	\$ 132,843	\$ 65,902	\$ 13,629,432	\$ 112,549,496	
2021	4,238,538	175,000	9,897,365			14,310,903	110,859,254	5.00%
2022	4,429,273	175,000	10,422,176			15,026,449	108,523,541	5.00%
2023	4,628,590	175,000	10,974,181			15,777,771	105,468,457	5.00%
2024	4,836,876	175,000	11,554,783			16,566,659	101,613,346	5.00%
2025	5,054,536	175,000	12,165,457			17,394,993	96,870,234	5.00%
2026	5,281,990	175,000	12,807,752			18,264,742	91,143,226	5.00%
2027	5,519,680	175,000	13,483,300			19,177,980	84,327,848	5.00%
2028	5,768,065	175,000	14,193,813			20,136,878	76,310,341	5.00%
2029	6,027,628	175,000	14,941,094			21,143,722	66,966,907	5.00%
2030	6,298,871	175,000	15,727,037			22,200,908	56,162,880	5.00%
2031	6,582,321	175,000	16,553,633			23,310,954	43,751,847	5.00%
2032	6,878,525	175,000	17,422,977			24,476,502	295,745,694	5.00%
2033	7,188,059	175,000	13,772,451			21,135,510	13,457,576	-13.65%
2034	7,511,521	175,000				7,686,521	-	-63.63%

Other Post-Employment Benefits

In addition to pension benefits, cities and towns may provide retired employees with health care and life insurance benefits. The Governmental Accounting Standards Board ("GASB") Statement Nos. 43 and 45, require public sector entities to report the future costs of these non-pension, post-employment benefits in their financial statements. These accounting standards do not require pre-funding the payment of these costs as the liability for such costs accrues, but the basis applied by the standards for measurement of costs and liabilities for these benefits is conservative if they continue to be funded on a pay-as-you-go basis and will result in larger yearly cost and liability accruals than if the cost of such benefits were pre-funded in a trust fund in

the same manner as traditional pension benefits. Cities and towns that choose to self-insure all or a portion of the cost of the health care benefits they provide to employees and retirees may establish a trust fund for the purpose of paying claims. In addition, cities and towns may establish a trust fund for the purpose of pre-funding other post-employment benefits liability in the same manner as traditional pension benefits.

The City was required to implement the GASB reporting requirements for other post-employment benefits beginning in fiscal year 2008. As of June 30, 2019, the total OPEB liability for benefits was \$288,098,848 and the fiduciary net position was \$504,144, resulting in a net OPEB liability of \$287,594,704, assuming a discount rate of 2.75%. The actuarial determined contribution (ADC) is an amount determined by the actuary pursuant to GASB Statement No. 74/75 which represents a level of funding that, if paid on an ongoing basis, is projected to cover the service cost each year and amortize any unfunded actuarial liabilities. For the fiscal year ending June 30, 2019, the ADC was \$23,186,865.

The City Council adopted an OPEB liability trust in fiscal 2019. The City has since deposited money into the trust with a current balance of \$765,168. The City is working on dedicating revenue streams to this fund annually as part of the fiscal 2021 budget and its financial policies within.

EMPLOYEE RELATIONS

City and town employees (other than managerial and confidential employees) are entitled to join unions and to bargain collectively on questions of wages, hours and other terms and conditions of employment. Provisions for compulsory arbitration of labor disputes involving fire fighters and police officers were repealed by the initiative law adopted at the November 1980 election.

The following table sets forth the number of full-time employees in the City by major department:

<u>Department</u>	<u>No. of Employees</u>
General Government	86
Public Safety	188
Public Works	37
School	<u>879</u>
Total	<u>1,190</u>

<u>Collective Bargaining Unit</u>	<u>Number of Employees Covered By Contract</u>	<u>Contract Expiration (1)</u>
Revere (School) Administrators Association	28	6/30/21
Revere Teachers Association	650	6/30/21
Educational Assistants	156	8/9/21
American Federation of State, County, and Municipal Employees, AFL-CIO	201	6/30/21
Police Officers	71	6/30/21
Police Superior Officers	35	6/30/21
Fire Department	108	6/30/21
Department of Public Works	40	6/30/21
Public Employees Local 22 Unit A	18	6/30/21
Public Employees Local 22 Unit B	85	6/30/21

LITIGATION

At present there are various cases pending in either Suffolk District, Suffolk Superior, or U.S. District Court, where the City of Revere is a defendant. In the opinion of the City Solicitor, none of the pending litigation is likely to result, either individually or in the aggregate, in final judgments against the City that would materially affect its financial position.

	% INC/DEC FY20 v FY21	% INC/DEC FY22-FY24	FY20 RECAP	FY21 PROJECTED	FY22 PROJECTED	FY23 PROJECTED	FY24 PROJECTED
REVENUES							
TAX LEVY							
PRIOR YEAR LEVY LIMIT			86,416,689	90,539,665	94,803,156	99,373,235	104,057,566
AMENDED NEW GROWTH (prior year)			4,520				
PROPOSITION 2.5 INCREASE TO LEVY		2.50%	2,160,530	2,263,492	2,370,079	2,484,331	2,601,439
NEW GROWTH	2.15%	varies	1,957,926	2,000,000	2,200,000	2,200,000	2,200,000
EXCESS CAPACITY			-77,342				
TAX LEVY	4.80%	varies	90,462,323	94,803,156	99,373,235	104,057,566	108,859,005
LEVY LIMIT	4.71%	varies	90,539,665	94,803,156	99,373,235	104,057,566	108,859,005
LEVY CEILING	17.30%	4.00%	154,216,779	180,895,886	188,131,721	195,656,990	203,483,270
LOCAL RECEIPTS							
MVX	-5.88%	2.50%	5,950,000	5,600,000	5,740,000	5,883,500	6,030,588
MEALS EXCISE	-13.79%	2.50%	725,000	625,000	640,625	656,641	673,057
ROOMS EXCISE	-20.00%	2.50%	2,000,000	1,600,000	1,640,000	1,681,000	1,723,025
INTEREST ON TAXES	22.73%	2.50%	440,000	540,000	553,500	567,338	581,521
IN LIEU OF TAXES	-2.78%	2.50%	144,000	140,000	143,500	147,088	150,765
FEES - POLICE DETAIL ADMIN	0.00%	2.50%	200,000	200,000	205,000	210,125	215,378
OTHER DEPT REVENUE	-3.03%	2.50%	1,650,000	1,600,000	1,640,000	1,681,000	1,723,025
LICENCES & PERMITS	-25.93%	2.50%	2,700,000	2,000,000	2,050,000	2,101,250	2,153,781
FINES & FORFEITS	-10.00%	2.50%	1,500,000	1,350,000	1,383,750	1,418,344	1,453,802
INVESTMENT INCOME	-35.83%	2.50%	1,200,000	770,000	789,250	808,981	829,206
MEDICAID REIMBURSEMENT	0.00%	2.50%	180,000	180,000	184,500	189,113	193,840
MISC. RECURRING	-13.04%	2.50%	345,000	300,000	307,500	315,188	323,067
MISC. NON-RECURRING			0				
TOTAL: LOCAL RECEIPTS	-12.50%	2.50%	17,034,000	14,905,000	15,277,625	15,659,566	16,051,055
CHERRY SHEET REVENUE	2.90%	3.00%	82,188,178	84,571,840	87,108,996	89,722,265	92,413,933
OTHER FINANCIAL SOURCES (OFS)							
Free Cash Appropriations (page 4 column c)	-100.00%	varies	5,837,644				
Other Available Funds (page 4 columb d)	-100.00%	varies	2,356,109				
Other Sources to reduce the Tax Rate	#DIV/0!	varies					
Free Cash to Reduce the Tax Rate	#DIV/0!	varies		1,000,000			
TOTAL: OFS	-87.80%		8,193,753	1,000,000	0	0	0
ENTERPRISE FUNDS							
WATER/SEWER: REV from RATES	2.22%	4.00%	25,280,512	25,841,073	28,954,716	30,112,905	31,317,421
WATER/SEWER: R/E APPROP	0.00%		2,000,000	2,000,000			
WATER/SEWER: OTHER							
SOLID WASTE ENTERPRISE	-28.57%	3.00%	350,000	250,000	257,500	265,225	273,182
TOTAL ENTERPRISE FUND REVENUE	1.67%		27,630,512	28,091,073	29,212,216	30,378,130	31,590,602
GRAND TOTAL: ALL REVENUES	-0.95%	varies	225,508,766	223,371,070	230,972,072	239,817,527	248,914,596

	% INC/DEC FY20 v FY21	% INC/DEC FY22-FY24	FY20 RECAP	FY21 PROJECTED	FY22 PROJECTED	FY23 PROJECTED	FY24 PROJECTED
EXPENDITURES							
GENERAL GOVERNMENT - 100's							
CITY COUNCIL	0.01%	2.50%	322,794	322,838	330,909	339,182	347,661
MAYOR	-7.52%	2.50%	574,288	531,106	544,384	557,993	571,943
NORTHEAST REGIONAL VOCATIONAL SCHOOL	-6.32%	2.50%	2,134,305	1,999,430	2,049,416	2,100,651	2,153,167
HUMAN RESOURCES	29.87%	2.50%	247,272	321,127	329,155	337,384	345,819
OFFICE OF INNOVATION AND DATA MGMT	16.46%	2.50%	449,130	523,069	536,146	549,549	563,288
AUDITOR/BUDGET	5.23%	2.50%	481,861	507,075	519,752	532,746	546,064
PURCHASING	-4.73%	2.50%	261,145	248,794	255,014	261,389	267,924
INFORMATION TECHNOLOGY	0.55%	2.50%	1,234,047	1,240,888	1,271,910	1,303,708	1,336,301
ASSESSORS	2.29%	2.50%	439,976	450,033	461,284	472,816	484,636
COLLECTOR/TREASURER	-3.62%	2.50%	1,235,580	1,190,856	1,220,627	1,251,143	1,282,422
SOLICITOR	-5.20%	2.50%	503,665	477,478	489,415	501,650	514,192
CITY CLERK	-14.71%	2.50%	401,104	342,107	350,660	359,426	368,412
ELECTIONS	1.05%	2.50%	386,872	390,932	400,705	410,723	420,991
LICENCE COMMISSION	0.00%	2.50%	6,200	6,200	6,355	6,514	6,677
CONSERVATION COMMISSION	0.00%	2.50%	7,000	7,000	7,175	7,354	7,538
APPEALS BOARD	0.00%	2.50%	12,320	12,320	12,628	12,944	13,267
STRATEGIC PLANNING/COMM DEVELOPMENT	-11.56%	2.50%	268,731	237,670	243,612	249,702	255,945
ENGINEERING	-19.99%	2.50%	267,127	213,715	219,058	224,534	230,148
TOTAL: GENERAL GOVERNMENT	-2.28%	2.50%	9,233,417	9,022,638	9,248,204	9,479,409	9,716,394
PUBLIC SAFETY - 200's							
POLICE	5.44%	3.50%	11,112,226	11,716,973	12,127,067	12,551,514	12,990,817
FIRE	3.53%	3.50%	10,351,285	10,716,770	11,091,857	11,480,072	11,881,874
REGIONAL EMERGENCY COMM CENTER	-1.14%	3.50%	1,583,986	1,565,894	1,620,700	1,677,425	1,736,135
MUNICIPAL INSPECTIONS	-7.48%	3.50%	1,198,879	1,109,200	1,148,022	1,188,203	1,229,790
PARKING CLERK	-8.16%	3.50%	456,326	419,105	433,774	433,774	448,956
TOTAL: PUBLIC SAFETY	3.34%	3.50%	24,702,702	25,527,942	26,421,420	27,330,988	28,287,572
PUBLIC WORKS - 400's							
Administration	7.19%	3.00%	473,734	507,783	523,016	538,707	554,868
Snow and Ice	0.00%	3.00%	350,000	350,000	360,500	371,315	382,454
Highway	11.56%	3.00%	765,051	853,517	879,123	905,496	932,661
Open Space/Parks	-30.47%	3.00%	953,766	663,129	683,023	703,514	724,619
Facilities/Public Property	-12.40%	3.00%	1,873,131	1,640,790	1,690,014	1,740,714	1,792,936
TOTAL: PUBLIC WORKS	-9.07%	3.00%	4,415,682	4,015,219	4,135,676	4,259,746	4,387,538

	% INC/DEC FY20 v FY21	% INC/DEC FY22-FY24	FY20 RECAP	FY21 PROJECTED	FY22 PROJECTED	FY23 PROJECTED	FY24 PROJECTED
HEALTH and HUMAN SERVICES - 500's							
PUBLIC HEALTH: PUBLIC HEALTH INITIATIVES (NURSES)	17.87%	2.50%	717,872	846,175	867,329	889,013	911,238
PUBLIC HEALTH: HEALTHY COMMUNITY INITIATIVES (HCI)	-100.00%	2.50%	142,037	0	0	0	0
PUBLIC HEALTH: SUBSTANCE USE INITIATIVES (SUDI)	-100.00%	2.50%	38,438	0	0	0	0
COUNCIL ON ELDER AFFAIRS	-15.94%	2.50%	279,323	234,806	240,676	246,693	252,860
VETERANS AFFAIRS	-10.22%	2.50%	960,160	862,018	883,568	905,658	928,299
COMMISSION ON DISABILITY	0.00%	2.50%	9,300	9,300	9,533	9,771	10,015
CONSUMER AFFAIRS	-100.00%	2.50%	49,858	0	0	0	0
TOTAL: HUMAN SERVICES	-11.14%	2.50%	2,196,988	1,952,299	2,001,106	2,051,134	2,102,412
LIBRARIES AND RECREATION - 600's							
LIBRARY	1.07%	2.50%	600,423	606,840	622,011	637,561	653,500
RECREATION	7.49%	2.50%	681,301	732,333	750,641	769,407	788,643
HISTORICAL AND CULTURAL RESOURCES	0.00%	2.50%	10,000	10,000	10,250	10,506	10,769
TOTAL: CULTURAL AND RECREATIONAL	4.45%	2.50%	1,291,724	1,349,173	1,382,902	1,417,475	1,452,912
SUBTOTAL - CITY DEPARTMENT COSTS	0.06%	varies	41,840,513	41,867,271	43,189,308	44,538,751	45,946,829
DEBT SERVICE - 700's							
RETIREMENT OF LONG TERM CAPITAL DEBT PRINCIPAL	0.00%	debt sched	2,739,543	2,739,544	3,349,543	3,460,743	3,469,543
RETIREMENT OF LONG TERM CAPITAL DEBT INTEREST	-5.42%	debt sched	1,948,804	1,843,194	1,711,307	1,575,467	1,435,921
SHORT TERM DEBT INTEREST	-64.55%	varies	397,761	141,000	200,000	200,000	200,000
PAYDOWN OF BAN'S				105,000			
ESTIMATED NEW DEBT - DPW Building (\$22.5m)					787,500	1,368,000	1,368,000
ESTIMATED NEW DEBT - DCR Facility (\$11m)					522,900	522,900	522,900
ESTIMATED NEW DEBT - Point of Pines Fire Station (\$9.5m)					332,500	577,620	577,620
ESTIMATED NEW DEBT - New High School Building							
ESTIMATED NEW DEBT - North Shore Voc School Building							
ESTIMATED NEW DEBT - HVAC project - Lincoln School							
SUBTOTAL - DEBT SERVICE (GENERAL FUND)	-5.06%	varies	5,086,108	4,828,738	6,903,750	7,704,730	7,573,984
UNCLASSIFIED BENEFITS - 900's							
Employee Group Health - rates	2.57%	4.50%	21,848,405	22,409,934	23,418,381	24,472,208	25,573,458
FICA - Medicare	2.00%	3.50%	1,500,000	1,530,000	1,583,550	1,638,974	1,696,338
Property and Casualty Insurance	9.90%	3.00%	1,010,000	1,110,000	1,143,300	1,177,599	1,212,927
CONTRIBUTORY PENSION	6.77%	5.00%	12,655,956	13,513,019	14,188,670	14,898,103	15,643,009
SUBTOTAL - PENSION AND UNCLASSIFIED BENEFITS	4.18%	varies	37,014,361	38,562,953	40,333,901	42,186,885	44,125,731
EDUCATION - 300's							
Revere Public Schools (per schedule 19)	4.75%	4.00%	89,847,444	94,113,447	97,877,985	101,793,104	105,864,828
SUBTOTAL - SCHOOL DEPARTMENT	4.75%	4.00%	89,847,444	94,113,447	97,877,985	101,793,104	105,864,828
SUBTOTAL: GENERAL FUND	3.21%	varies	173,788,426	179,372,409	188,304,944	196,223,471	203,511,373

	% INC/DEC FY20 v FY21	% INC/DEC FY22-FY24	FY20 RECAP	FY21 PROJECTED	FY22 PROJECTED	FY23 PROJECTED	FY24 PROJECTED
<u>WATER/SEWER ENTERPRISE</u>							
SALARIES	-12.32%	3.00%	1,770,966	1,552,799	1,599,383	1,647,364	1,696,785
EXPENSES	-12.90%	3.00%	1,637,900	1,426,600	1,469,398	1,513,480	1,558,884
EXPENSES - Long Term Debt Principal	7.86%	debt sched	3,656,327	3,943,720	3,914,543	4,045,743	4,074,543
EXPENSES - Long Term Debt Interest	0.62%	debt sched	1,689,835	1,700,296	1,630,596	1,559,397	1,486,740
EXPENSES - Short Term Debt Interest			0				
EXPENSES - SRF Admin Fees	-1.89%	debt sched	112,781	110,649	106,268	101,784	97,195
MWRA ASSESSMENT - Water	6.56%	3.00%	5,263,284	5,608,417	5,776,670	5,949,970	6,128,469
MWRA ASSESSMENT - Sewer	2.28%	3.00%	10,994,231	11,244,370	11,581,701	11,929,152	12,287,027
SUBTOTAL: WATER/SEWER ENTERPRISE	1.84%	varies	25,125,324	25,586,851	26,078,559	26,746,890	27,329,643
<u>SOLID WASTE ENTERPRISE</u>							
SALARY	3.16%	3.00%	395,584	408,096	420,339	432,949	445,938
EXPENSES	-39.47%	3.00%	38,000	23,000	23,690	24,401	25,133
CONTRACTED SERVICES - Trash Pickup	2.00%	3.00%	2,163,000	2,206,260	2,272,448	2,340,621	2,410,840
CONTRACTED SERVICES - Recycling Disposal	83.33%	3.00%	300,000	550,000	566,500	583,495	601,000
CONTRACTED SERVICES - Solid Waste Disposal	0.00%	3.00%	1,220,000	1,220,000	1,256,600	1,294,298	1,333,127
CAPITAL - lease payments and barrel replacement	0.00%	lease sched	340,000	340,000	199,500	0	0
NEW EQUIPMENT - additional barrels/recycling bins as needed	-25.00%	3.00%	20,000	15,000	15,450	15,914	16,391
PRIOR YEAR DEFICIT	-100.00%		243,204				
SUBTOTAL: SOLID WASTE ENTERPRISE	0.90%	varies	4,719,788	4,762,356	4,754,527	4,691,677	4,832,428
SUBTOTAL: CITY, SCHOOL, AND ENTERPRISE	2.99%	varies	203,633,538	209,721,616	219,138,029	227,662,038	235,673,444
<u>OTHER EXPENDITURES</u>							
CHERRY SHEET ASSESSMENT	-0.21%	3.00%	12,817,554	12,791,261	13,174,998	13,570,248	13,977,356
CHERRY SHEET OFFSET	-9.83%	3.00%	71,141	64,148	66,073	68,055	70,097
OVERLAY	6.90%	varies	742,782	794,045	900,000	1,000,000	1,100,000
SNOW AND ICE DEFICIT		0.00%	0	0	0	0	0
OTHER DEFICITS RAISED ON RECAP							
Final Court Judgements	-100.00%		50,000				
Overlay Deficit							
Tax Title							
SUPPLEMENTAL APPROPRIATIONS							
Raise and Appropriate (pg 4 column B except budget)							
From Free Cash (pg 4 column c of recap)	-100.00%		5,837,644				
From Other Available Funds (pg 4 of recap)	-100.00%		2,356,103				
TOTAL: OTHER EXPENDITURES	-37.60%	varies	21,875,224	13,649,454	14,141,071	14,638,303	15,147,453
GRAND TOTAL: ALL EXPENDITURES	-0.95%	varies	225,508,762	223,371,070	233,279,101	242,300,342	250,820,896
BUDGET GAP (positive = excess capacity)			4	0	-2,307,029	-2,482,815	-1,906,300

Five Year Financial Forecast - Narrative

FY2020 through FY2024

Executive Summary

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

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

The five-year financial forecast is also used as a communication tool for both the City Council and the public. The forecast is always evolving and is constantly updated as information becomes available.

The FY2021 budget reflects a commitment to professionalizing government as well as making strategic investments in public safety, public works, and public education. The budget also continues to follow the capital budget of the City, making significant investments in our public infrastructure and departmental equipment.

The FY2021 is balanced, with approximately \$223.3 million of estimated receipts to balance the general operating budget as well as the school operating budget and enterprise fund budgets. Below is a breakdown of all revenues and expenses as detailed in this forecast.

Revenues

Tax Levy: \$94,803,156

The tax levy is the City's primary revenue source, comprising approximately 49% of the City's total general fund revenues. Residential property values pay 79.5% of the total property taxes, while commercial, industrial, and personal property values pay 20.5%. The City has a split tax rate of 1.75, which translates to a residential rate of \$11.26/m and a commercial rate of \$21.88/m for FY2020.

The City realizes an automatic 2.5% increase to the tax levy under Proposition 2 ½, plus any increase due to “new growth” in the City. New growth includes new development, condominium conversions, and renovations/expansions to existing properties, to name a few. Based upon the number of large developments and building permits issued over the last year and half, it is recommended that the growth estimate to be used for FY2021 should be \$2,000,000.

Local Receipts: \$14,905,000

Local receipts are locally generated revenues other than real and personal property taxes. Examples include motor vehicle excise, investment income, hotel/motel tax, fees, rentals, and charges. The City has decreased its estimate for local receipts by 12.5% for FY2021 (from \$17m to \$14.9m) due to the anticipated decreases in our meals and rooms excise tax receipts (-13.8% and -20% respectively), as well as motor vehicle excise tax (-5.9%). In total, these local excise taxes are budgeted to decrease by \$850k combined.

Also, it is anticipated that revenue from licenses and permits will decrease by 25% (decrease of \$700k) as we recover from the pandemic and the economic downturn that resulted from it. Investment income is also budgeted at a reduced amount due to the lowered interest rates by the federal government. Just about all local receipts are budgeted to decrease except interest on taxes.

It is anticipated that local receipts will increase at 2.5% per year for purposes of financial forecasting, however, this will be closely monitored as we recover from the pandemic with the hope that we will see a strong financial recovery once the economy is 100% open.

Cherry Sheet Revenue (State Aid): \$84,571,840

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

This year, the Governor proposed an initial budget that was preparing to fund the City of Revere’s Chapter 70 account at \$80.1 million dollars. However, it is doubtful that the State will be able to afford to fund the Governor’s requested amount which included funding for the Student Opportunity Act. Therefore, we are decreasing the Governor’s estimated by nearly 10%, or \$7.9 million less (\$72.2 million).

Also, the Governor’s proposed funding of Unrestricted General Government Aid (UGGA) has been decreased by 10%, from \$11.2 million to \$10.1 million. Chapter 70 and UGGA funds account for nearly 97% of the City’s Cherry Sheet revenue, however, in total, the City has decreased its estimated revenues from the Cherry Sheet by 9.8%, in anticipation of deep cuts to the Governor’s proposed budget.

It is always difficult to gauge the amount that the Commonwealth will allocate to the 351 municipalities due to the volatile economy and evolving funding formulas. Nevertheless, we need to assume a figure for purposes of completing the five-year financial forecast. Therefore, it is predicted that State Aid will increase by 3% of the City's modified estimates to the Governor's budget for FY2022 through FY2024.

Enterprise Fund Revenue: \$28,091,073

An enterprise fund, authorized by MGL Chapter 44, Section 53F ½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any.

The City of Revere currently has two Enterprise Funds; Water and Sewer Enterprise and Solid Waste Enterprise.

Water/Sewer Enterprise: \$25,841,073

The water and sewer enterprise fund provides for full cost recovery including indirect costs that are appropriated in the general fund. Water and sewer enterprise fund revenues are estimated to have various increases over the next three fiscal years depending on the costs of assessments from the MWRA, as well as the debt service from some of the major projects underway in the City, including the completion of the water meter and lead service replacement projects, the reconstruction of several water mains, rehabilitation of the sewer lines, and the consent decree infrastructure improvements.

Due to the improvements being made in the City's infrastructure, as well as the replacement of nearly 98% of all of the water meters throughout the City, the Enterprise Fund has ended fiscal year 2019 with a significant surplus of over \$3 million. Further, the water and sewer enterprise fund has a Stabilization Fund balance of over \$7.2 million. These reserves are indicators of an enterprise fund that is not only conservatively balanced, but also has significant reserves to address any unanticipated expenses or to stabilize water and sewer rates.

For purposes of the financial forecast, enterprise fund revenues are forecasted to increase 4% to keep up with the continued efforts put forward by the department to upgrade the City's infrastructure, including the elimination of inflow/infiltration of sewer lines, and illicit connections to the city's infrastructure.

Solid Waste/Recycling Enterprise: \$250,000

The Solid Waste Enterprise fund is currently in its first year of establishment. As stated above, an enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any.

In the case of collecting and disposing of the City's solid waste and recycling, there is a significant subsidy from the City's general fund to the enterprise fund. In fact, only \$250,000 in projected revenues will offset the nearly \$4.7 million cost of providing the service. The escalating costs, most notably the increasing and volatile costs of administering and disposing of single stream recycling, have many communities scrambling to fund the costs. In past years, cities and towns were making money from single stream recycling. Currently, the city is paying more per ton to dispose of single stream recycling than it does to dispose of trash. It is a frightening reality and the administration is paying close attention to this situation.

It is estimated that the City will collect \$250,000 in revenues from the sale of overflow barrels, fines for improperly stored trash, and a newly adopted textile recycling program that pays the City \$20 per ton for all recycled textiles, which include clothing, bedding, pots, pans, and other household items that typically would be thrown in the trash. For FY2022 through FY2024, it is estimated that the solid waste enterprise revenues will increase by 3%.

Other Financial Sources: \$1,000,000

An appropriation of \$1,000,000 from the City's free cash has been budgeted as a contingency to the FY2021 operating budget. The City has made its best efforts to estimate the impact of the pandemic on the overall FY2021 budget, including all revenues which the City relies on to fund all departments of the City, including the Revere Public Schools. In doing so, we can run the risk of being overly conservative, which would mean that actual revenues would exceed FY2021 estimates. If this is the case, we may not need to appropriate the \$1,000,000 of free cash. However, in the event that we are accurate with our revenue estimates, we will need to appropriate \$1,000,000 to keep the budget in balance.

Balancing the budget with one time revenues is something that is not recommended on a yearly basis. However, when there are extraordinary financial events such as a temporary economic downturn that will adversely affect our budgets to the point where vital services would need to be drastically reduced, it is prudent and responsible for such an appropriation. The administration fully expects the

economy to recover over time, and with that recovery will be increased State Aid and local receipts that will allow us to go back to “best practices” with our budgeting policy whereby non-recurring revenues are excluded in our operating budget.

Therefore, for purposes of the five year financial forecast, no revenues are proposed as part of FY2022 through FY2024.

Expenses

General Government: \$9,022,638

Departments under General Government include all of the financial offices and overhead support functions, including Mayor, City Council, Finance, Legal, City Clerk, Elections, Planning and Community Development.

General government spending for FY2021 has been decreased by 2.3%. Due to the economic downturn, every budget was reviewed closely to try to keep expenses down to offset decreased revenues. Furthermore, vacant jobs in nearly all departments have been eliminated, as well as many of the part-time and full time positions throughout the City.

Reorganizations of several departments resulted in cost savings by sharing administrative and clerical roles, further decreasing expenses. A key component of the reorganizations was the newly created executive cabinet of Mayor Arrigo’s administration. This reorganization has created a new organizational structure that has the Mayor’s executive staff coordinating the efforts of multiple departments in an effort to streamline communications, promote accountability, and effect changes that are in line with the Mayor’s overall mission of the City.

On the general government side of operations, the Mayor has created a Chief Financial Officer title for the City, which will oversee the departments of the Auditor, Budget, Assessor, Treasurer/Collector, Purchasing, Parking, and Water/Sewer billing departments. Also, the City’s Chief Innovation Officer will manage the departments of Information Technology, Data Management and Constituent Services (311). The Chief of Economic Development will oversee the Planning and Community Development departments of the City. All three Chiefs will report directly to the Mayor on matters of the respective departments in which they now manage. All departments that operate under the respective chiefs have decreases in employees, resulting in fewer full-time equivalents (FTE’s) collectively from last year’s budget.

For forecasting purposes, the estimated expense increase for general government services for the City will be 2.5% for FY2022 through FY2024.

Public Safety: \$25,527,942

Departments under Public Safety include Police, Fire, Municipal Inspections, Regional Emergency Communications Center, and Parking Departments.

In FY2021, Public Safety is budgeted at a 3.4% increase in spending. Mostly all of the increase is due to collective bargaining agreements of the police and fire departments, as well as an anticipated increase in the budget for the Metro North Regional Emergency Communication Center (MNRECC) due to a shift in the assessment percentages per the agreed upon formula. The prior formula had Revere paying 76.2% in FY2020, however, the call volume data has moved that assessment apportionment to 78.0%.

Both the Parking and Municipal Inspections departments have decreases due to reductions in force. Unfortunately, both departments will be working with fewer employees for FY2021, with the hope that when the economy strengthens, we will be able to bring those departments back to the staffing levels of FY2020.

The estimated expense increase for public safety for the City will be 3.5% as a whole for FY2022 through FY2024. These projected increases are due to the Mayor's commitment to maintain the staffing levels of the police and fire departments, as well as a commitment to continue to fund the Metro North Regional Emergency Communication Center for the benefit of the City and its residents.

Department of Public Works: \$4,015,217

Departments under Public Works (DPW) include Public Works Administration, Snow and Ice Removal, Highway, Open Space/Parks, and Facilities/Public Property. The Water, Sewer, and Drain (W/S/D) department and the Solid Waste department are also part of the DPW, but are budgeted separately as enterprise funds.

Enterprise Fund accounting allows the City to treat the collection of its solid waste, recyclables, yard waste, and bulky items in a separate account that segregates revenues and expenses in the same manner as the Water/Sewer Enterprise Fund. While revenues of the Solid Waste Enterprise Fund do not cover the total cost of expenses incurred, as they do in the W/S/D Enterprise Fund, it does allow for identifying the true costs to the City for solid waste and recycling operations.

For FY2021, the Mayor has created the cabinet level position of Chief of Infrastructure and Public Works. This position will coordinate the departments of DPW administration, highway, parks/open space, facilities/public property, engineering, water/sewer/drain, and solid waste. As part of this reorganization, many of the laborers and clerical staff will be merged together to create synergies and savings. In an effort to be more efficient and effective, all services that are done within these departments will be examined and modified where

needed. Impact bargaining with the unions will allow for more versatility in the manner in which services are provided. Many services that have been previously done by vendors or third parties have been eliminated as a way to reduce costs. However, it is expected that those services can be handled with existing staff and members of our summer work program that is administered by the recreation department.

As a result of the reorganization of the DPW, as well as the reductions in force, the FY2021 budget has been decreased by 9.07% from FY2020.

Estimated expense increase for the Department of Public Works is expected to increase at 3% per year from FY2022 through FY2024

Health and Human Services: \$1,952,299

Departments under Human Services include the Public Health Department (Board of Health, Nurses, and Substance Use Initiatives (SUDI) department), Council on Elder Affairs, Veterans Affairs, Consumer Affairs, and the Commission on Disability.

As part of the Mayor's reorganization of duties, the position of Chief of Health and Human Services (HHS) has been created and filled to oversee all departments that fall under Health and Human Services. This reorganization also collapsed the department of Healthy Communities Initiatives into Public Health, and also eliminated any general fund appropriations for the operation of the City's SUDI and Consumer Affairs departments. Furthermore, the efforts of all of these departments will now be coordinated by the Chief of HHS which will create efficiencies and savings across the board.

The overall budget of all departments of the City's Health and Human Services has decreased by 11.1% for FY2021, from \$2.2 million to \$1.95 million. Most all savings has come from reductions in force and greater reliance on grant revenues for staffing and related costs of those departments that are grant reliant.

Estimated costs to Human Services are expected to increase as a whole by 2.5% through FY2024 for purposes of forecasting.

Cultural and Recreation: \$1,349,173

Departments under Cultural and Recreation include the Library, Parks & Recreation, and Historical & Cultural Resources

Expenses in the Library Department are projected to increase by 1.07% for FY2021 due to normal increases in salaries and expenses. Certain requirements of the Commonwealth require the budget of the library to be funded at a level to meet its minimum appropriation requirement. The budget set forth in FY2021 allows for such funding.

Expenses in the Parks & Recreation department will increase by 7.49% due to several factors. Most prevalent is the funding required for the City to continue to operate a Community Center at the Garfield School. The Community Center is a multigenerational, multicultural and inclusive space for Revere residents. The Community Center features a swimming pool, gymnasium, auditorium, classroom space, community meeting space and a fitness area. Also, the function of administering the Community Schools Department has been moved from the School Department to the Parks & Recreation Department. Community Schools offers adult education classes for a fee. While there is a fee for these classes, it does not operate as a full cost recovery service, and requires supplemental appropriations from the City.

Estimated costs to Cultural and Recreation are expected to increase by 2.5% through FY2024 for purposes of forecasting.

Fixed Costs: \$43,391,691

Fixed costs are costs that are legally or contractually mandated such as debt service, health insurance, retirement assessment, Medicare, and property/casualty insurance. Fixed costs continue to be the biggest challenge in municipal budgets. Each fixed cost has its own projected increase over the five-year forecast that reflects estimated average costs municipalities are seeing in each category.

The projected increases for FY2022 through FY2024 for each fixed cost are as follows:

- Health Insurance: 4.5%
 - In FY2021, the City will see an increase of 2.57% due to the natural increase in health care costs combined the additional staffing in school and city departments during FY2021.
 - The City, in an effort to have some cost savings in FY2021, introduced an “Opt-Out” program which will compensate employees who are able to come off of the City’s health insurance plans. This program will help reduce the head count of our employees who take the health care benefit and therefore reduce costs of providing health insurance.
- Retirement Assessment: Per amortization schedule
 - Estimated increases needed to fully fund the unfunded liability by 2033. After 2033, the City will pay its normal costs.
- Medicare: 3.5%
 - Estimated average of salary increase over the next three years.
- Municipal Insurance: 3%
 - Estimated based upon increased investments in the City’s capital and infrastructure and normal inflationary costs.
- Debt service: Per estimated funding schedule
 - The City’s capital plan is an evolving document and will always adjust based upon the needs of the community, current market conditions, and changing circumstances of both the schools and general government operations. Refunding opportunities that allow the City to refinance existing debt are reviewed annually with the City’s financial advisors in a continued effort to keep debt service as low as possible.

Education – Revere School District: \$94,113,447

The School Committee oversees the budget process for the schools, and it has a bottom line budget of \$94,113,447 for FY2021, an increase of 4.75% from FY2020. The school department's budget has been built on Chapter 70 estimates that are in line with the five year financial forecast. As stated above, these estimates are subject to change depending on the final approved budget of the Commonwealth, which is anticipated to happen sometime this summer. Delays in final budgeting are due to the impacts of COVID-19 and its effect on the State's ability to fund local aid.

For financial forecasting purposes, we expect that the cost of education will increase the general fund budget by 4% per year in both personnel and non-personnel expenses.

Please see the school department's section of the budget for additional information about the schools overall budget and the details of such.

Enterprise Fund Expenses ~ Water/Sewer/Drain (W/S/D) Enterprise \$25,586,851

Expenses in this enterprise fund represent personnel, expenses, contracted services, assessments, and debt service costs.

All expenses in the W/S/D that aren't fixed costs (debt and MWRA assessment) have been decreased sharply from FY2020 budgeted amounts. Salaries have been decreased by 12.3% due to reductions in force. Expenses have also been decreased by 12.9% due to decreases in amounts budgeted for contracted services. In many of these cases, the purchases of equipment over the past several years have allowed the W/S/D department to do more work in house, thereby saving money on contracted services.

Expenses are projected to rise from FY2022-FY2024 as follows:

- Water/Sewer Enterprise
 - Personnel: 3%
 - Expenses: 3%
 - MWRA Assessment ~ Water 3%
 - MWRA Assessment ~ Sewer 3%
 - SRF Fees projected debt schedule
 - Debt Service: projected debt schedule

Enterprise Fund Expenses ~ Solid Waste/Recycling Disposal \$4,762,356

Expenses in the Solid Waste Enterprise fund consist of salary and expenses, as well as contracted services for the collection and disposal of the City's solid waste and recycling.

For FY2021, there was a less than 1% increase in the solid waste budget. Expenses were kept in check due to reductions in appropriations in operations, including rodent control to which the City had great success in mitigating through its proactive measures and diligent management of the plan to eradicate the issue.

For FY2022 and beyond, the City is forecasting increases in Solid Waste/Recycling costs as follows:

- Solid Waste Enterprise
 - Salary: 3%
 - Expenses : 3%
 - Contracted Services (including..): 3%
 - Solid Waste Disposal
 - Recycling Disposal
 - Yard Waste Disposal
 - Bulky Items Disposal
 - E-Waste/Hazardous Waste
 - Capital: per lease schedule

Cherry Sheet Assessment: \$12,791,261

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

The categories of charges include state assessments (retired teachers insurance, mosquito control, RMV non-renewal surcharge, etc), transportation authorities (MBTA primarily), annual charges (special education), and tuition assessments (school choice and charter schools). This year's overall assessments have decreased by .21% from last year's assessment of \$12,817,554.

It is projected that the Cherry Sheet assessment from the Commonwealth will increase 3% from FY2022 to FY2024.

Other Expenditures: \$858,193

- Overlay: \$794,045
 - Overlay is an account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year.
 - Per the Municipal Modernization Act, all overlay balances from prior years can be combined to settle any abatements and exemptions. The balance of all prior year's overlay is approximately \$1.25m
 - Overlay will need to increase for FY2022 due to the adoption of the senior tax abatement program and projected residential exemption program for FY2020.
 - Overlay will be increased by amounts set by the Assessor for FY2022-2024 for purposes of forecasting.
- Cherry Sheet Offset: \$64,148
 - Offset receipts are receipts from the Cherry Sheet that are to be used for a specific purpose (public library). These obligations are expected to increase 3% for FY2022 to FY2024

Conclusion

The City of Revere, like all municipalities throughout the Commonwealth, continues to struggle with the effects of the COVID-19 pandemic, as well as rising fixed costs, increasing demands for services, and contractual obligations. The unique challenges of the pandemic have made the FY2021 budget process one of the most challenging in recent memory. However, we have put forth a budget and a spending plan that is responsible, with realistic revenue estimates based upon currently known information that has been analyzed and adjusted accordingly.

The five-year financial forecast is a tool that helps us best manage the challenges of such events. It is a tool that uses reasonable estimates in both revenue and expenditure trends while considering the overall economic picture of the current times. It has flexibility to adapt as needed, and consistently evolves as economic trends and other extraordinary and unforeseen events happen.

The goal is to project revenues and expenditures up to five years into the future which helps the administration analyze where current trends are leading and estimate if money will be available for discretionary spending such as capital purchases, collective bargaining settlements, and new municipal program. It also will help identify those “budget buster” items that need reform from the local or state government.

The five-year forecast, combined with the capital improvement program and FY2021 budget will continue to be the basis for all future financial planning for the City of Revere.

ORGANIZATIONAL STRUCTURE

Departments and Functions

The City's organizational structure for FY 2021 provides the citizenry a visual of the overall structure of the organization. Organization responsibility codes (see below) are used in the organizational structure and in the organization chart to clearly identify the department, board, or committee (organizational unit) responsible for the management, oversight, and financial controls, (organizational unit cost centers).

ORGANIZATIONAL UNIT RESPONSIBILITY CODES

Organization Responsibility Codes

Organization department codes group departments in a series of numbers as follows:

- 100's (general government)
- 200's (public safety)
- 300's (schools)
- 400's (department of public works)
- 500's (health and human services)
- 600's (library and recreation)
- 700's (debt)
- 800's (intergovernmental – assessments from Commonwealth)
- 900's (unclassified – health insurance, pension and other fixed costs)

ORGANIZATIONAL UNIT COST CENTERS

Cost centers are used to classify revenues and expenditures for external financial reporting. Classification of expenditures by organizational unit is essential to responsible accounting. The classification corresponds with the government unit's organizational structure.

GENERAL GOVERNMENT (100)

Organization Responsibility codes 100-199 are reserved for general government:

110 Legislative - Expenditures related to the legislative operations of the community. Reporting units in this category include:

- City Council (111)

120 Executive - Expenditures related to the executive operations of the community. Reporting units in this category include:

- Executive Office of Mayor (121)
- Northeast Regional Vocational School (122)
- Office of Human Resources (125)
- Office of Innovation and Data Management (127)

130 Financial Administration - Expenditures related to the financial administration of the community. Reporting units in this category include:

- Office of the Chief Financial Officer, City Auditor and Budget Director (135)
- Office of Purchasing and Procurement (138)
- Office of Information Technology (140)
- Office of Assessing (141)
- Office of Treasurer/Collector (145)

GENERAL GOVERNMENT (100) continued

150 Operations Support - Expenditures related to the non-financial administration of the community. Reporting units in this category include:

- Office of the City Solicitor (151)

160 Licensing And Registration - Expenditures related to the licensing and registration operations of the community. Reporting units in this category include:

- Office of the City Clerk (161)
- Office of Elections (162)
- Licensing Commission (165)

170 Land Use - Expenditures related to the management and control of land use within the community. Reporting units in this category include:

- Conservation Commission (171)

180 Development - Expenditures related to encouraging and managing the physical and economic growth of the community. Reporting units in this category include:

- Office of Strategic Planning and Economic Development (182)
- Office of Engineering (184)

PUBLIC SAFETY (200)

Organization Responsibility codes 200-299 are reserved for public safety:

210 Police - Expenditures for law enforcement.

- Police (210)

220 Fire - Expenditures for preventing and fighting fires.

- Fire (220)

230 Emergency Communications – Expenditures for assessment for operations of emergency communications.

- Metro North Regional Emergency Communication Center (230)

240 Protective Inspection - Expenditures related to the protective inspection operations of the community. Reporting units in this category include:

- Office of Building/Inspectional Services (242)

290 Other - Expenditures related to public safety which doesn't fall readily into one of the previous categories. Reporting units in this category include:

- Office of the Parking Clerk (295)

EDUCATION (300)

Organizational Responsibility codes 300-399 are reserved for education:

300 Education - Expenditures for education of the Revere Public Schools. In developing this area, the Department of Elementary and Secondary Education's End of Year report can be reviewed and provided information for preparation.

- Revere Public Schools (300)

D P W (400)

Organizational Responsibility codes 400-499 are reserved for city services (public works):

420 Department of Public Works - Expenditures related to the construction, maintenance, and repair of highways and streets in the community. Reporting units in this category include:

- Public Works Administration (420)
- Snow and Ice Removal (421)
- Highway (422)
- Parks and Open Space (423)
- Solid Waste/Recycling (424)*
- Facilities/Public Property (425)
- Water/Sewer/Drains (430)*

**Enterprise Funds*

HEALTH and HUMAN SERVICES (500)

Organization Responsibility codes 500-599 are reserved for health and human services:

520 Public Health - Expenditures related to inspection and regulatory activities which contribute to the conservation and improvement of public health. Reporting units in this category include:

- Office of the Health Department (522)
- Office of Public Health Substance Use Initiatives (525)

540 Public Resources – Expenditures related to activities of veterans, elderly, and disabled: Reporting units in this category include:

- Office of the Elder Affairs (541)
- Office of Veteran's Affairs (543)
- Commission on Disabilities (549)

590 Other – Expenditures for human services which do not readily fall into one of the previous categories. Reporting units include:

- Office of the Consumer Affairs (590)

CULTURE AND RECREATION (600)

Organization Responsibility codes 600-699 are reserved for culture and recreation:

610 Library - Expenditures related to the operation of a public library.

- Library (610)

650 Recreation - Expenditures related to the provision of recreational activities or the operation of recreational facilities.

- Recreation (650)
- Historical and Cultural Resources (690)

DEBT SERVICE (700)

Organization Responsibility codes 700-799 are reserved for debt service:

700 Bonded Debt - Expenditures for periodic payments bonded debt.

- Bonded Debt (700)

INTERGOVERNMENTAL EXPENDITURES (800)

Organization Responsibility codes 800-899 are reserved for intergovernmental expenditures (cherry sheet charges):

820 State Assessments and Charges - Expenditures for periodic payments of cherry sheet charges from the Commonwealth.

- State Assessments and Charges (820)

UNCLASSIFIED (900)

Organizational Responsibility codes 900-999 are reserved for unclassified expenditures:

900 Employee Benefits - Expenditures related to employee benefits not made directly to employee, but which are allocated to specific costs and benefits on behalf of employees. Reporting units in this category include:

- Medicare (FICA) Taxes (901)
- Employee Group Insurance (909)

910 Retirement and Pension Contributions - Expenditures for retirement and pension contributions. Reporting units in this category include:

- Retirement and Pension Contributions (911)

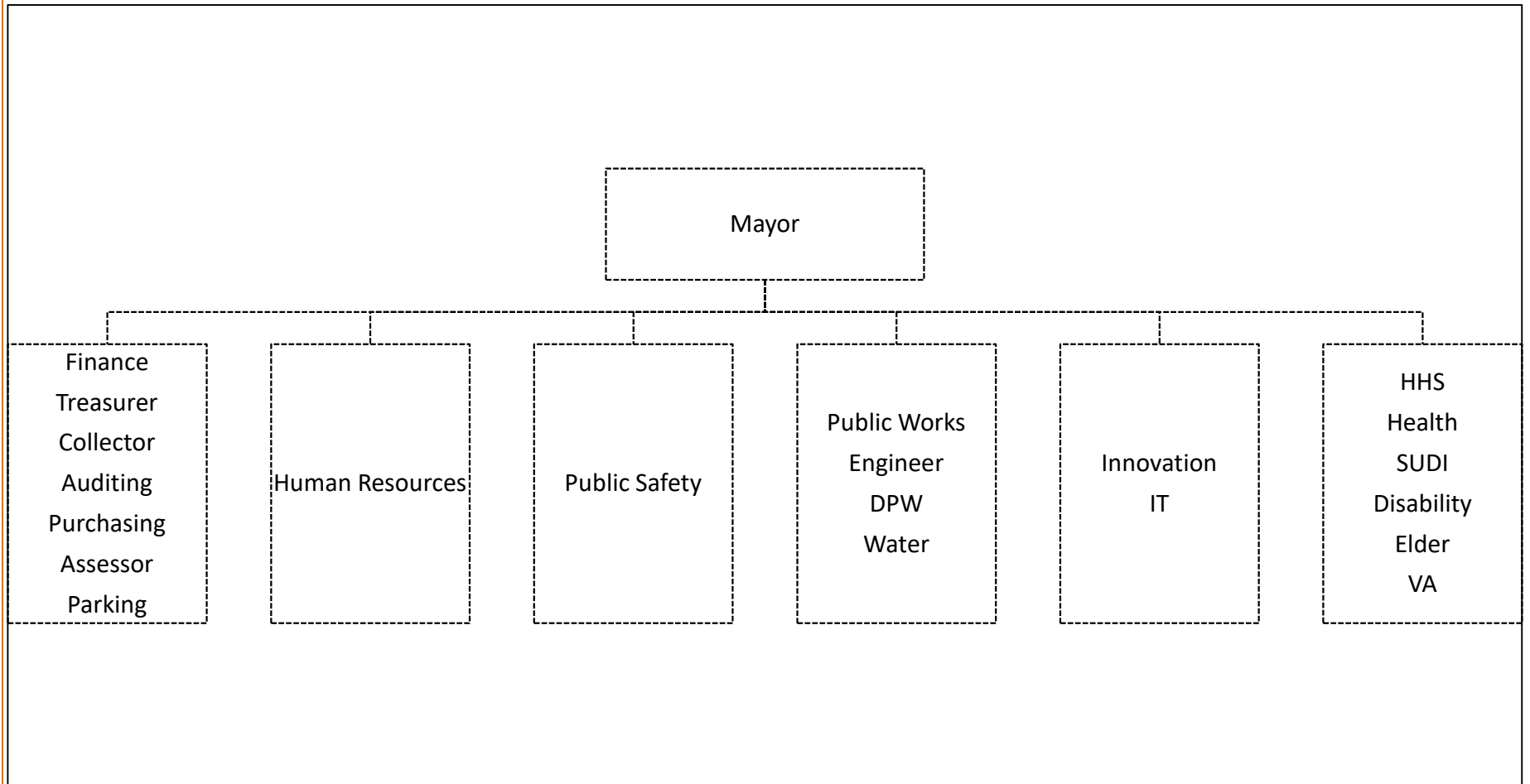
940 Property and Casualty Insurance - Expenditures for property and casualty insurance and related costs. Reporting units in this category include:

- Property and Casualty Insurance (940)

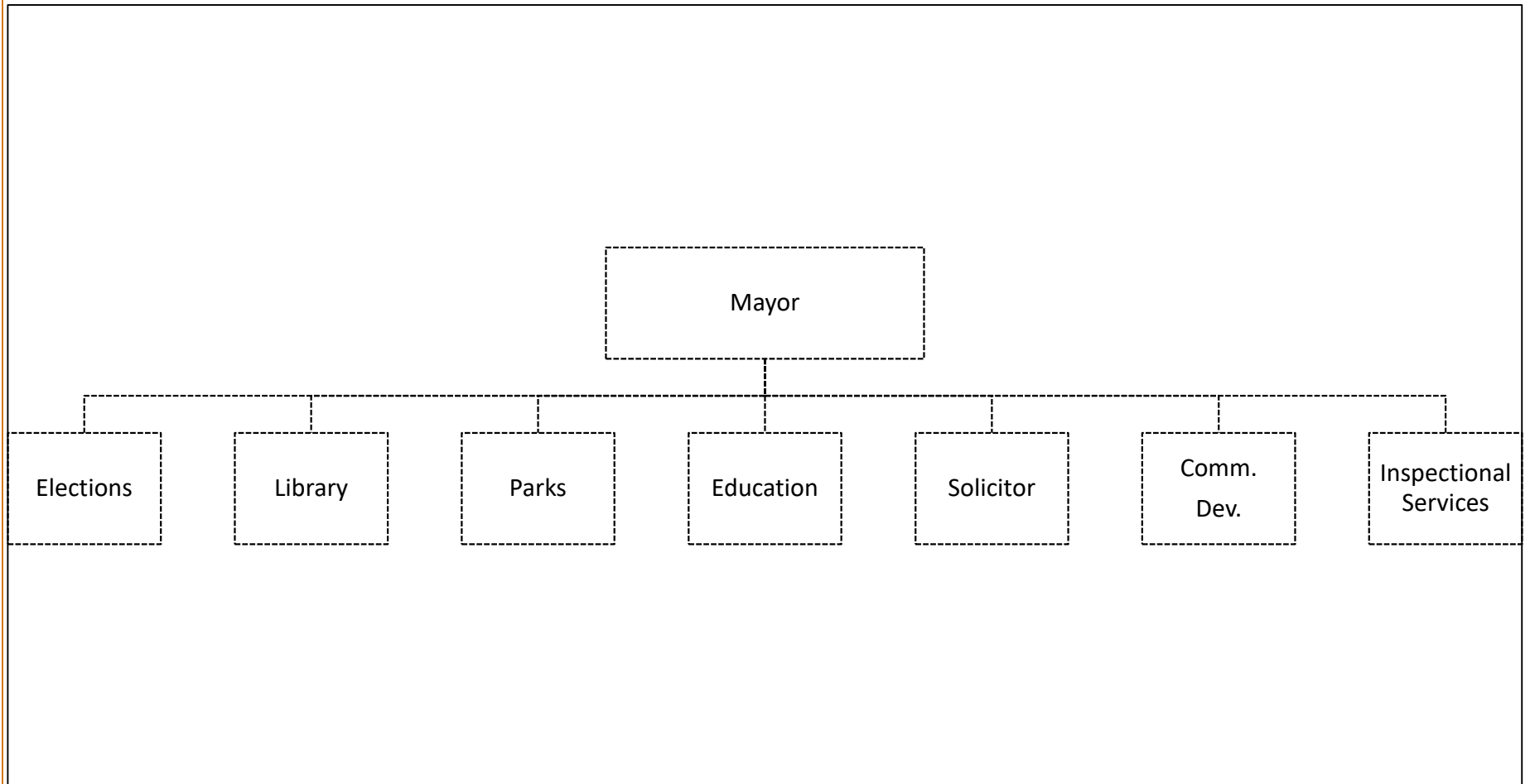
City of Revere Organizational Chart



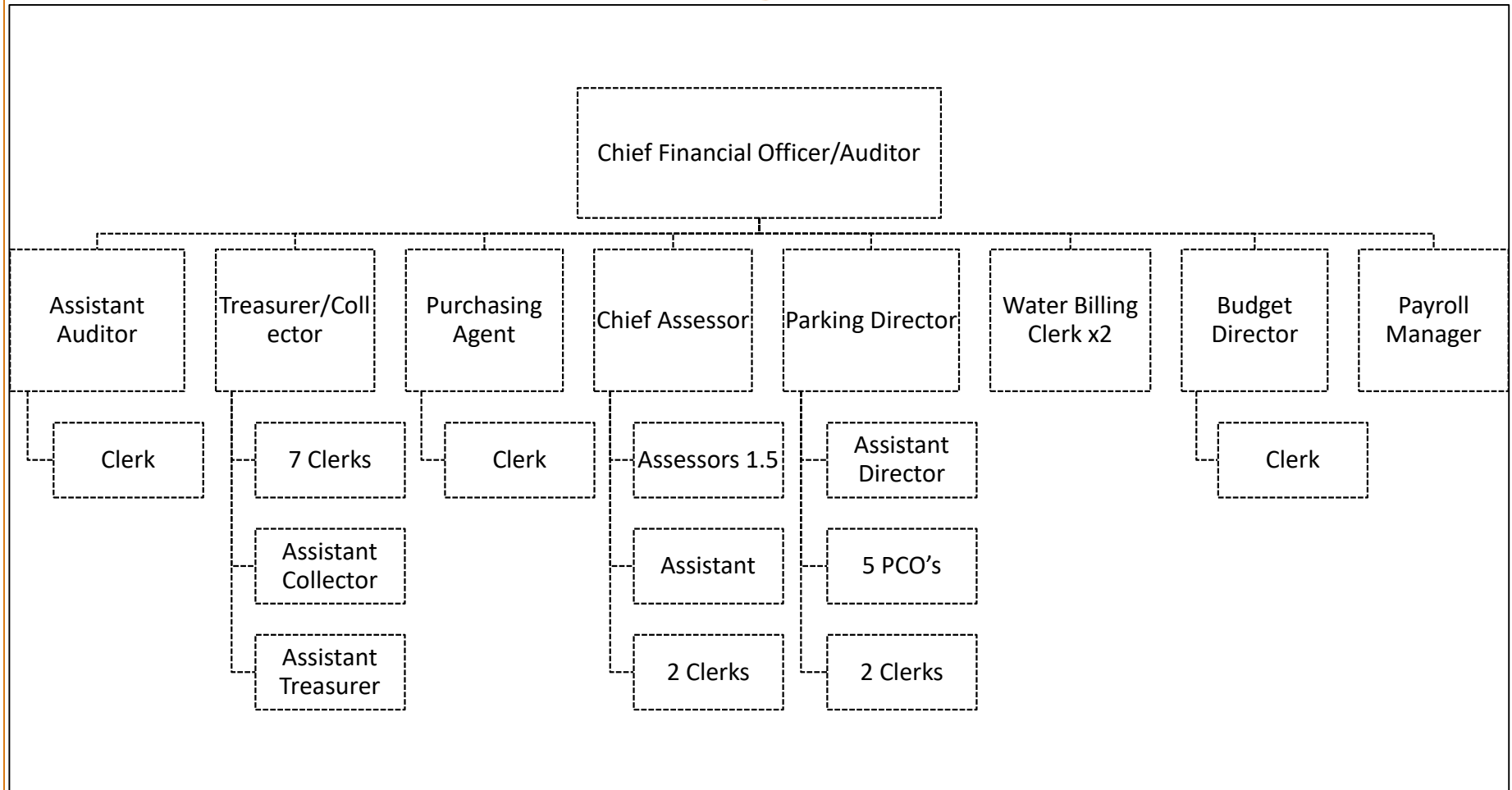
Mayor's Office Page 1



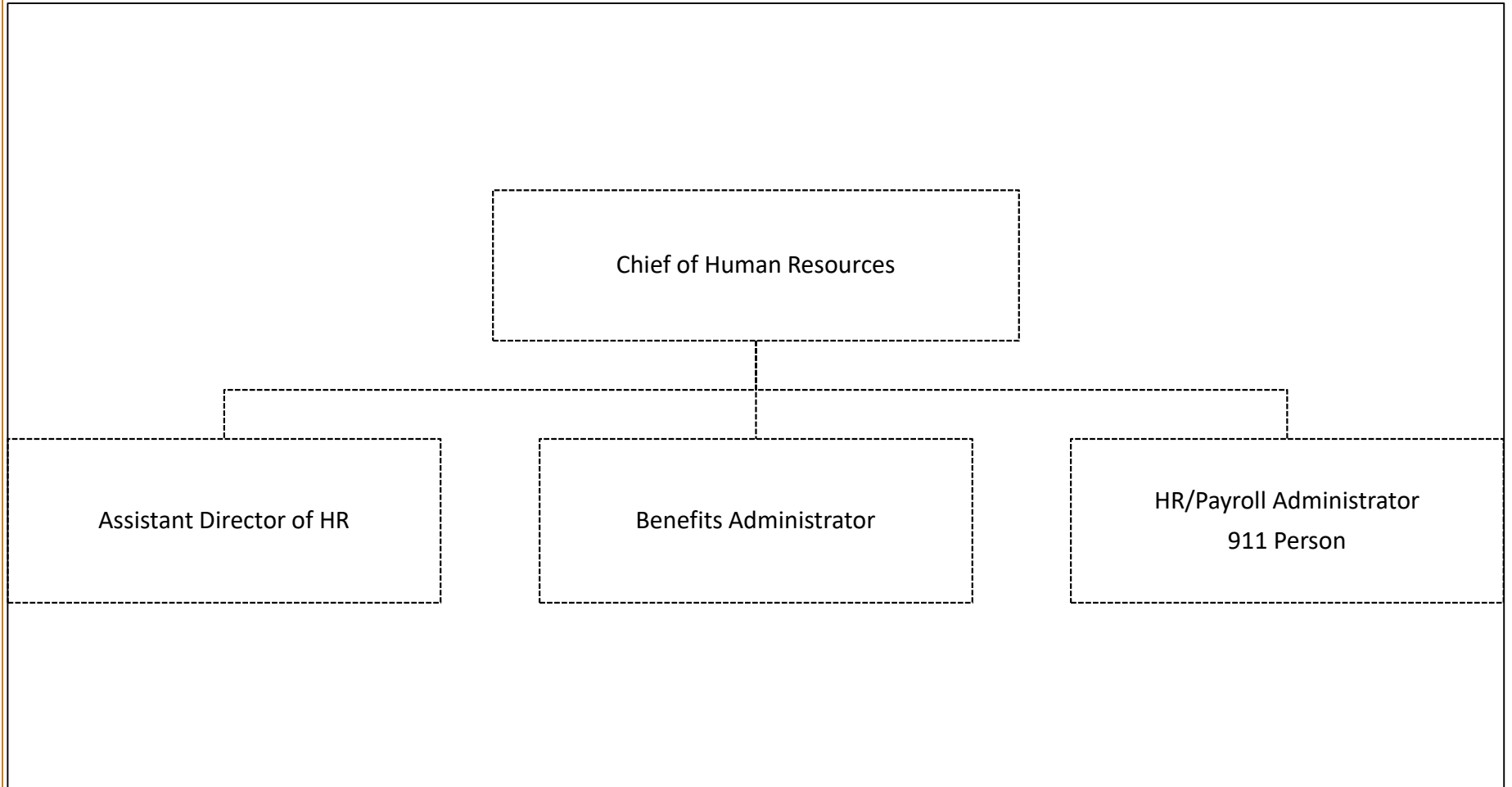
Mayor's Office Page 2



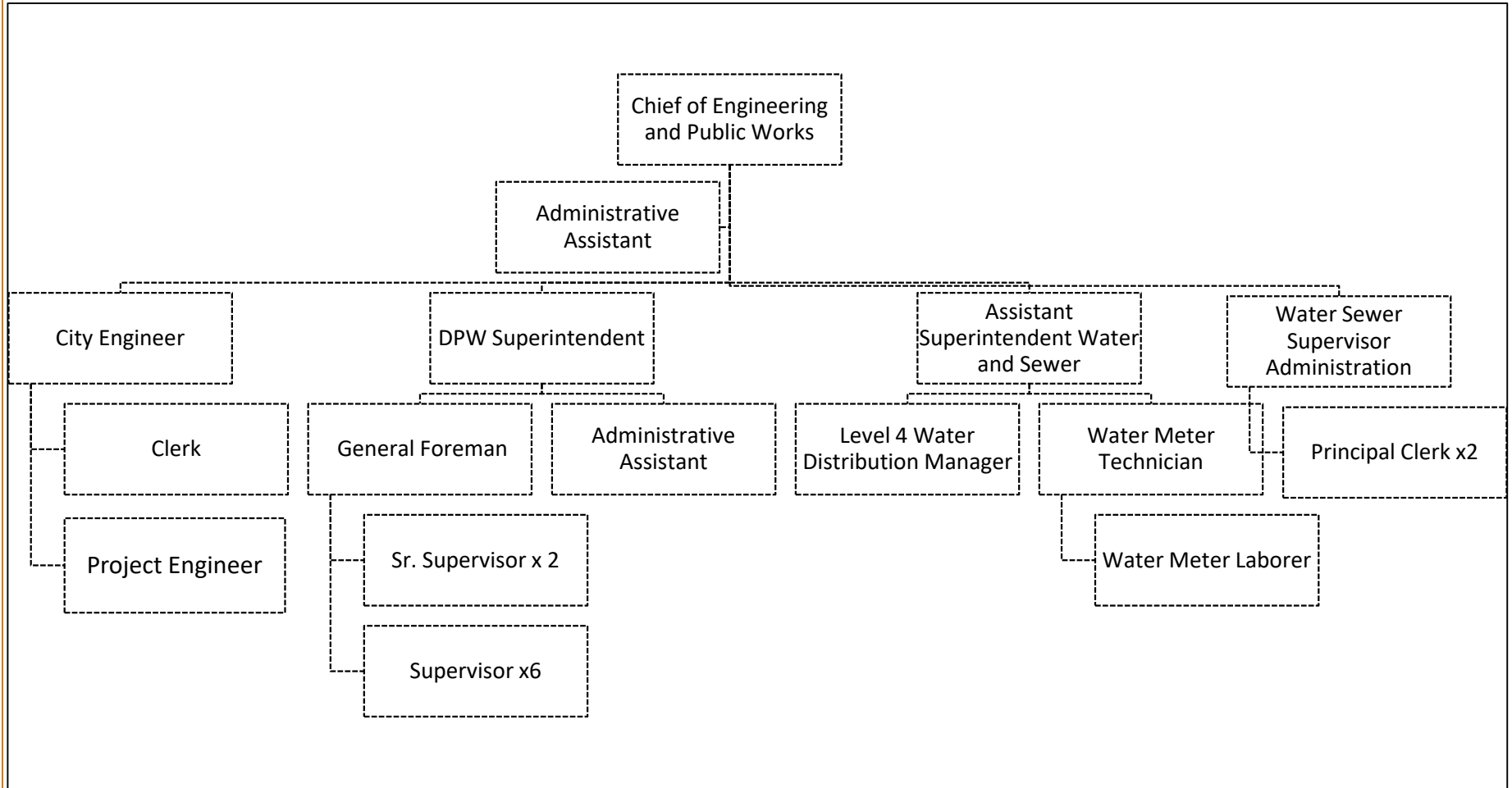
Finance



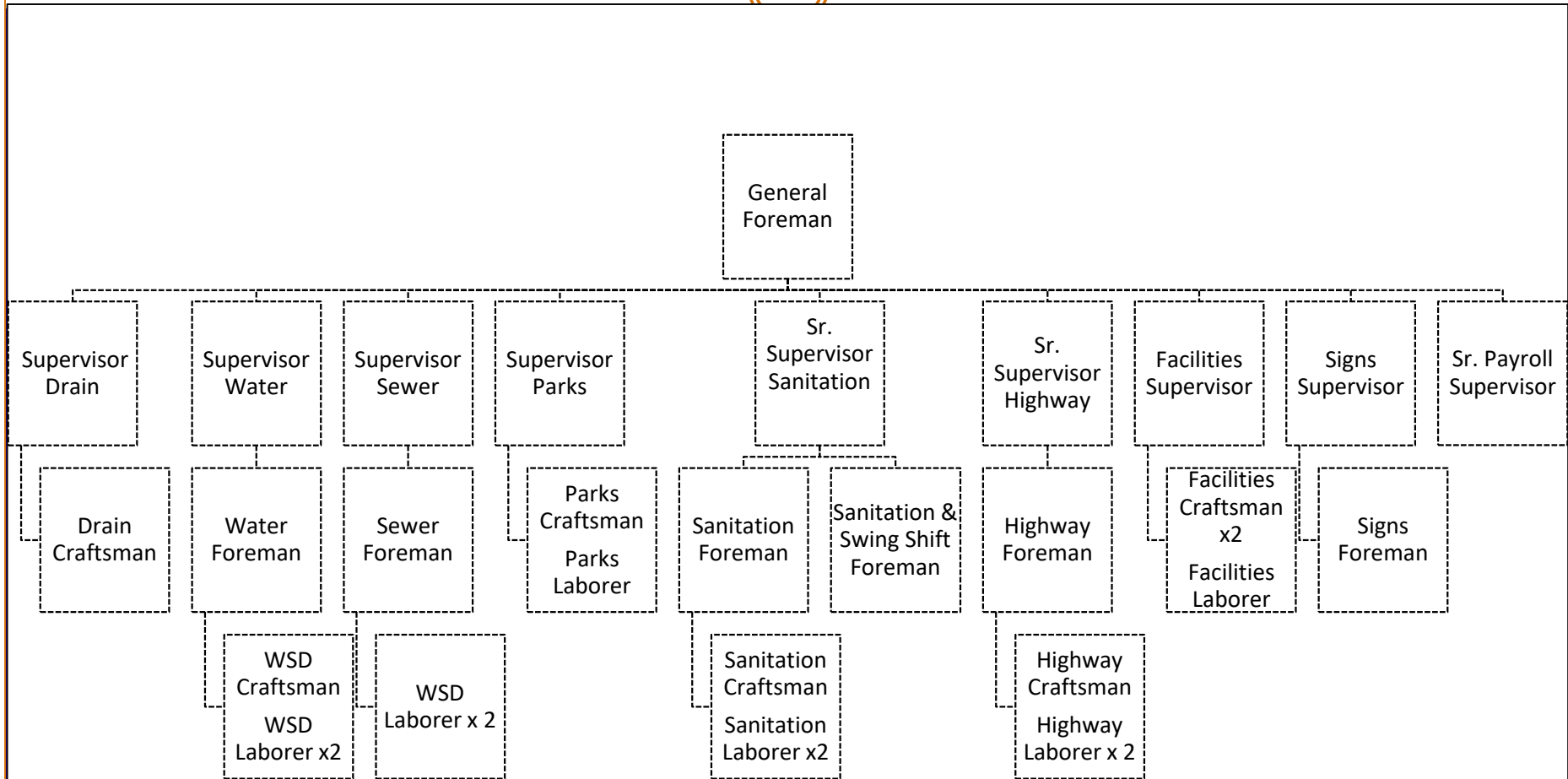
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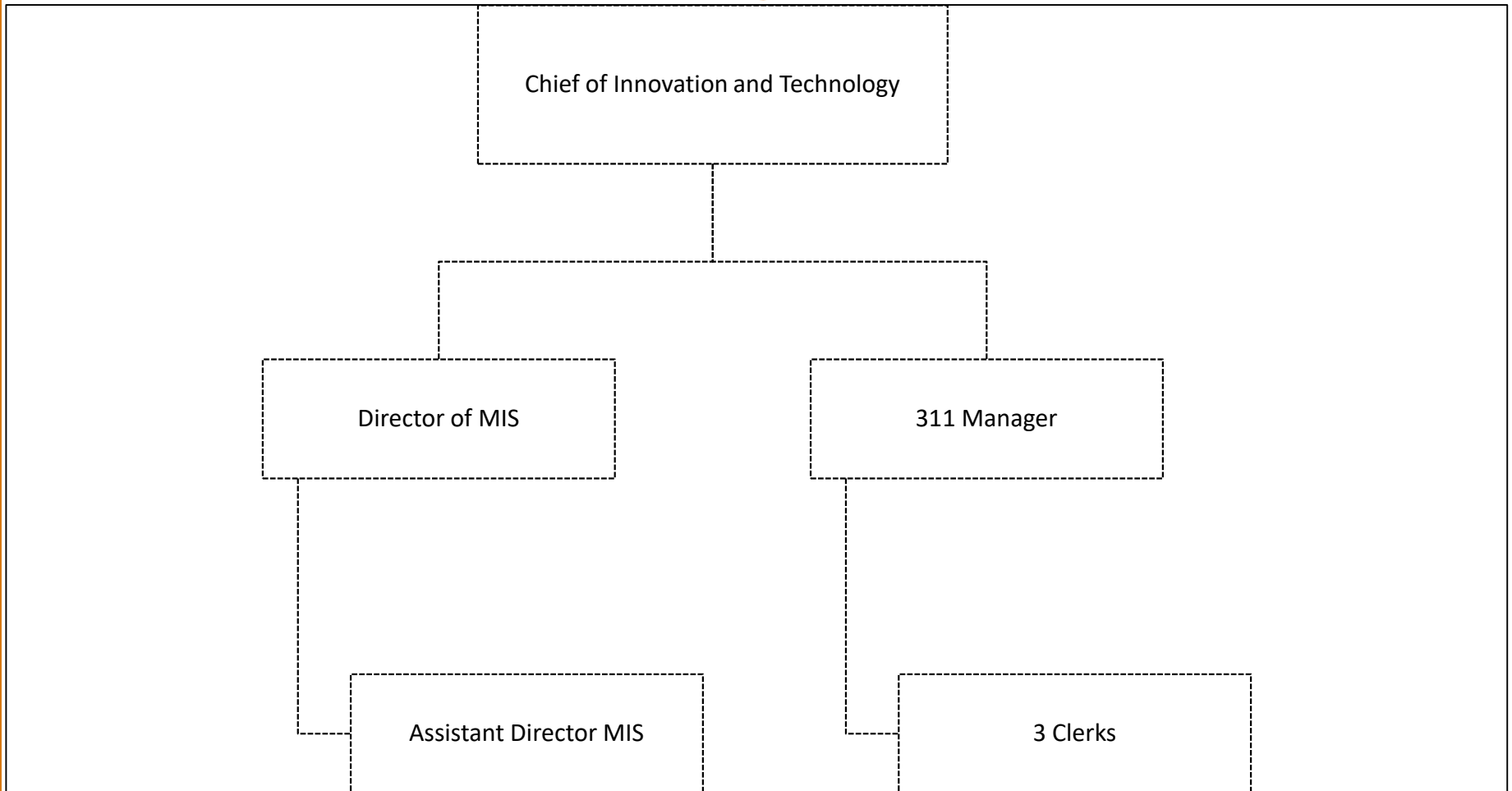
Engineering and Public Works Page One



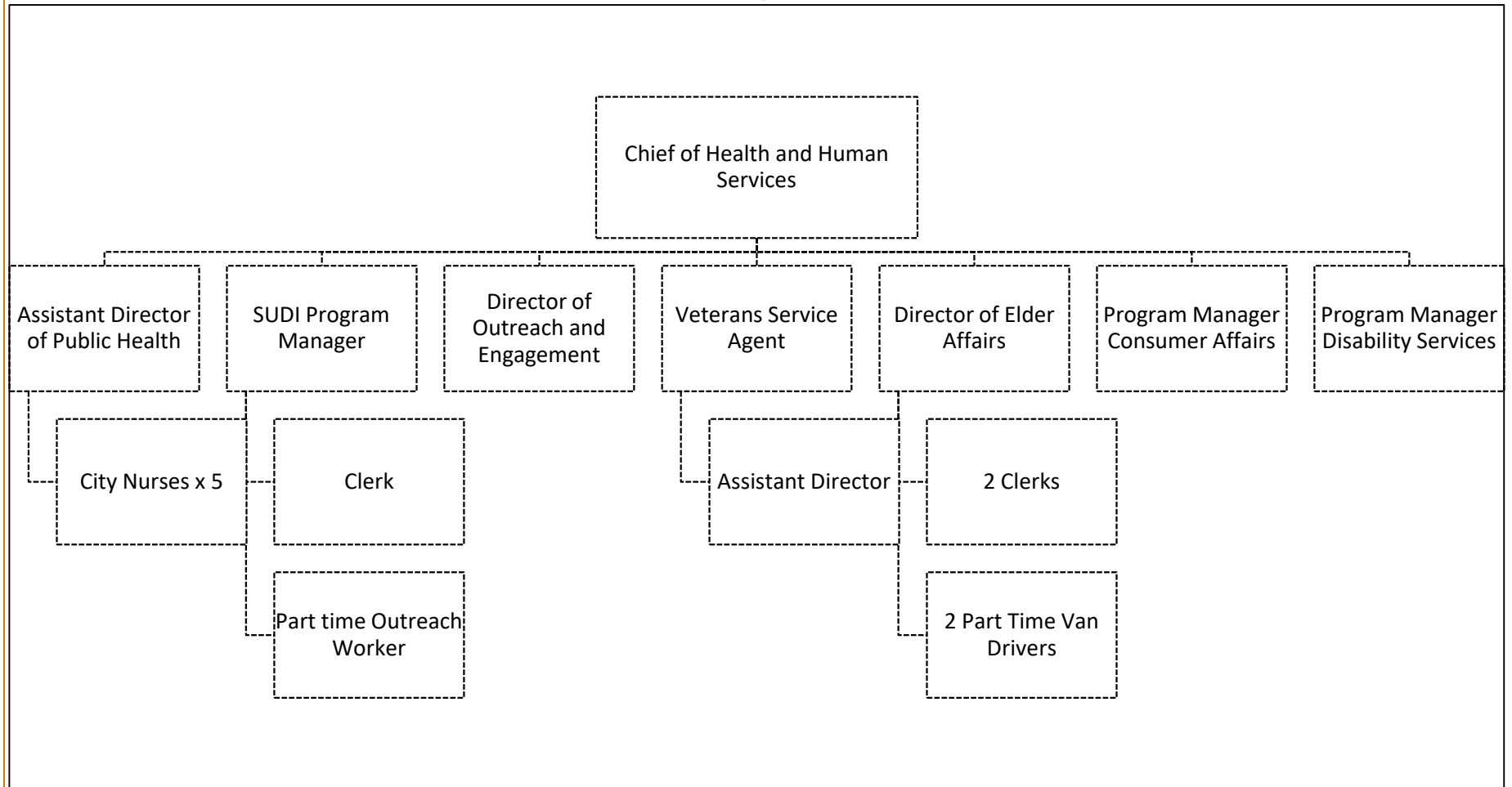
Engineering & Public Works Page Two



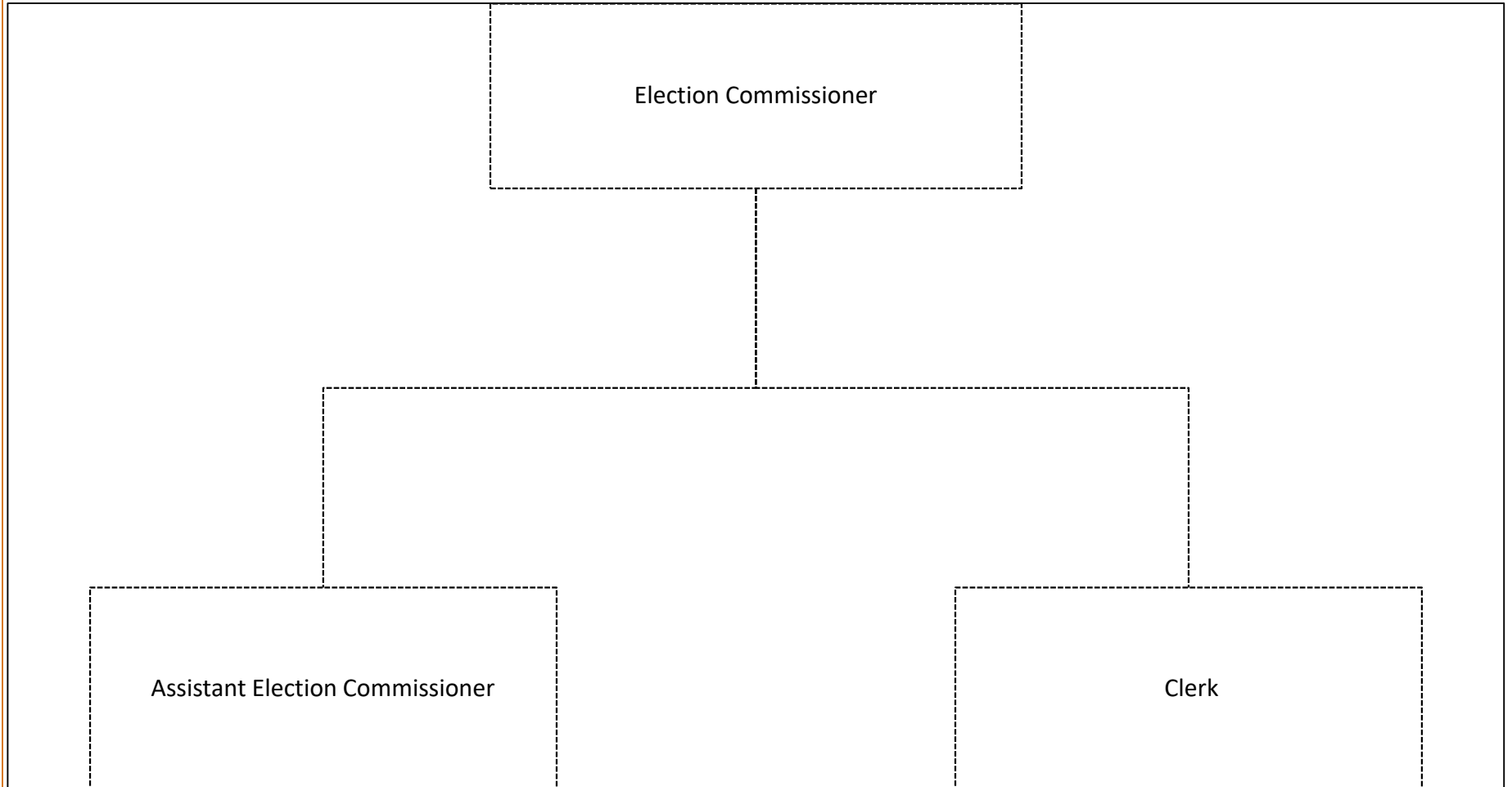
Innovation and MIS



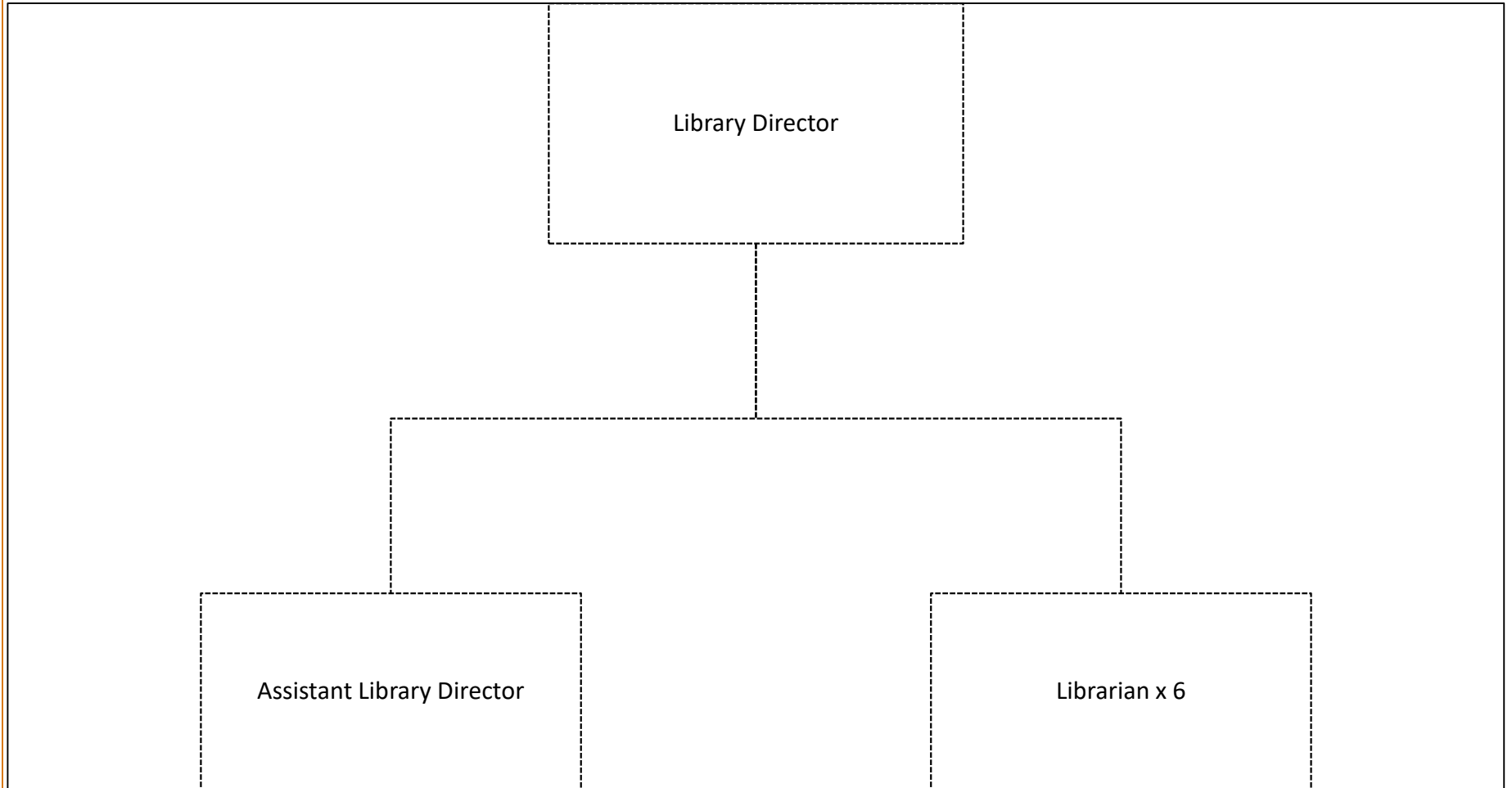
Health and Human Services



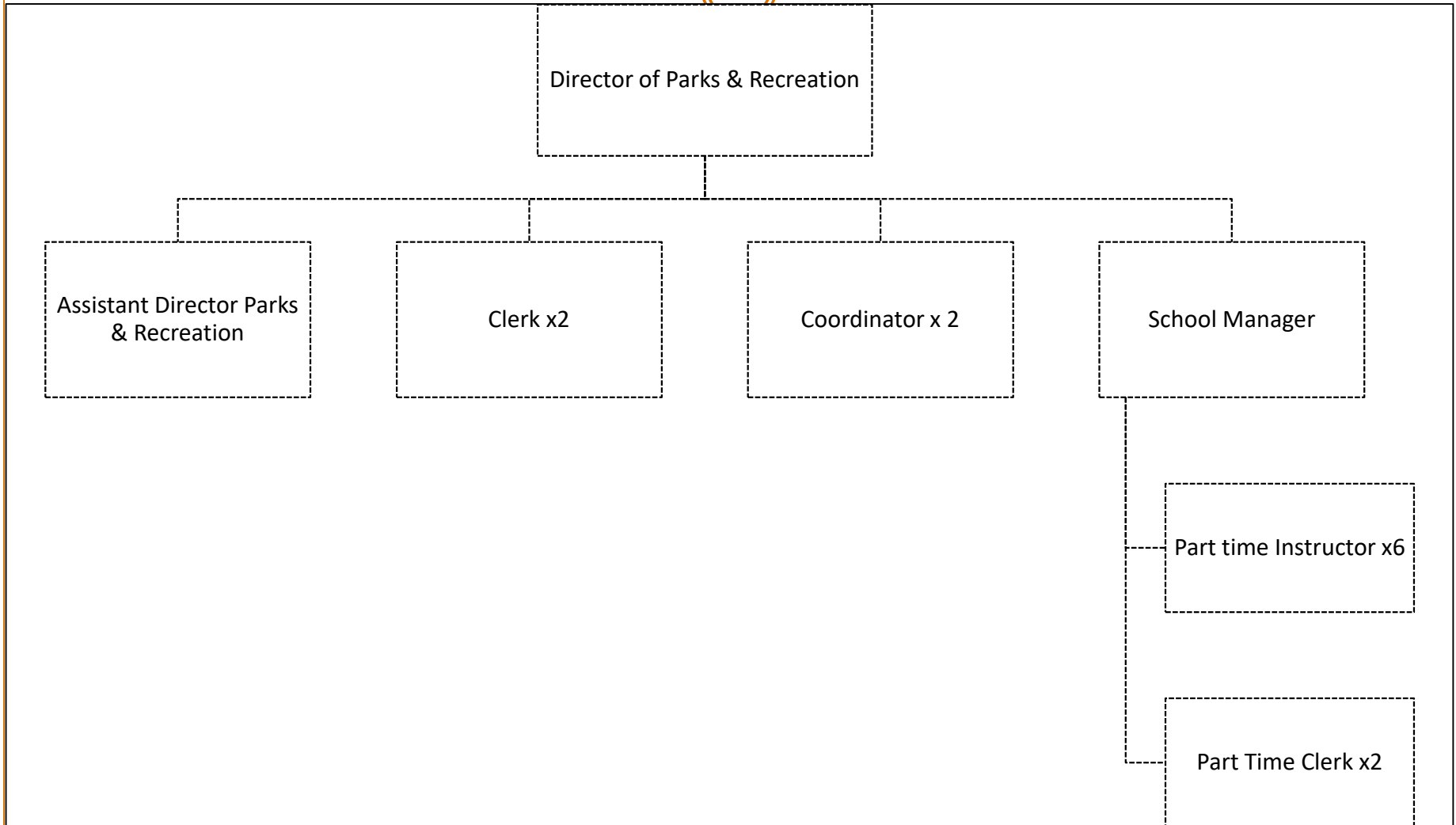
Elections



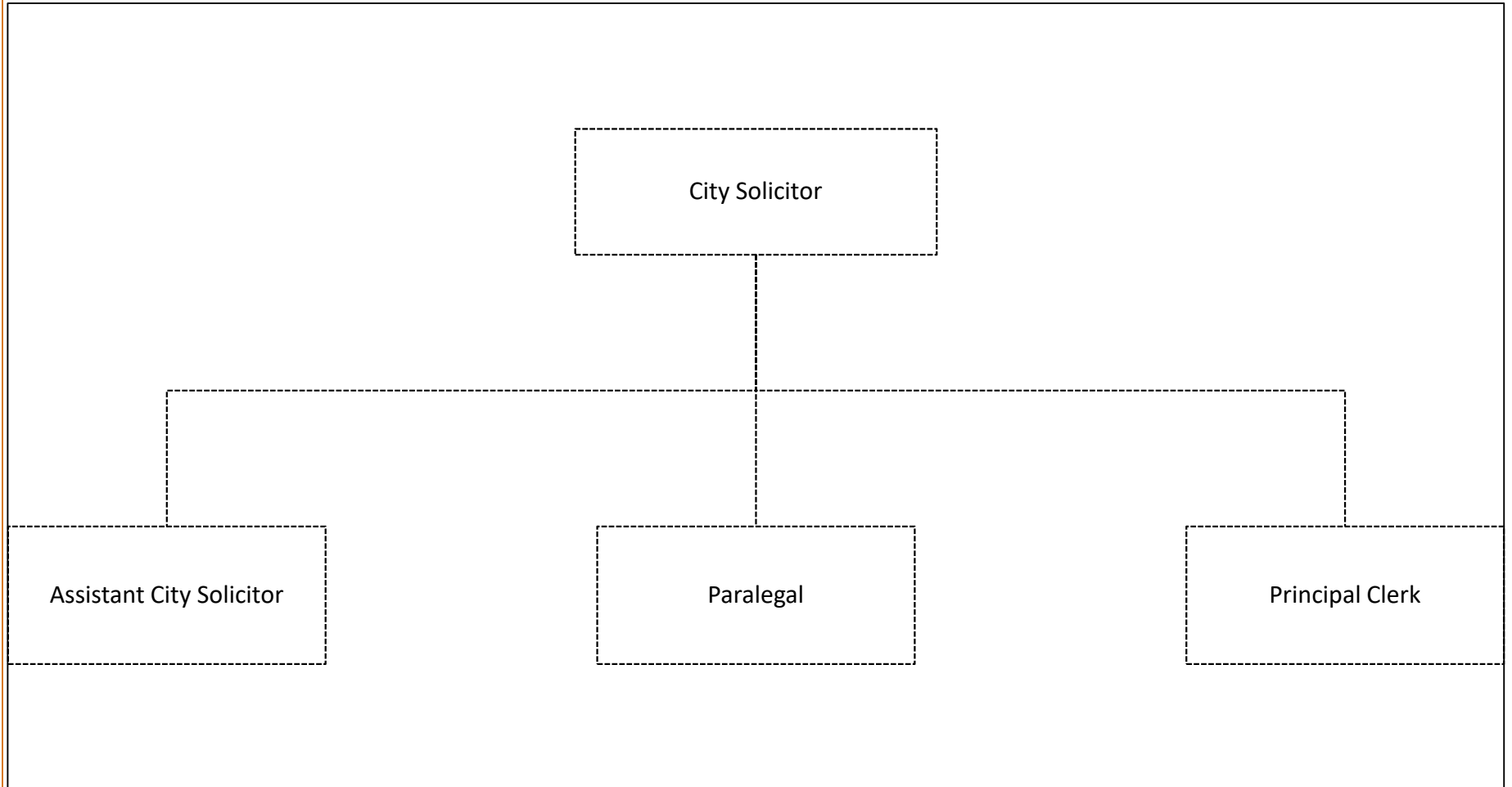
Library



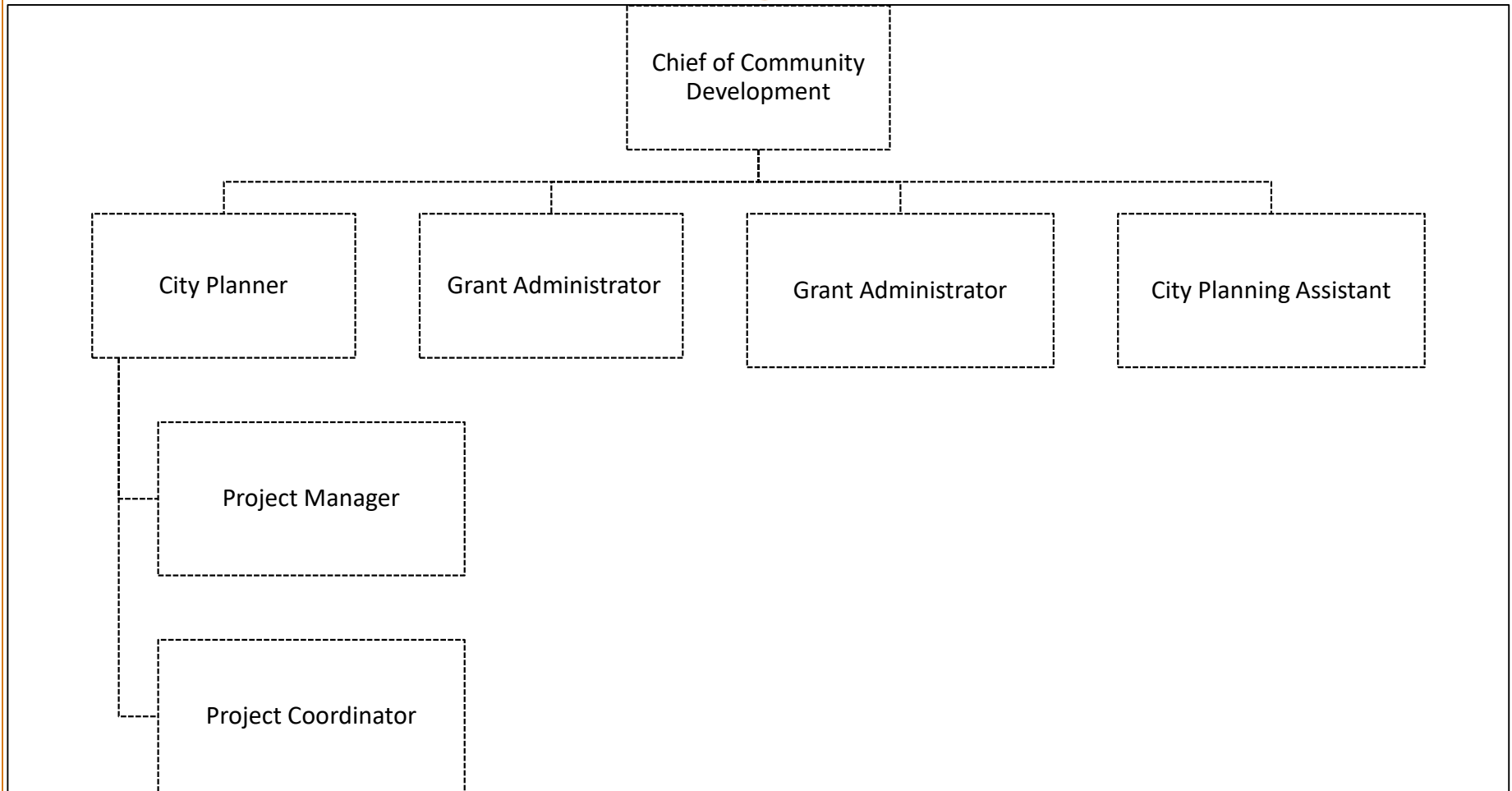
Parks and Recreation



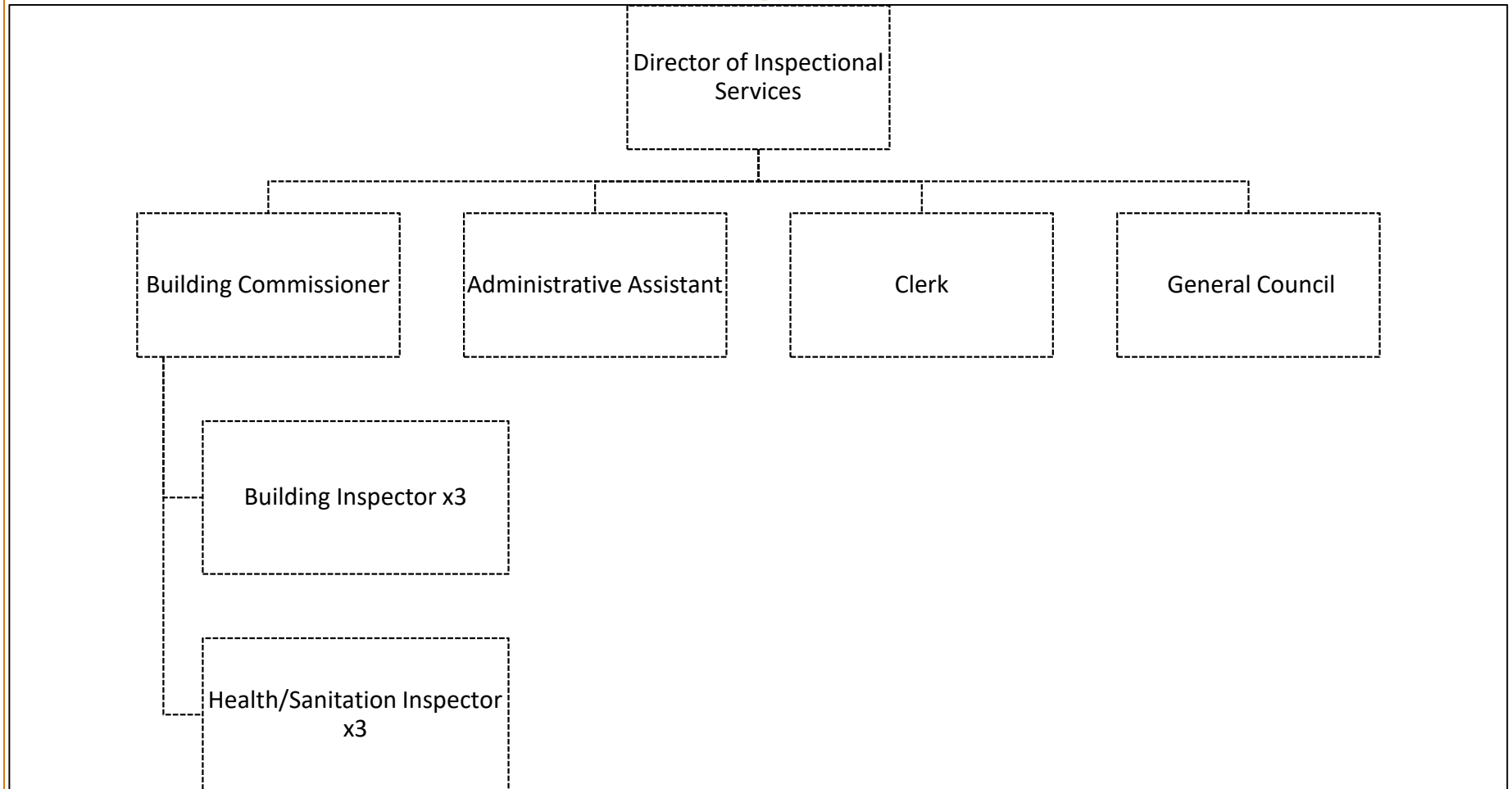
Solicitors Office



Community Development



Inspectional Services



111 - City Council

Contact Information: Ashley Melnik, City Clerk, 781-286-8160

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To enable the public to fully participate in the governmental process by researching and providing accurate information and services in a professional manner allowing the council to make informed decisions affecting the quality of life of the residents of Revere.

FY2020 Accomplishments

- The City Council approved a \$2,000,000 bond authorization for a feasibility study for a new Revere High School. This initial bond authorization will ultimately lead to the construction of a new state-of-the-art high school which will enable the School Department to provide the best possible educational opportunities and learning environment for the City's student body.
- The City Council approved the use of \$975,000 in free cash to further contribute to the City's Workers Compensation Insurance Fund, Sick Leave Buy Back Fund, and the OPEB Liability Trust Fund which has continued to enhance Revere's financial outlook.
- The City Council a \$9,200,000 bond authorization for demolition and reconstruction of the Alden Mills Point of Pines Fire Station. The approval of this bond authorization has contributed to the City's progress of providing the highest standard of public safety for its residents.
- The City Council approved \$XXX in spending from the City's Capital Improvement Stabilization Fund for road and sidewalk repairs, trees, bike paths, and other capital projects for the direct benefit of the residents.



FY2021 Goals & Objectives

- 1) Goal: To provide effective public safety to our constituents. The City Council will work with the Mayor, Police, and Fire Departments to consider loan orders and other budget requests that will allow for improved public safety services in the community.

Objective: To make the City a safe place to live and work.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.

- 2) Goal: To enhance economic development by examining and considering proposed projects by way of special permit and zoning amendment requests that will be beneficial to the economic growth of the City.
Objective: To grow the commercial tax base and provide relief to the residential tax payers.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 3) Goal: To work with the Mayor and the Department of Public Works to secure funding to improve roadways, waste and storm water systems, and to continue discussing funding for DPW manpower and the construction of a new DPW facility.
Objective: To effectively provide necessary infrastructure repairs throughout the City.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

- 4) Goal: To approve a bond authorization for the construction of a new Revere High School.
Objective: To provide the best possible educational opportunities and learning environment for the City's student body through the construction of a new state-of-the-art high school.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Regular Meetings Held	29	23	11*	24
Sub-Committee Meetings Held	45	46	18*	46
Council Orders Reviewed	426	386	217*	383
Ordinances Passed	11	8	0*	5
Special Permits Reviewed	13	13	10*	12
Loan Orders Approved	10	3	2*	3

- As of February 27, 2020.

City of Revere - Fiscal Year 2021 Budget

111 - CITY COUNCIL

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Council President	01/01/16					21,138	21,138	7,200				28,338		28,338
City Councillor	01/01/70					19,020	19,020	14,000				33,020		33,020
City Councillor	01/02/12					19,020	19,020	8,300				27,320		27,320
City Councillor	01/22/14					19,020	19,020	7,200				26,220		26,220
City Councillor	01/01/08					19,020	19,020	8,600				27,620		27,620
City Councillor	01/01/18					19,020	19,020	7,200				26,220		26,220
City Councillor	01/01/97					19,020	19,020	11,000				30,020		30,020
City Councillor	11/30/82					19,020	19,020	13,800				32,820		32,820
City Councillor	01/01/87					19,020	19,020	13,000				32,020		32,020
City Councillor	01/01/74					19,020	19,020	14,000				33,020		33,020
City Councillor	01/01/20					19,020	19,020	7,200				26,220		26,220
							211,338	111,500	-	-	-	322,838	-	322,838
													OT Per Mayor	- 322,838

* Clerk of Council and Clerk of Committee salaries were reclassified from City Council budget to City Clerk budget.

111 - CITY COUNCIL

Non-Payroll Expenditures

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
		-	-	-	-
	Total Non Payroll Expenditures	-	-	-	-
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	322,794	322,838	322,838	-
Total Non Payroll Expenses	-	-	-	-
Total Department Expenses	322,794	322,838	322,838	-

121 - Mayor

Contact Information: Brian Arrigo, Mayor, 781-286-8111

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To provide high quality, efficient municipal services to our citizens and business owners.

To accomplish our mission we will:

- Professionalize City services through innovation, integrity, accountability and teamwork;
- Uphold the highest professional and ethical standards;
- Maximize opportunities for economic development that will create strong neighborhoods and a 21st century economy;
- Embrace technology to meet the evolving needs of the City and its stakeholders;
- Value diversity in the community and in the workplace.



FY2020 Accomplishments

- Worked collaboratively with Department Heads and the City Council to adopt a balanced, responsible FY2019 operating budget and capital budget.
- Implemented a uniform barrel program, and distributed over 16,000 new, heavy duty trash carts to every residential property to keep streets aesthetically pleasing and minimize rodent issues.
- Implemented an owner-occupied real estate tax exemption for qualified seniors, resulting in over \$500 off their real estate bill.
- Committed to advancing the Department of Public Works and Water & Sewer Department, with additional staff and new equipment to increase efficiency.
- Modernized parking operations and equipped Broadway and Shirley Avenue with operational parking meters, with the capacity of using either coins or credit/debit cards.
- Received initial approval from the Massachusetts School Building Authority of the City's bud for a new Revere High School.
- Certified \$9 million in "free cash", second highest amount in Revere's history, trailing only last year.

- Launched, *Next Stop Revere*, master planning process through comprehensive community-based planning to map out the next 10-20 years.

FY2021 Goals & Objectives

- 1) **Goal:** To create a Parking Benefit District to reinvest parking revenue back into the district for a wide range of improvements.
Objective: To ensure that parking meter revenue is reinvested directly back to the district for improvements such as pedestrian safety, trees, and benches and lighting.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize & Modernize Economic Development.
- 2) **Goal:** To launch a Pilot Program using the Garfield School as a Community Center.
Objective: To ensure residents have access to an open facility that provides a gym, swimming pool and wide variety of classes for all ages.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.
- 3) **Goal:** To continue to work with the Office of Innovation and Data Management to ensure all departments are embracing technology to deliver professional and innovative ways to deliver services.
Objective: To meet the evolving needs of the City's residents, business owners, and developers.
Mayoral Focus Area: Professionalize City Services, Maximize & Modernize Economic Development, Embrace Technology, Value Diversity.
- 4) **Goal:** To continue to work with State and Local Officials, as well as the School Committee, to begin the process of building a new High School.
Objective: To deliver high quality facilities, classrooms, and educational tools for the students of the City.
Mayoral Focus Area: Professionalize City Services, Maximize & Modernize Economic Development, Embrace Technology, Value Diversity.

City of Revere - Fiscal Year 2021 Budget

121 - MAYOR'S OFFICE

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Mayor	01/02/12		39	39.0	1.00	133,990	133,990	-				133,990		133,990
Special Asst to the Mayor	02/24/00		39	39.0	1.00	110,835	110,835	-				110,835		110,835
Mayor's Aide	01/03/18		39	39.0	1.00	47,354	47,354	-				47,354		47,354
Administrative Assistant	02/17/16		39	39.0	1.00	61,590	61,590	-				61,590		61,590
Principal Clerk	01/27/20		39	39.0	1.00	48,096	48,096	-				48,096		48,096
Community Liaison	07/02/18		39	30.0	0.77	33,103	33,103	-				33,103		33,103
					<u>5.77</u>		<u>434,968</u>	-	-	-	-	<u>434,968</u>	-	<u>434,968</u>
													Other PT Salaries	46,138
													OT	
													Per Mayor	481,106

City of Revere - Fiscal Year 2021 Budget

121 - MAYOR'S OFFICE

Non-Payroll Expenditures

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Contracted Services</u>	011212-525000	-	-	-	-
Collins Center					
<u>Home Care</u>	011212-525900	45,000	45,000	-	(45,000)
<u>Reserve - Contract Negotiations</u>	011212-529000	-	-	-	-
<u>Office Supplies</u>	011214-540000	15,000	15,000	15,000	-
<u>Mayor Municipal</u>	011217-572200	35,000	35,000	35,000	-
Total Non Payroll Expenditures		95,000	95,000	50,000	(45,000)
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	479,288	481,106	481,106	-
Total Non Payroll Expenses	95,000	95,000	50,000	(45,000)
Total Department Expenses	574,288	576,106	531,106	(45,000)

City of Revere - Fiscal Year 2021 Budget

122 - REGIONAL SCHOOLS

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Vocational School Represen	07/01/76					6,000	6,000	12,800				18,800		18,800
							6,000	12,800	-	-	-	18,800	-	18,800
													OT Per Mayor	18,800

122 - REGIONAL SCHOOLS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Northeast Regional School	011222-524800	2,115,505	1,980,630	1,980,630	-
Total Non Payroll Expenditures		2,115,505	1,980,630	1,980,630	-
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	18,800	18,800	18,800	-
Total Non Payroll Expenses	2,115,505	1,980,630	1,980,630	-
Total Department Expenses	2,134,305	1,999,430	1,999,430	-

125 - Human Resources

Contact Information: John Viarella, Director, 781-286-8202

Location: Revere City Hall, Lower Level, 281 Broadway, Revere, 02151

Mission Statement

To provide the best services possible to employees, retirees and citizens of Revere and to apply best practices in all areas of Human Resource management and by doing so; improving the lives of City employees and retirees and assisting the Mayor's office in running the City as efficiently and effectively as possible.

FY2020 Accomplishments

- Acquired a \$20,000 grant for DPW safety training.
- Conducted safety training for all DPW personnel on a variety of topics.
- Implemented two new benefit programs (Eyemed Vision and Abacus Diabetes Management).
- Conducted training sessions on FMLA compliance and Sexual Harassment prevention.



FY2021 Goals & Objectives

- 1) Goal: Implement the Munis applicant tracking module; learn and utilize the Munis Payroll and Human Resources module.
Objective: Full implementation of the MUNIS system will allow the HR Department to produce and analyze HR related data which, in turn provides the ability to make informed data driven decisions with regard to HR policy and practices. It will also aid us in determining more effective programs to assist other departments within the City. Further, it will allow us to examine applicant data, which will be instrumental in developing more effective recruitment strategies.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology.

- 2) Goal: Train department heads and managers on the progressive discipline process.
Objective: Effective performance management programs lead to increased productivity and engagement. Encouraging department heads to engage the HR department in the effort ensures that employees are being treated fairly and consistently with regard to employee relations issues. This reduces the risk that the City will be subject to employment liability. Furthermore, it lends credibility to the progressive discipline process, which makes it more likely to lead to positive outcomes.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.
- 3) Goal: Conduct research on additional software to augment the Human Resource department's capabilities.
Objective: Fully utilize the software programs currently available and determine if there are additional needs.
Mayoral Focus Area: Embrace Technology.
- 4) Goal: Provide training and development programs for City hall staff.
Objective: Provide training and information that will strengthen the capabilities of City Hall workers allowing them to better perform at their jobs.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.

City of Revere - Fiscal Year 2021 Budget

125 - HUMAN RESOURCES

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
HR Director	07/17/17		39	39.0	1.00	107,525	107,525	19,753				127,278	9,000	118,278
Deputy HR Director	12/27/94		39	39.0	1.00	64,511	64,511	9,038				73,549	-	73,549
Benefits Administrator	05/07/18		39	39.0	1.00	50,943	50,943	3,821				54,764	54,764	-
					<u>3.00</u>		<u>222,979</u>	<u>32,612</u>	-	-	-	<u>255,591</u>	<u>63,764</u>	<u>191,827</u>
													Part time other	25,000
													Per Mayor	216,827

125 - HUMAN RESOURCES**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Employee Training</u>	011252-526100	20,000	20,000	20,000	-
<u>Rentals & Leases</u>	011252-527010	3,300	3,300	3,300	-
<u>Office Supplies</u>	011254-540000	1,500	1,500	1,500	-
Office supplies			1,500		
<u>Other Expenses</u>	011257-570000	7,500	7,500	7,500	-
Recruitment			5,000		
New Equipment			2,500		
<u>Outside Legal Services</u>	011257-574100	25,000	100,000	72,000	(28,000)
Total Non Payroll Expenditures		57,300	132,300	104,300	(28,000)
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	189,972	241,827	216,827	(25,000)
Total Non Payroll Expenses	57,300	132,300	104,300	(28,000)
Total Department Expenses	247,272	374,127	321,127	(53,000)

127 - Office of Innovation and Data Management

Contact Information: Reuben Kantor, Director, 781-286-8187

Location: Revere City Hall, Second Floor, 281 Broadway, Revere

Mission Statement

To improve the interaction between city government and residents through improved constituent experience, expanded use of technology, and utilizing data to drive city performance.

FY2019 Accomplishments

- Revere 311 is on track to receive 38,000 phone calls and input nearly 7,000 Service Requests in Fiscal Year 2020, including over 1600 requests related to Covid-19. 89% of all Service Requests that were opened in FY20 are closed.
- Revere 311 became the clearinghouse for Covid-related calls including: health, food assistance, business reports and assistance, sanitation, and mask needs. As a result, call volume is at 100% of normal.
- Before March, 2020, 80% Calls wait times were under 45 seconds. Since March, 2020 the 311 office continues to have solid results, but average wait times did go up and 71% of calls were answered in under 45 seconds in the month of May.
- Revere 311 brought in a 4th and 5th calltaker during the global pandemic, including a second Spanish speaker.
- Expanded 311 hours both during the week and on weekends during Covid-19.
- Created an integration between the 311 software system and the Public Works work order system.
- Worked with student interns on developing a new app for Water and Sewer.
- Launched Host Compliance, a short term rental management software
- Assisted with the launch of CiviCore, Covid-19 contact tracing software
- Launched Public Input, a new communications software
- Expanded the use of Laserfiche, the document management system.
- Launched Game of Bins, the city's Trash App game.
- Launched Results for Revere using PowerBI, with the assistance of a Harvard Kennedy School fellow.



- Purchased and launched Zoom access for city staff during Covid19.
- Launched Fleetio, Fleet management software, with the assistance of a Harvard Kennedy School operations management course.
- Prepared the launch of ClearGov, budget transparency software
- Preparing to launch Tolemi, mapping software, through a state grant.
- Worked with Planning Economic Development on the launch of the Next Stop Revere Master Planning website and data pages.
- Worked with the Health Department to move to epermitting system, including Safe Housing Task Force, 40U, food and dumpster licenses, certificates of fitness, and pool permits.
- Assisted with DPW on launching the recycling grant programs.
- Continued growth and improvements to the Revere.org website.
- Worked with Licensing Department and HR Department to put forms online.
- Brought drone technology to Water/Sewer, Engineering, Planning and other departments.
- Rodent control efforts remain underway and strong, and we have seen no increase in rodent related calls. Residents know to contact 311 for issues.
- Created and manage a Covid-19 web page, including daily data updates.

FY2020 Goals & Objectives

- 1) Goal: Continue to grow the presence and response capabilities of 311.
Objective: During the Covid-19 pandemic, continue to grow 311 capacity, and focus on utilizing data to improve response times, close times, and expanded service both for covid and non-covid related matters.
Mayoral Focus Area:
- 2) Goal: Expand Results for Revere
Objective: Build additional data sets and additional data transparency opportunities to publish.
Mayoral Focus Area:
- 3) Goal: Integrate a Data Analyst
Objective: To improve the ability for most city departments to gain access to data analytics assistance.
Mayoral Focus Area:

- 4) Goal: To better integrate OI DM and IT workflow
Objective: To work closely with the new IT Director and the whole IT staff to better integrate the work of OI DM with the expansions and upgrades being made on the IT side.
Mayoral Focus Area:
- 5) Goal: To expand E-Permitting software
Objective: To add short term rental registration, additional permits and licenses in the Health Department, and
Mayoral Focus Area:
- 6) Goal: To incorporate online bill pay for Laserfiche
Objective: To work especially with the Licensing Department to allow for fully online applications and payments.
Mayoral Focus Area:
- 7) Goal: To assess where additional innovations can improve city operations.
Objective: To work closely with department heads on where additional technology can play a role in improved city services, especially as we push more residents to interact with the city electronically.
Mayoral Focus Area:
- 8) Goal: Expand the Document Management System across all interested city departments.
Objective: To allow city departments to move away from paper filing systems into an online system for document archival and search.
Mayoral Focus Area: Professionalize City Services, Embrace Technology, Value Diversity.
- 9) Goal: Build online forms for more departments.
Objective: To allow residents and businesses to complete forms entirely online, and have City Departments follow up on all relevant tasks online.
Mayoral Focus Area: Professionalize City Services, Embrace Technology.

10) Goal: Create an improved culture of drone usage for improved city services and employee safety.

Objective: To improve the ability to collect and utilize data for increased city function, as a growing number of cities are currently pursuing.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology.

Performance Measures

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020 Est.</u>	<u>Projected FY21</u>
Constituent Service (311) Calls Received	n/a	19,030	27,682	38,000	40,000
Constituent (311) Service Requests Opened	n/a	4,376	5,756	7,000	8,000
Constituent (311) Service Requests Closed	n/a	4,198	5,739	6,300	7300
% 311 Requests Online (web+mobile)	n/a	40.00%	38.90%	38%	35%
New Software Implemented	n/a	6	5	10	5
Rodent-related Constituent Service Request	n/a	158	146	150	157
Rodent Inspections	n/a	n/a	1,829	2700	2500
Rodent Treatments	n/a	n/a	2,353	1,500	2000
E-permitting Total Online Requests	n/a	1,028	6,892	8000	8500
E-permitting Payments Online Total	n/a	\$ 564	\$ 622,454	\$ 933,680	738,635
E-permitting Payments % Paid Online Total	n/a	56%	72%	75%	25%
Trash App Installations	n/a	n/a	598	1038	1000
Trash Game Plays	n/a	n/a	n/a	223	500
Trash App Schedule Views	n/a	n/a	8,275	42,655	50,000
Public Input Subscribers	n/a	n/a	n/a	1348	2500

City of Revere - Fiscal Year 2021 Budget

127 - OFFICE OF INNOVATION & DATA MANAGEMENT

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Chief Innovation Officer	08/29/16		39	39	1.00	100,000	100,000	20,000				120,000	10,000	110,000
Director - 311	01/03/18		39	39	1.00	65,000	65,000	-				65,000		65,000
Assistant to the Director	06/26/17		39	39	1.00	53,696	53,696	9,027				62,723		62,723
Call Center Representative	11/13/18		39	39	1.00	46,397	46,397	750				47,147		47,147
					<u>4.00</u>		<u>265,093</u>	<u>29,777</u>	-	-	-	<u>294,870</u>	<u>10,000</u>	<u>284,870</u>
													OT	33,449
													Per Mayor	318,319

127- OFFICE OF INNOVATION & DATA MANAGEMENT**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Telephone/ Communications</u>	011272-520900	-	2,700	2,700	-
<u>Computer Operations</u>	011272-522400	167,200	268,584	174,550	(94,034)
CitizenServe for epermitting	65,500	75,000	65,500		
Laserfiche	26,000	50,000	50,000		
Equipment and software	25,000	50,000	-		
Tolermi *	-	19,200	-		
CodeRED	-	17,050	17,050		
Public Input *	-	16,000	-		
Qalert Software for 311 CRM	15,000	15,000	15,000		
ClearGov	-	13,334	14,000		
Aptuitive (website)	10,000	10,000	10,000		
Drone Ops	-	3,000	3,000		
MySidewalk	17,000	-	-		
Host Compliance Short Term Rental Software	8,700	-	-		
<u>Contracted Services</u>	011272-525000	27,000	30,000	23,000	(7,000)
Collins Center		25,000	20,000		
Translation services.		5,000	3,000		
<u>Office Supplies</u>	011274-540000	2,500	4,500	4,500	-
Misc Office supplies.		2,500	2,500		
Printing		2,000	2,000		
<u>Capital Expenditures</u>	011278-580000	2,500	20,000	-	(20,000)
City Kiosks		15,000			
Digital Signage		5,000			
Total Non Payroll Expenditures		199,200	325,784	204,750	(121,034)
Footnotes:					
* Partially grant funded.					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	252,430	393,302	318,319	(74,983)
Total Non Payroll Expenses	199,200	325,784	204,750	(121,034)
Total Department Expenses	451,630	719,086	523,069	(196,017)

135 - Auditing

Contact Information: Richard Viscay, Auditor & Budget Director, 781-286-8131

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To maintain and present a complete and accurate financial statement of the City of Revere's financial condition and to examine all bills and payrolls prior to payment to ensure any claims upon the Treasury's warrant are not fraudulent, unlawful or excessive.

Department Description

The Auditor's Office is responsible for the City's accounting and financial records, by verifying appropriations for all purchase orders, processing invoices for payments, approving all payrolls and other warrants, balancing monthly appropriation reports and other financial reporting as governed by Federal and State governments agencies.

The Auditor is responsible for the coordination of the annual independent audit of the City, and is also responsible for providing revenue and expenditures reports for all City's Departments and Elected Officials. Whenever applicable, the Auditor shall make recommendations to the Mayor regarding the City's financial condition and internal controls that he deems appropriate.

FY2020 Accomplishments

- Closed books and had City audit completed on a timely basis.
- Oversaw the City's independent audit in accordance with the Government Finance Officers Association's (GFOA) Certificate of Achievement of Excellence in Financial Reporting (CAFR) to show that the City and the Auditor's office will go beyond the minimum requirements of Generally Accepted Accounting Principles (GAAP) to prepare comprehensive annual financial statements and reports that evidence the spirit of transparency and full disclosure.
- Received the GFOA's Distinguished Budget Award for the FY2019 budget document.
- Created new special revenue fund reconciliation process that requires all departments to reconcile quarterly the fund balances in their respective special revenue funds against the general ledger.
- Worked with the Department of Revenue to have Free Cash certified at over \$6.2 million as well as Retained Earnings of the Water and Sewer Enterprise Funds at over \$5.7 million certified on a timely basis.

- Implemented new procedures for processing the weekly payroll that ensures that the Auditor's office has signed payrolls from every department that reconcile with the payroll warrant.
- Formalized all departmental revolving funds in accordance with Massachusetts General Law Chapter 44 Section 53 E ½, as amended by the Municipal Modification Act, which ordained departmental revolving funds and how they are to be administered.

FY2021 Goals & Objectives

- 1) Goal: Formalize written policies and procedures for departments that handle cash, as well as standardize operational procedures for all accounting and budgeting throughout the City.
Objective: To professionalize the financial operations of the City and to serve as a training manual for both new and existing employees.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards.
- 2) Goal: Begin the process of decentralizing certain accounts payable processes allowing specific departments to enter their respective invoices into the MUNIS system to eliminate manual processes and to streamline financial operations of the Auditor's office.
Objective: To eliminate timely/cumbersome manual processes, such as stamping all invoices with inkpads and writing payment data manually for auditing, as well as the elimination of manual batch cover sheets.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.
- 3) Goal: Perform City-wide fraud risk assessment as well as specific departmental audits to help identify, assess and evaluate fraud risk.
Objective: To ensure that the City has effective systems in place to prevent fraud against cash, inventory, payroll, accounts payable, and other areas that may arise during the course of business.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.
- 4) Goal: Create new internship program for Revere High School students who are seeking careers in finance and accounting.
Objective: To promote the profession of municipal finance, accounting, and budgeting to the students of Revere High School, as well as to hire bright young minds to help in financial operations of the City.
Mayoral Focus Area: Professionalize City Services, Value Diversity.

5) Goal: Promote training and continuing education for all staff members.

Objective: To ensure the staff of the auditing and budgeting department are maximizing their abilities as well as to serve the City and its stakeholders professionally and precisely.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Free Cash Certified (General Fund)	\$ 6,273,580	\$ 6,127,553	\$ 6,300,000	\$ 6,300,000
Retained Earnings (Water/Sewer) Certified	\$ 4,940,148	\$ 2,858,970	\$ 3,058,970	\$ 3,058,970
General Fund Stabilization Fund Balance	\$ 7,368,313	\$ 8,305,446	\$ 9,250,446	\$ 9,250,446
Water and Sewer Stabilization Fund Balance	\$ 6,101,401	\$ 6,530,247	\$ 6,880,247	\$ 6,880,247

City of Revere - Fiscal Year 2021 Budget

135 - CHIEF FINANCIAL OFFICER, AUDITOR & BUDGET

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Chief Financial Officer/City .	02/01/99	X	39	39.0	1.00	132,243	132,243	16,624				148,867		148,867
Assistant Budget Director	10/20/11		39	39.0	1.00	81,600	81,600	7,120				88,720	12,781	75,939
Assistant Auditor	08/02/04	X	39	39.0	1.00	63,631	63,631	6,972				70,603		70,603
Principal Clerk	11/05/12		39	39.0	1.00	48,104	48,104	3,608				51,712		51,712
Principal Clerk	07/16/18		39	39.0	1.00	48,104	48,104	750				48,854		48,854
					<u>5.00</u>		<u>373,682</u>	<u>35,074</u>	-	-	-	408,756	12,781	395,975
													OT	10,000
													Per Mayor	405,975

135 - CHIEF FINANCIAL OFFICER, AUDITOR and BUDGET DIRECTOR**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Audit & Accounting Services	011352-522800	70,000	88,100	78,100	(10,000)
Preparation of GAAP Financial Statements.			55,100	55,100	
Annual Audit services, including completion of CAFR.			8,000	8,000	
Special Engagements			25,000	15,000	
Printing & Mailing	011352-523440	2,000	3,000	3,000	-
Printing Budgets and related supplies.			3,000		
Contracted Services	011352-525000	10,000	10,000	10,000	-
Actuary services, GASB 34 services			10,000		
Office Supplies	011354-540000	10,000	10,000	10,000	-
Misc Office Expense: Certifications; Alarm services; Software upgrades.			7,500		
Staff training; Dues/ memberships.			2,500		
Total Non Payroll Expenditures		92,000	111,100	101,100	(10,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	389,861	435,975	405,975	(30,000)
Total Non Payroll Expenses	92,000	111,100	101,100	(10,000)
Total Department Expenses	481,861	547,075	507,075	(40,000)

138 - Purchasing

Contact Information: Michael Piccardi, Purchasing Agent, 781-286-8157

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To preserve and protect the fiscal resources of the City by ensuring that the process for procuring quality goods and services is conducted in a fair, competitive, and transparent manner.

FY2020 Accomplishments

- Updated standard specifications, forms and contract terms and conditions.
- Resolved many issues which arose with various department personnel and/or vendors.
- Utilized objective standards for the selection of contractors and vendors, which allows for fair, impartial, and uniform bidding, contract development and awarding procedures.
- Created a format for requesting responses from vendors for products and/or services which fall within the \$10,000 to \$50,000 threshold of the Massachusetts Procurement Laws.

FY2021 Goals & Objectives

- 1) Goal: Look into updating the Purchase Orders so that they can be processed with signatures electronically.
Objective: Efficiency of procuring products and services.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.
- 2) Goal: Look into the posting of Bids/RFP's on City's website, so that vendors would be able to receive documents electronically.
Objective: Efficiency of procuring products and services.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 3) **Goal:** Look into doing new bids for items/services that are procured frequently through sound business practices.
Objective: Promote cost savings and ease of use.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.

- 4) **Goal:** Continue to explore areas of the City's buying practices.
Objective: Promote cost savings and improve upon current practices.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 5) **Goal:** Continue to educate City employees in the dollar thresholds according to the Mass General Laws.
Objective: Help employees to follow the various methods of procuring goods and services.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

Performance Measures

	<u>Fiscal Year 2018</u>	<u>Fiscal Year 2019</u>	<u>Fiscal Year 2020*</u>	<u>Projected Fiscal Year 2021</u>
Purchase Orders	4,234	4,109	2670	3600
Requisitions	4,744	4,403	2829	4000
Total Quotes and RFPs	32	30	22	45
New Contracts	20	20	15	40
Contract Renewals	15	10	3	15
Written Responses	n/a	18	20	30

* FY2020 amounts are as of 3/4/2020.

City of Revere - Fiscal Year 2021 Budget

138 - PURCHASING

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Purchasing Agent	12/05/05	0	39	39.0	1.00	81,255	81,255	4,844				86,099		86,099
Asst Purchasing Agent	01/00/00		39	39.0	1.00	54,695	54,695	-				54,695		54,695
					<u>2.00</u>		<u>135,950</u>	<u>4,844</u>	-	-	-	<u>140,794</u>	-	<u>140,794</u>
													OT Per Mayor	140,794

City of Revere - Fiscal Year 2021 Budget

138 - PURCHASING**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Postage	011382-522200	100,000	130,000	100,000	(30,000)
Postage for City Hall mailings, including quarterly tax bills, excise tax bills, W&S bills					
Office Supplies	011384-540000	8,000	8,000	8,000	-
Office supplies; including printed forms, toner cartridges, paper, etc					
Equipment maint/repairs: Time stamp, postage machine, printers, etc					
Total Non Payroll Expenditures		108,000	138,000	108,000	(30,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	153,145	140,794	140,794	-
Total Non Payroll Expenses	108,000	138,000	108,000	(30,000)
Total Department Expenses	261,145	278,794	248,794	(30,000)

140 - Information Technology

Contact Information: Jorge Pazos, Director, 781-286-8140

Location: Revere City Hall, Second Floor, 281 Broadway, Revere, 02151

Mission Statement

The mission of the Information Technology Department is to integrate city-wide data processing into one coherent network and information system for the use of any department, office, board, committee, or agency of the City and to resolve issues, procure resources and expand network services to all city departments.

The Information Technology Department will be undertaking an ambitious modernization plan in FY21. Core City of Revere information technology assets will make a major shift to modern cloud hosted services. The City of Revere is making this shift to provide highly available, cost-effective, modern services to employees and residents.

FY2021 Goals & Objectives

- **Goal:** Migration of city infrastructure to new cloud-hosted managed service provider to ensure continuity of programs, services and data integrity and availability. Services will include hosted servers and applications, cybersecurity monitoring services, end-user cybersecurity training and assessments, highly-resilient data backup and recovery services.
Mayoral Focus Areas: Professionalize City Government; Invest in City Services
- **Goal:** Migration from Microsoft Exchange Server-based email to Microsoft Office 365 cloud hosted mail services. This migration will provide high-availability and improved security while reducing management overhead and expenses related to email services.
Mayoral Focus Areas: Professionalize City Government; Invest in City Services
- **Goal:** Migration from Tyler Munis on-premises application server to Tyler Munis SaaS hosted service. This migration will provide high-availability and improved security while reducing management overhead and expenses related to financial application services.
Mayoral Focus Areas: Professionalize City Government; Invest in City Services

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Phones and Tablets Used	39	59	64	64
New Computer Installs	28	30	34	34
Website Visitors	108,000	160,000	210,000	210,000
Support Tickets Received	276	408	600	600
Support Tickets Resolved	198	360	500	500
Servers Migrated to Cloud	2	3	5	5
Number of Munis Users	125	139	145	145

City of Revere - Fiscal Year 2021 Budget

140 - INFORMATION TECHNOLOGY

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Director	03/30/20	0	39	39.0	1.00	103,416	103,416	-				103,416		103,416
Assistant Director	01/15/14		39	39.0	1.00	69,310	69,310	5,198				74,508		74,508
					<u>2.00</u>		<u>172,726</u>	<u>5,198</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>177,924</u>	<u>-</u>	<u>177,924</u>
													Other	15,210
													Per Mayor	193,134

140 - INFORMATION TECHNOLOGY**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Telephone/Communications	011402-520900	73,000	77,000	75,500	(1,500)
Telephone Services - Broadview		59,000	63,000	59,000	
Telephone - Licensing(Software-Yearly)		8,500	8,500	10,700	
Telephone Maintenance(Hardware-Yearly)		5,500	5,500	5,800	
Computer Contracted Services	011402-525000	963,235	1,013,500	963,754	(49,746)
Hardware & Software Support					
Annual Licensing Costs					
Munis Modules - Payroll, Purchase Orders, GL, etc.	101,200	104,965	227,304		
Munis Desktop Client	6,200	6,200			
Munis Disaster Recovery	20,800	20,800			
MUNIS Database Support	20,800	20,800			
Munis Tyler Forms Processing	4,715	4,715			
Munis Tyler Dashboard	6,320	6,320			
Munis Cash Management	4,585	4,585			
Munis Tyler Reporting Services	6,615	6,615			
MSGovern TX & UB Billing	117,800	124,000	123,650		
Patriot Properties Property Database	18,900	20,000	19,700		
Verizon Wireless Mass360 Management Software	3,000	-	3,000		
Onsolve - CodeRed Telephone Alert (Added From EMS)	34,000	-	-		
FileMaker Safe Housing Database	2,800	-	-		
ESRI G.I.S. Licensing	10,000	6,000	6,000		
Aptuitiv Website hosting & Support	1,600	1,500	1,600		
Logmein Desktop Support	2,200	4,000	3,300		
High Speed Internet	-	29,000	-		
Support Services					
Thrive Service Contract	547,600	632,600	530,000		
Verizon Wireless Tablet & Phones for Assistants	2,300	1,900	2,300		
Comcast backup internet connection	1,400	-	400		
Retrofit Annual Printer Maintenance	9,500	9,500	9,500		
Addition Networks Internet Connection 20MB	40,900	10,000	37,000		
Office supplies	011404-540000	3,500	3,500	3,500	-
Paper for Printer and Plotter, toner and ink.		3,500	3,500		

140 - INFORMATION TECHNOLOGY (continued)**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Computer Operations	011404-545500	10,700	14,900	5,000	(9,900)
Miscellaneous hardware for PC, printers, and Network		10,600	12,400	2,500	
Dues and Memberships		100	2,500	2,500	
Total Non Payroll Expenditures		<u>1,050,435</u>	<u>1,108,900</u>	<u>1,047,754</u>	<u>(61,146)</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	183,612	288,362	193,134	(95,228)
Total Non Payroll Expenses	1,050,435	1,108,900	1,047,754	(61,146)
Total Department Expenses	<u>1,234,047</u>	<u>1,397,262</u>	<u>1,240,888</u>	<u>(156,374)</u>

141 - Assessor

Contact Information: Dana Brangiforte, Chairman of the Board of Assessors, 781-286-8170

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To value real and personal property fairly and accurately in accordance with Massachusetts General Laws and the regulations of the Commonwealth of Massachusetts, Department of Revenue.

FY2020 Accomplishments

- Administered new Clause 41 C ½ Senior Exemption to almost 800 seniors.
- Effectively defended and settled all Appellate Tax Board, leaving no outstanding cases, and limiting the city's exposure and liabilities of tax refunds.
- Successfully performed fiscal Year 2020 interim year adjustment and value certification from Department of Revenue.
- Attained approval of record new growth and tax rate from Department of Revenue.
- Enacted a small business personal property exemption.
- Assisted in adoption and implementation of Veteran Work off Program and expanded Veteran exemptions.

Goals & Objectives

- 1) Goal: Successfully perform FY2021 interim year adjustment and attain approval of our tax rate from DOR.
Objective: Submit all required supporting analysis for certification to DOR by November 1, 2020.
Mayoral Focus Area: Maximize and Modernize Economic Development
- 2) Goal: Begin process to digitize all documents within the Assessor's Office.
Objective: Scan and electronically file all exemptions and abatements.
Mayoral Focus Area: Embrace Technology and Professionalize City Services
- 3) Goal: Review exempt properties and pursue PILOT agreements.
Objective: Engage exempt entities to provide payments or services in exchange for city services they are receiving.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards

4) Goal: Improve return rate of forms of list and income and expenses forms.

Objective: Increasing the current return rate of 25% will ensure accuracy of our data and aid the assessors in providing more precise assessments by utilizing the data on these returns.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Total Value of all Real and Personal Property	\$ 6,118,650,341	\$ 6,823,172,500	\$ 7,709,746,559	\$8,700,000,000
Growth	\$ 1,415,191	\$ 1,663,780	\$ 1,957,926	2,000,000
Values Certified by Department of Revenue	11/16/2017	10/26/2018	11/19/2019	11/1/2020
Tax Rate Approved by Department of Revenue	11/30/2017	11/30/2018	12/6/2019	11/30/2020
Deeds Processed	1,202	1,150	1,214	1200
Exemptions Processed	385	969	1,015	1150
Real and Personal Property Abatements	92	109	109	110
Motor Vehicle Abatements	1,453	1,450	1,451	1500
Inspections of Properties	6,002	1,600	1,600	1600

City of Revere - Fiscal Year 2021 Budget

141 - ASSESSORS

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Assessor / Chairman	04/14/06		39	39.0	1.00	89,266	89,266	8,495			3,600	101,361		101,361
Assessor/ Field Lister	06/26/17		39	39.0	1.00	53,696	53,696	-			3,600	57,296		57,296
Assessor / Data Manager	05/20/02	X	39	28.0	0.72	54,184	39,012	6,553			2,592	48,157		48,157
Special Asst to the Board	12/31/86	X	39	39.0	1.00	66,911	66,911	5,800				72,711		72,711
Principal Clerk	10/09/90	X	39	39.0	1.00	50,501	50,501	5,000				55,501		55,501
Clerk I	03/04/19		39	39.0	1.00	44,807	44,807	-				44,807		44,807
					<u>5.72</u>		<u>344,193</u>	<u>25,848</u>	<u>-</u>	<u>-</u>	<u>9,792</u>	<u>379,833</u>	<u>-</u>	<u>379,833</u>
													OT	1,000
													Per Mayor	380,833

141 - ASSESSORS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Revaluation</u>	011412-521700	56,500	56,500	56,500	-
FY2020 Interim Year adjustment and Street Level Photography					
<u>Computer Services</u>	011412-522400	4,300	4,300	4,300	-
Supplies & Service Maint. for tax bills.					
<u>Office Supplies</u>	011414-540000	5,700	5,700	5,700	-
Office Supplies, Book Binding, Mailings					
<u>Other Expenses</u>	011417-570000	2,700	2,700	2,700	-
Dues, conferences, continuing educational courses.					
Total Non Payroll Expenditures		69,200	69,200	69,200	-
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	370,776	380,833	380,833	-
Total Non Payroll Expenses	69,200	69,200	69,200	-
Total Department Expenses	439,976	450,033	450,033	-

145 – Treasurer/Collector

Contact Information: Cathy Bowden, Treasurer/Collector, 781-286-8120

Location: Revere City Hall, Second Floor, 281 Broadway, Revere, 02151

Mission Statement

To maximize the City's financial resources by efficiently and effectively administering the collections of all the City's receivables and by effectively and efficiently managing the City's bank accounts, short-term investments, disbursements and debt.

FY2020 Accomplishments

- Maintain a Bond Rating from Standard and Poor's Rating Agency at AA with a positive outlook.
- Hired a professional portfolio manager to invest the City's OPEB Liability Trust funds.
- Implemented citywide direct deposit of all payroll checks.
- Moving toward posting all cash receipts through the Point of Sale system.
- Reorganized the Collector and Treasurer's Office, reducing staffing while maintaining a high level of service.
- Combined multiple bank accounts to reduce fees and simplify reconciliation processes.

FY2021 Goals & Objectives

- 1) Goal: Risk assessment with the various City Departments to ensure the non-existence of fraudulent actions.
Objective: Maintain all City assets safe and secure.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.
- 2) Goal: Establish and/or review all financial policies in the City and further reduce them to a written format.
Objective: Provide a clear understanding to the financial departments and to City leaders of the procedures that will be followed.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards.

- 3) Goal: Establish policies for funding for the newly created OPEB Liability Trust Fund.
Objective: Take a responsible approach to the City's future obligations.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.
- 4) Goal: Work with the Purchasing Agent to fully automate the purchase order system.
Objective: Improve upon processing efficiencies in this area.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology.
- 5) Goal: Implement an upgrade in the MUNIS Payroll System and Implementation of MUNIS's Cash Management/Cashiering and Treasurer Management Modules.
Objective: To more efficiently provide this service to all of the employees of the City.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology.
- 6) Goal: Complete the installation of the AMR meter reading system.
Objective: Provide the City the ability to read meters from a remote location with accuracy. The ratepayers will receive a minimal amount of estimated reads therefore more accurate billing.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology.
- 7) Goal: Have an outside audit done of the Health Insurance Trust Fund
Objective: Ensure that no fraud is evident in this area.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards.
- 8) Goal: Have MUNIS perform an assessment audit of how the City utilizes their software and work with I.T. department in upgrading the MUNIS to the next version of their software.
Objective: To ensure that the all departments are using the MUNIS software as efficiently and effectively as possible and to modernize the MUNIS platform to from Version 10 to Version 11.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology.

Performance Measures

<u>Collector's Office Collections</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Real Estate Tax	\$ 75,684,367	\$ 79,236,169	\$ 82,618,000	\$ 86,440,000
% RE Collected *	98.76%	98.86%	98.90%	99.00%
Personal Property Tax	\$ 2,213,005	\$ 2,021,893	\$ 2,088,000	\$ 1,900,000
Motor Vehicle Tax	\$ 5,415,707	\$ 5,945,589	\$ 5,950,000	\$ 5,955,000
Water/Sewer Tax	\$ 22,857,787	\$ 23,732,245	\$ 24,000,000	\$ 24,500,000
40U (on Tax bill)	\$ 391,663	\$ 531,856	\$ 400,000	\$ 425,000
Water Liens Tax	\$ 3,459,350	\$ 2,985,918	\$ 2,500,000	\$ 2,700,000

*Net of Abatements/Exemptions

<u>Treasurer's Office</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Tax Title Properties *principal only	\$ 2,969,603	\$ 3,141,805	\$ 3,000,000	\$ 3,200,000
Tax Title Collections *principal only	\$ 3,069,354	\$ 1,579,713	\$ 1,473,711	\$ 1,600,000
Foreclosures *principal only	\$ 156,103	\$ 25,906	\$ 219,145	\$ 140,000
Foreclosed land auction receipts *purchase price	\$ 672,514	n/a	\$ 430,300	n/a

* We auction off properties quickly via in-house public auction. All properties in the City that can be on tax rolls are on the tax rolls.

City of Revere - Fiscal Year 2021 Budget

145 - COLLECTOR/ TREASURER

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Treasurer/Collector	10/09/90	X	39	39.0	1.00	101,102	101,102	12,583				113,685		113,685
Assistant Treasurer	06/27/05	X	39	39.0	1.00	69,560	69,560	7,217				76,777		76,777
HRIS/ Payroll	06/29/20		39	39.0	1.00	67,634	67,634	-				67,634		67,634
Principal Clerk	04/11/07		39	39.0	1.00	44,799	44,799	4,960				49,759		49,759
Clerk I	04/22/19		39	39.0	1.00	42,568	42,568	-				42,568		42,568
Principal Clerk	09/23/19		39	39.0	1.00	44,068	44,068	-				44,068		44,068
Assistant Collector	01/00/00		39	39.0	1.00	66,234	66,234	-				66,234		66,234
Principal Clerk	01/15/14		39	39.0	1.00	48,104	48,104	4,810				52,914		52,914
Principal Clerk	07/19/11		39	39.0	1.00	48,104	48,104	4,608				52,712		52,712
Clerk II	07/16/18		39	39.0	1.00	46,401	46,401	-				46,401		46,401
Principal Clerk	01/29/20		39	39.0	1.00	48,104	48,104	-				48,104		48,104
					<u>11.00</u>		<u>626,678</u>	<u>34,178</u>	-	-	-	<u>660,856</u>	-	<u>660,856</u>
													OT	40,000
													Per Mayor	700,856

City of Revere - Fiscal Year 2021 Budget

145 - COLLECTOR/TREASURER**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Contracted Services	011452-525000	-	100,000	85,000	(15,000)
Lockbox Services, Armor Car Services, Alarm/Security/Cell Phones					
Office Supplies	011454-540000	70,000	70,000	60,000	(10,000)
Office supplies, equipment lease; tax bill supplies.					
Computer Operations	011454-545500	25,000	25,000	20,000	(5,000)
Misc charges for collection/treasury/payroll programming					
Banking Services	011457-572100	300,000	350,000	325,000	(25,000)
Banking & related Charges, online/cc payment fees					
Total Non Payroll Expenditures		<u>395,000</u>	<u>545,000</u>	<u>490,000</u>	<u>(55,000)</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	840,580	825,825	700,856	(124,969)
Total Non Payroll Expenses	395,000	545,000	490,000	(55,000)
Total Department Expenses	<u>1,235,580</u>	<u>1,370,825</u>	<u>1,190,856</u>	<u>(179,969)</u>

151 – Solicitor's Office

Contact Information: Paul Capizzi, City Solicitor, 781-286-8166

Location: Revere City Hall, Second Floor, 281 Broadway, Revere, 02151

Mission Statement

To provide legal counsel for the City to operate at maximum potential with minimal risk.

FY2020 Accomplishments

- Defended and managed Chapter 84 (a law that governs injuries or damages sustained on public ways) and Chapter 258 (law that governs all other negligence claims) citizen claims filed with the Solicitor's Office (not filed in court) with minimal cost to the City.
- Defended lawsuits against the City and its Boards.
- Participated with committees to draft a Food Truck Ordinance, Short-Term Rental Ordinance, and small cell antenna ordinance.
- Reviewed and researched ordinance proposals and amendments, including zoning, dumpster use and enforcement, bee keeping, and parking.
- Assisted departments with implementation and responses to the Commonwealth's public records law, and adherence to the Commonwealth's open meeting law.
- Assisted with reviewing, editing, implementing, signing, and distributing City contracts.
- Assisted with oversight of EPA/DEP Consent Decree.
- Assisted with real estate title work for the Department of Public Works facility and Garfield School.
- Reviewed and corrected real estate documents for a potential eminent domain taking to improve access to a public way.

FY2021 Goals & Objectives

- 1) Goal: Continue to successfully defend claims against the City.
Objective: Utilize all available resources to defend claims, including the assistance of outside counsel.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.

- 2) **Goal:** Revise, amend or create new ordinances as needed.
Objective: To improve government efficiency. Meet with department heads and/or committees to discuss and conduct review of ordinances.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 3) **Goal:** Address City's real estate and land-use needs.
Objective: Work with department heads and City's real estate attorneys to clear title, procure land, and establish or remove easements and encroachments to City properties.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.

- 4) **Goal:** Ensure compliance with federal and state laws as they apply to municipalities
Objective: Work with department heads and staff to inform/educate as to proper procedures for complying with the open meeting law, ethics rules, and enforcement powers and limitation
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Contracts Administered and Reviewed	42	47	53	47
Lawsuits Defended and Settled	8	11	10	9
Citizen Ch. 84/Ch. 258 Claims Denied and Settled	68	57	35	53

City of Revere - Fiscal Year 2021 Budget

151 - SOLICITOR'S OFFICE

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Solicitor	05/10/01		39	39.0	1.00	116,022	116,022	14,402				130,424		130,424
Assistant Solicitor	07/09/98		39	39.0	1.00	102,941	102,941	13,694				116,635		116,635
Principal Clerk/ Paralegal	05/20/19		39	39.0	1.00	48,096	48,096	-				48,096		48,096
Administrative Assistant	09/16/10		39	39.0	1.00	53,696	53,696	5,127				58,823		58,823
					<u>4.00</u>		<u>320,755</u>	<u>33,223</u>	-	-	-	<u>353,978</u>	-	<u>353,978</u>
													Other *	-
													OT	
													Per Mayor	353,978

* Parking Hearing Officer to be paid from Parking Meter Receipts. 40U Hearing Officer to be paid from 40U Revolving Fund.

City of Revere - Fiscal Year 2021 Budget

151 - SOLICITOR'S OFFICE

Non-Payroll Expenditures

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Legal Research Services and Publications	011512-522410	9,000	9,000	9,000	-
Online research, legal/educational books, materials & services					
Office Supplies	011514-540000	7,500	7,500	7,500	-
Copier lease, equipment maint., office supplies & stationary					
Other Charges & Expenses	011517-570000	12,500	4,000	4,000	-
Bar dues, non litigation travel, music licenses					
Litigation Expenses	011517-570000	3,000	3,000	3,000	-
Depositions (transcripts, stenographer), witness fees, travel, materials, filing fees					
Releases/Settlements	011517-571300	25,000	50,000	25,000	(25,000)
Settlement/Payment of Legal Claims					
Outside Legal Services	011517-574100	100,000	100,000	75,000	(25,000)
Contracted Legal Services					
Total Non Payroll Expenditures		<u>157,000</u>	<u>173,500</u>	<u>123,500</u>	<u>(50,000)</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	346,665	359,583	353,978	(5,605)
Total Non Payroll Expenses	157,000	173,500	123,500	(50,000)
Total Department Expenses	<u>503,665</u>	<u>533,083</u>	<u>477,478</u>	<u>(55,605)</u>

161 - City Clerk

Contact Information: Ashley Melnik, City Clerk, 781-286-8160

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To accurately preserve public records, establish, maintain, correct, index and certify all vital statistics and to perform other duties as may be required by Massachusetts General Laws.

FY2020 Accomplishments

- For fiscal year 2020, maintained highly accurate vital records in compliance with Massachusetts General Laws by registering approximately 750 birth records, 500 death records, and 450 marriage licenses.
- For fiscal year 2020, the Office of the Clerk has registered approximately 300 new business certificates and/or business certificate renewals.
- Performed a recodification of the Revised Ordinances of the City of Revere to include ordinances, zoning amendments, Traffic Commission Regulations, accepted Massachusetts General Laws, and special acts covering the period from 2018-2019.
- By hiring an archivist within the Office of the City Clerk, the City has begun to build a well-organized public records archive beginning with the records of the License Commission Office.



FY2021 Goals & Objectives

- 1) Goal: Perform a legal review and republication of the Revised Ordinances of the City of Revere.
Objective: To guarantee that the City's ordinances are legally accurate, conform to state law, and that code style is consistent throughout to ensure that City staff and residents are viewing the most accurate and easy-to-use code available.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology, and Value Diversity.

- 2) **Goal:** Establish an electronic file for all special permits and zoning amendments granted by the City Council to further preserve City Council history and provide easier access to historical records frequently requested by the Building Department.

Objective: To provide property owners and developers with the most accurate and historical information relative to their properties and building projects.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology.

- 3) **Goal:** Continue to maintain a well-organized vital records and public records archive by working with the Department of Innovation and Data Management to implement and utilize a document management program or software.

Objective: To quickly and efficiently facilitate and respond to public records requests.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology.

Performance Measures

The City Clerk anticipates that the number of vital records registered will continue to increase over time as the City of Revere increases in population.

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Births Recorded	767	781	442*	748
Deaths Recorded	539	511	321*	501
Marriage Licenses Recorded	438	464	271*	422
Business Certificates Issued	323	312	190*	291
Dog Licenses Issued	869	884	485*	867

*As of July 1, 2019 to February 24, 2020

City of Revere - Fiscal Year 2021 Budget

161 - CITY CLERK

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
City Clerk	01/07/04	X	39	39.0	1.00	96,553	96,553	24,029				120,582		120,582
Assistant City Clerk	08/31/91	X	39	39.0	1.00	56,380	56,380	15,741				72,121	7,000	65,121
Administrative Assistant	08/29/11		39	39.0	1.00	53,696	53,696	5,027				58,723		58,723
Archivist/ Public Records	09/23/19		39	39.0	1.00	44,077	44,077	-				44,077		44,077
					<u>4.00</u>		<u>250,706</u>	<u>44,797</u>	-	-	-	<u>295,503</u>	<u>7,000</u>	<u>288,503</u>
													PT Salaries	10,904
													OT	-
													Per Mayor	299,407

* Clerk of Council and Clerk of Committee salaries were reclassified from City Council budget to City Clerk budget.

City of Revere - Fiscal Year 2021 Budget

161 - CITY CLERK

Non-Payroll Expenditures

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Contracted Services</u>	011612-525000	17,000	17,700	17,700	-
Granicus					
<u>Office Supplies</u>	011614-540000	28,750	28,750	25,000	(3,750)
<u>Other Charges & Expenditures</u>	011612-525000	-	21,000	-	(21,000)
Legal review & republication of City Ordinances.					
Total Non Payroll Expenditures		45,750	67,450	42,700	(3,750)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	355,354	392,783	299,407	(93,376)
Total Non Payroll Expenses	45,750	67,450	42,700	(24,750)
Total Department Expenses	401,104	460,233	342,107	(118,126)

162 - Election Commission

Contact Information: Diane R. Colella, Election Commissioner, 781-286-8200

Location: Revere City Hall, First Floor, 281 Broadway, Revere, MA 02151



Mission Statement

To operate fairly and impartially while adhering to Massachusetts General Laws, Campaign Finance Laws and the Revised Ordinances of the City of Revere when assisting candidates and constituents on all aspects of the Electoral process. To provide exceptional customer service to residents seeking our assistance.

FY2020 Accomplishments

- Successfully handled the implementation of House Bill No 4320, Automatic Voter Registration as introduced to residents of the State of Massachusetts while seeking services from the Registry of Motor Vehicles and Mass Health/Health Connector agencies. The workload increased exponentially, yet we kept up with the demand and processed the incoming registrations for the Presidential Primary on Tuesday, March 3, 2020 without incident or delay. In forty-three days, six hundred and ninety registrations were reviewed and processed. This includes correcting invalid addresses, verifying citizenship status and verifying illegible or missing information on the forms submitted by the registrants.
- Since the program began in January 2018, the Election Department has reviewed and corrected over 1,000 invalid addresses found on incoming voter registrations. The City Engineer provided a resolution for addresses of two family homes having two numbers on the doors being "two doors may use two numbers." The success of the invalid address program depends on input from the City Engineer.
- Renovated the Election Department while preparing for two Local Elections. This included flooring, painting, repair of the radiators and new window coverings.
- Administered two successful Local Elections and a Presidential Primary.
- Successfully conducted the 2019 Annual City Census wherein 25,838 forms were mailed. An estimated 19,500 responses were received and processed.
- Inactivated 9,360 voters for non-response of the Annual City Census. Notified voters by U.S. Mail. Processed 4,680 incoming responses.
- Successfully completed the move from the Central Fire Station to the Immaculate Conception Church. Notified 1,500 voters of the change by US Mail.

- To encourage voter registration and participation, the Election Department hosted voter registration sessions at local events throughout the City. The events included the Sandcastle Event, the Fall Festival, the Beachmont Improvement Committee Fund Raiser, and the Multi-Cultural Event held on Shirley Avenue. Additionally, visits were made to the Jack Satter House and the Revere High School. Because of these efforts, one hundred and forty residents registered to vote.
- Formed a Complete Count Committee to include the Mayor, his staff, City Officials and key stakeholders in the Community to promote the response of the 2020 Federal Census. As Co-Director of this effort along with Dimple Rana, Director of Healthy Community Initiatives, the goal is to ensure that every resident of the City of Revere is counted. The response directly effects Federal funding received by the City and Congressional representation. Notices were sent to newly registered voters reminding them to answer the 2020 Federal Census. Posters for the 2020 Federal Census were hung in 21 polling locations for the September, November and March Elections.

FY 2021 Goals & Objectives

- 1) Goal: To ensure that the Board members, Voters, Election Officials and Office staff are safe from the Covid-19 virus during the 2020 Election Season. This is accomplished by introducing early voting for the September Election for both in person and by mail and extending early voting both in person and by mail for the November Election. Additionally, voters are allowed to vote early by mail without an excuse. The proposed legislation by the Secretary of the Commonwealth would allow seven days of in person early voting for the State Primary, including two weekend days for five hours and eighteen days of in person early voting for the State Election, including four-week end days for five hours each day. The legislation proposes minimum hours for each weekend day based on the number of registered voters. For the State Primary, the voters in the City of Revere may vote from Saturday, August 22, 2020 until noon on Friday August 28, 2020. For the November State Election voters may vote from Tuesday, October 13, 2020 until noon on Friday October 30, 2020. This includes five hours of early voting on Saturday, October 17, 2020, Sunday, October 18, 2020, Saturday, October 24, 2020 and Sunday, October 25, 2020. For all other days, early voting will be available during normal business hours. We are in the process of choosing an early voting location that can accommodate social distancing and the potential number of voters that may be casting an early ballot. Additionally, controls will be put in place to allow for social distancing, cleaning the voting booths, pens and check in and check out tables after each use. Potentially moving from at risk polling locations and/or possibly consolidating polling locations. The Election process is kept safe by providing the poll workers, Board members and Election staff with personal protection equipment such as sneeze shields, masks, gloves, and face shields. Voters entering without a mask will be provided with one. Voters not able to wear a mask are accommodated in an area six feet away from the voters and poll workers. Accommodations are made for handicap voters.

Many changes are proposed by the State for the upcoming 2020 Election season. It is the responsibility of the Election Commissioner and Board members to see that the process is implemented in a safe environment. Assistance from the Revere Police Department is needed in high traffic areas. In 2016, 4,049 voters cast an early ballot in a ten-day period. The Election department accommodated this number without incident. Ballots are transported to the early voting location in the morning and the process reversed at the end of the night. Once back at City hall the ballots are put in order by ward and precinct, scanned into the Central Voter Registry System, audited, packed for Election Day and delivered to the safe.

Objective: Ensure safe and successful, high quality, efficient Elections for our voters and poll workers.

Mayoral Focus Area: Professionalize City Services, Embrace Technology.

- 2) **Goal:** To upgrade the way Election results are reported to City hall at the end of the night and how these results are presented to the Public for viewing. Installing modems in to the DS200 Precinct tabulators will provide end of night results by 8:30 p.m. ES&S, the manufacturer of the equipment offers direct reporting of Election results to City hall. Upgrading to the new technology introduced two years ago allows the Election results to be available within 30 minutes of the polls closing. Additionally, a report for posting to the website would be available within 40 minutes of the polls closing.

Objective: To obtain and circulate Election results immediately after the polls close. The current system is archaic and must be upgraded. The benefits of having the results within minutes of the polls closing far outweighs the cost involved with the upgrade. Currently Election results are not available for over two hours from the time the polls close. Paper tapes are hung on the wall of City hall for the Public to view. Our current method is time consuming and unsightly.

Mayoral Focus Area: Professionalize City Services, Embrace Technology.

- 3) **Goal:** To review and process the number of voter registrations received for the 2020 Presidential Election then notify the voter the process is completed. In 2016, this number was 3,540. To review, process and notify the voter of the change of address and change of party.
- 4) **Objective:** Accommodate registrant's requests for new registrations. Accommodate voter's change of address and change of party requests.

Mayoral Focus Area: Professionalize City Services; Uphold Professional & Ethical Standards, Embrace Technology.

- 5) **Goal:** Work within the parameters of the approved budget so that the ratepayers know we have them in mind when spending their tax dollars.

Objective: Be mindful when spending taxpayer dollars. Negotiate with suppliers and reduce, reuse, and recycle when possible.

Mayoral Focus Area: Uphold Professional & Ethical Standards.

- 6) Goal: To provide exceptional customer service to constituents seeking assistance and to treat everyone walking through our doors with respect and dignity.

Objective: Show the constituents that you are here to assist them by listening to their concerns, and providing a solution to the problem. Be professional and show kindness. Treat others, as you would like to be treated.

Mayoral Focus Area: Professionalize City Services; Uphold Professional & Ethical Standards, and Embrace Technology.

- 7) Goal: Hire and train 25 poll workers for the November 2020 Presidential Election will adhering to the rules and regulations regarding social distancing.

Objective: Working with residents, business owners and local contacts I hope to spread the word that poll workers are needed to work at the polls on Election Day. Insert a help wanted ad into the letter for every newly registered voter.

Mayoral Focus Area: Professionalize City Services; Uphold Professional & Ethical Standards, and Embrace Technology.

Performance Measures

	<u>Calendar Year 2018</u>	<u>Calendar Year 2019</u>	<u>Projected Calendar Year 2020</u>	<u>Projected Calendar Year 2021</u>
Voters Registered	2,778	2,500	4,500	4,500
Absentee Ballots Processed	706	n/a	3,000	3,000
Early Voting Ballots Processed	1,688	0	4,000	4,000
Notary Public Services	216	144	230	230
Newly added addresses to Federal Census	2,145	n/a	n/a	n/a
Census Forms Mailed	25,616	25,838	26,000	26,000
Census Forms Returned	11,963	15,000	16,000	16,000
Confirmation Cards Sent to Voters to Confirm Residency	7,280	10,000	11,000	11,000
Changes to Voters Records	12,794	12,000	14,000	14,000
Number of Voters Deleted and Sent a Final Notice of Removal.	1,352	1,300	1,500	1,500
Number of Voter Registration Forms Sent to Residents Turning Eighteen Years Old	370	176	500	500
Total Number of Registered Voters	27,073	27,368	27,500	27,500

City of Revere - Fiscal Year 2021 Budget

162 - ELECTION COMMISSION

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor:</u>														
Election Commissioner	01/11/01	X	39	39.0	1.00	78,327	78,327	8,875	-	-	-	87,202		87,202
Assistant to Commissioner	06/15/10		39	39.0	1.00	53,696	53,696	5,977	-	-	-	59,673		59,673
Clerk I	10/29/18		39	39.0	1.00	44,807	44,807	750	-	-	-	45,557		45,557
					<u>3.00</u>		<u>176,830</u>	<u>15,602</u>	<u>-</u>			<u>192,432</u>	<u>-</u>	<u>192,432</u>
													Staff OT	6,000
													DPW OT	17,000
													Board Salaries	3,200
													School Custodial OT	6,000
													Per Mayor	224,632

162 - ELECTION COMMISSION

Non-Payroll Expenditures					
Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Poll Workers Salaries	011621-510102	79,000	79,000	79,000	-
Two state elections and 10 days early voting.					
Rentals	011622-522100	8,700	8,700	8,700	-
Truck rentals; polling locations; equipment rentals.					
Postage	011622-522200	16,500	16,500	16,500	-
Computer Services	011622-522400	22,000	22,000	22,000	-
Code memory packs for (2) State Elections. Annual Maintenance contract of Unity software and (23) tabulators; repairs.					
Printing & Mailing	011622-523440	28,000	28,000	28,000	-
Annual city census, annual street listing, and confirmation cards; signs and envelopes.					
Contracted Services	011622-525000	4,100	4,100	4,100	-
Translation services; constable services; shredding; alarm monitoring; bind voter registrations; shipping charges.					
Office Supplies	011624-540000	2,500	2,500	2,500	-
Election Supplies	011624-541620	5,500	5,500	5,500	-
Includes newspaper ads for last day to register.					
Total Non Payroll Expenditures		<u>166,300</u>	<u>166,300</u>	<u>166,300</u>	<u>-</u>
Footnotes:					
Total Department Expenses					
		Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses		220,572	265,070	224,632	(40,438)
Total Non Payroll Expenses		166,300	166,300	166,300	-
Total Department Expenses		<u>386,872</u>	<u>431,370</u>	<u>390,932</u>	<u>(40,438)</u>

165 – Licensing Commission

Mission Statement

The mission of the License Commission is to ensure public safety and the service to the public by licensing and regulating the sale and/or service of alcohol, restaurants, entertainment, lodging houses, hotels, auto dealerships, pawnbrokers, secondhand dealers, jewelry sales, fortunetellers, flea markets, pool tables, automatic amusement devices, and commercial parking lots.

FY 2019-2020 Accomplishments

- Increased acceptance of online applications, including use of website forms.
- Continued process of moving files to document management system.
- Worked with other departments to develop ordinance governing mobile food vendors.
- Processed increased number of hotel and restaurant licenses.

FY 2021 Goals & Objectives

Goal: Move license processing online where feasible

Objective: Continue moving files to document management system; create additional online application forms in document management system.

Goal: Coordinate renewal of Common Victualer licenses with Health food service permits.

Objective: Work with Health Inspector and Innovation department to investigate available technology and coordinate renewals.

Goal: Improve communication with licensed businesses

Objective: Work with other departments to create and maintain easily available, up-to-date contact information for city businesses.

Goal: Improve access to licensing information

Objective: Work with other departments to translate license applications and documentation into multiple languages in order to provide equitable access to information.

Goal: Streamline renewal process

Objective: Move bulk of renewal process online

City of Revere - Fiscal Year 2021 Budget

165 - LICENSING COMMISSION

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Chairman					-			1,600				1,600		1,600
Board member					-			800				800		800
Board member					-			800				800		800
					<u>-</u>									
					<u>-</u>		-	3,200	-	-	-	3,200	-	3,200
													OT Per Mayor	3,200

165 - LICENSING COMMISSION**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Office Supplies	011654-540000	3,000	3,000	3,000	-
Office Supplies & Stationary					
Total Non Payroll Expenditures		3,000	3,000	3,000	-
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	3,200	3,200	3,200	-
Total Non Payroll Expenses	3,000	3,000	3,000	-
Total Department Expenses	6,200	6,200	6,200	-

City of Revere - Fiscal Year 2021 Budget

171 - CONSERVATION COMMISSION

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Chairman								1,600				1,600		1,600
Board member								800				800		800
Board member								800				800		800
Board member								800				800		800
Board member								800				800		800
Board member								800				800		800
Board member								800				800		800
Board member								800				800		800
												-		
						-		6,400	-	-	-	6,400	-	6,400
													OT Per Mayor	- 6,400

171 - CONSERVATION COMMISSION**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Office Supplies</u>	011714-540000	600	600	600	-
Office Supplies					
	Total Non Payroll Expenditures	600	600	600	-
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	6,400	6,400	6,400	-
Total Non Payroll Expenses	600	600	600	-
Total Department Expenses	7,000	7,000	7,000	-

176 - Zoning Board of Appeals

Contact Information: John Henry, Clerk of Board

Location: Revere City Hall, First Floor, 281 Broadway, Revere, 02151

Mission Statement

To hear and decide applications in a timely, professional, and impartial manner for property owners requesting variances of the Zoning Ordinances, appealing decisions of the Building Inspector, or requesting comprehensive permits pursuant to MGL Chapter 40B.



FY2021 Goals & Objectives

- 1) Goal: To review and consider each application received based on facts and evidence provided by the each petitioner and consider testimony provided by any parties of interest.

Objective: Continue to deliver results with an objective mindset.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

Performance Measures

	<u>Calendar Year 2018</u>	<u>Calendar Year 2019</u>	<u>Calendar Year 2020</u>	<u>Projected Calendar Year 2021</u>
ZBA Applications	36	36	2*	36
Granted	27	31	2*	-
Denied	2	3	-	-
Withdrawn	7	2	-	-
Sustained	-	-	-	-

* Applications heard as of February 26, 2020.

City of Revere - Fiscal Year 2021 Budget

176 - ZONING BOARD OF APPEALS FY 2021

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
ZBA Clerk								6,000				6,000		6,000
ZBA Board Chair								1,600				1,600		1,600
ZBA Board Member								800				800		800
ZBA Board Member								800				800		800
ZBA Board Member								800				800		800
ZBA Board Member								800				800		800
ZBA Board Member								800				800		800
								800				800		800
						-	-	11,600	-	-	-	11,600	-	11,600
													OT Per Mayor	- 11,600

176 - ZONING BOARD OF APPEALS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Office Supplies</u>	011764-540000	720	720	720	-
Office Supplies					
Total Non Payroll Expenditures		720	720	720	-
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	11,600	11,600	11,600	-
Total Non Payroll Expenses	720	720	720	-
Total Department Expenses	12,320	12,320	12,320	-

182 - Office of Strategic Planning & Economic Development (SP&ED)

Contact Information: Robert O'Brien, Chief of Economic Development, 781-286-8201

Location: Revere City Hall, Mezzanine Level, 281 Broadway, Revere, 02151

Mission Statement

To create an environment in the City of Revere that is conducive to retaining, growing and attracting our commercial and residential sectors in order to strengthen and revitalize our neighborhoods and stabilize and transform our physical, social, civic and economic environment.

FY2020 Accomplishments

- Finalizing the FEIR process for the redevelopment of Suffolk Downs.
- Commencing in Revere the first phase of overall Suffolk Downs redevelopment.
- Completing permitting and continuing construction on the Waterfront Square complex.
- Completing residential and hotel construction/occupancy at the One Beachmont complex.
- Permitting four other major waterfront development projects.
- Attracting Amazon to the vacant former NECCO property on American Legion Highway.
- Conducting Next Stop Revere: the inclusive visioning/master planning process with MAPC.
- Advancing the redevelopment planning process for the Wonderland and Caddy Farm sites.
- Completing various storefront/signage improvement projects on Broadway and Shirley Avenue.
- Working with the Revere School Department re: siting, planning, funding of a new high school.
- Overseeing two Mass Works Projects: \$2M on Shirley Avenue and \$1M on Ocean Avenue.
- Implementing the \$1.5M Chapter 90 and City-Funded street/sidewalk improvement programs.
- Responding to more than 100 street/sidewalk resident calls through the 311 system.
- Processing more than 200 projects through the Site Plan Review Committee and Planning Board.
- Managing the Community Development Block Grant and the related HUD auditing process.
- Securing/implementing \$1M+ of MGC funding for development, transportation and tourism.
- Restoring the Eastern County Ditch and installing a pedestrian across its alignment.
- Securing funding for various parkland and environmental improvement programs.
- Securing \$50K in National Grid funds for the installation of public EV charging stations in Revere.

- Undertaking the assessment, planning and commence re-construction of the City's public stairs.
- Securing \$1.7M of state funding and start planning for the adaptive re-signalization of Broadway.
- Enlisting National Grid to convert 3,500 Revere streetlights to LED at no cost to the City, thereby saving the City almost \$100K of annual operating costs and a one-time energy bonus of almost \$300K.
- Recouping \$55K in Energy Saving Rebates through National Grid and Green Communities Grant Program for necessary energy repairs in municipal buildings and facilities.

FY2021 Goals & Objectives

- 1) Goal: To continue economic development/ transportation activities throughout the City.

Objective: To prioritize and implement the various recommendations of the Next Stop Revere Master Plan, including formulating substantive strategies for their implementation over time, with an initial focus of more affordable housing in the community. To formulate and implement workforce development programs with a view to the new Revere jobs being created at Amazon, Suffolk Downs, and in Revere's expanding hotel and hospitality sector. To monitor and support progress on the Suffolk Downs Phase 1 construction plans in Revere, with specific attention to timely demolition of the existing race track facilities, formulation of a related construction management plan, and maintenance of acceptable interim conditions on the balance of the site in Revere. To continue the planning and permitting processes for the mixed-use redevelopment of both Caddy Farms and Wonderland, including addressing transportation-related issues and opportunities in the vicinity of these development sites – e.g. planned Route 1 improvements and the prospect of a new regional rail station between Amazon and Wonderland with direct links to the Blue Line. To work with Amazon to address their transportation requirements and to enhance other aspects of their ongoing working relationship with the Revere community. To oversee continuing construction of various waterfront residential and mixed-use projects on Revere Beach Boulevard, Ocean Avenue, Revere Street, and Shirley Avenue. To facilitate at least ten storefront and signage improvement projects on Shirley Ave. To plan for the adaptive re-use of the vacant McKinley School and Winthrop Avenue Fire Station and the further rehabilitation of the Revere Historical & Cultural Society building. To foster joint transportation and development planning with Lynn focused on properties and roadways in the northern sector of Revere and the southern sector of Lynn. To expand collaborative transportation and/or development advocacy efforts among the municipalities north of Boston to promote economic/ workforce development and tourism. To identify and secure additional funding for any and all of the above.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology, Value Diversity.

- 2) Goal: To preserve and promote the affordability of housing opportunities in Revere.

Objective: To collaborate with the Revere Housing Authority, the Neighborhood Developers and HYM Investment Group to formulate strategies for increasing the number and variety of deed-restricted affordable housing units in both the public and private sectors, with particular focus on the current MBTA parking lots and other public properties. To promote housing rehabilitation programs that improve the quality of the existing housing stock in the community and to expand first-time-homebuyer programs and resources in Revere. To work with private developers to minimize and proactively assess and address any residential and commercial displacement resulting from their plans. To secure and deploy additional programs and resources that benefit Revere residents directly, both homeowners and renters. To identify and secure additional funding for any and all of the above.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

3) **Goal:** To improve the infrastructure of the City.

Objective: To implement \$1M + of street and sidewalk improvements throughout the City, to reconstruct at least two major parks in the City and to refurbish at least two others, to improve Revere's environmental resiliency and municipal vulnerability preparedness, to prepare a Climate Ready Plan and a Zero Waste Plan for the City based on continuous collaboration with other communities in the region, to support other city departments in their efforts to replace critical elements of their infrastructure, with special focus on a new DPW facility, a new Revere High School, improved youth and senior centers, and improved public housing inventory, to work with DCR on a collaborative strategy for the improvement and maintenance of the DCR Reservation, to promote waterfront recreational and commercial activity in a manner that animates and activates this exceptional environmental resource throughout the year, to plan and implement a redesign of various waterfront roadways and streetscapes, to rehabilitate the McMakin Field and reactivate the property across the street as part of the complex, and to identify and secure additional funding for any and all of the above.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology, Value Diversity.

4) **Goal:** To strengthen the professional capabilities of the SP&ED Department.

Objective: To improve the workforce development focus and capabilities of the Department, to enhance the transportation planning focus and capabilities of the Department, to better organize and supervise the functions within the Department, and to improve the Department's physical environment and technical equipment.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

Performance Measures

<u>Economic Development</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Major Ongoing Residential Projects	1	14	15	10
Major Ongoing Commercial Projects	5	8	8	8
Major Ongoing Mixed-Use Projects	1	3	4	4
Other: Medical	0	1	1	0

<u>Master Planning</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Master Planning Forums	n/a	n/a	3	1
Master Planning Participants	n/a	n/a	500	125
Master Planning Steering Group Sessions	n/a	n/a	4	4
Master Planning Working Sessions	n/a	n/a	5	4
Master Planning Report	n/a	n/a	0	1

<u>Workforce Development</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
City-Sponsored Hospitality Training Programs	0	0	1	2
Participants Served	0	0	50	75

<u>Planning Board</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Number of Meetings	13	13	13	13
Projects Reviewed	15	10	6	12
Projects Approved	15	9	6	12

<u>Site Plan Review Committee</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Number of Meetings	48	48	44	48
Proposals Reviewed	340	310	235	300
Proposals Approved	250	246	206	225

<u>Park Planning</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Parks in Planning	2	2	4	3
Parks in Construction	3	1	3	2
Parks Completed	3	1	3	2

<u>Storefront/Signage Program</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Projects in Process	2	2	1	7
Projects Completed	11	11	9	8

<u>Street and Sidewalk Repairs</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Number of Major Sidewalks Repaired and Reconstructed	3	4	8	15
Number of Major Streets Repaired and Reconstructed	4	10	14	10
311 Street and Sidewalk Repair Responses	0	60	125	150
Value of Street and Sidewalk Projects (Ch. 90 plus City Appropriation)	\$ 1,000,000	\$ 1,500,000	\$ 2,000,000	\$ 2,000,000

<u>Outside Funds</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
CDBG	\$ 694,746	\$ 790,083	\$ 784,221	\$ 784,221
I&I	\$ 233,090	\$ 363,409	\$ 1,139,150	\$ 750,000
CIT	\$ 367,645	\$ 513,720	\$ 112,842	\$ 400,000
MassWorks	n/a	\$ 3,708,500	\$ 2,000,000	\$ 3,000,000
Other	\$ 75,000	\$ 76,500	\$ 61,000.00	\$ 50,000

182 - OFFICE OF STRATEGIC PLANNING & ECONOMIC DEVELOPMENT

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Chief of Economic Developr	07/05/16		39.0	39.0	1.00	128,920	128,920	-				128,920	-	128,920
Deputy Director	02/20/18		39.0	39.0	1.00	90,000	90,000	6,750				96,750	-	96,750
City Planner	06/01/77	X	39.0	18.0	-	55,233	55,233	-				55,233	55,233	-
Project Planner	09/10/14		39.0	39.0	1.00	58,646	58,646	5,865				64,511	64,511	-
Program Coordinator	07/01/15		39.0	39.0	1.00	44,799	44,799	3,360				48,159	48,159	-
Business Liaison/Storefront	01/03/06		39.0	39.0	1.00	79,591	79,591	9,959				89,550	89,550	-
CDBG Program Director	05/20/19		39.0	39.0	1.00	79,051	79,051	-				79,051	79,051	-
Board Chairman								1,600				1,600		1,600
Board Members (8)								6,400				6,400		6,400
					6.00		536,240	33,934	-	-	-	570,174	336,504	233,670
													Total PT Salaries	-
													Grant Funded PT Salaries	-
													OT	-
													Per Mayor	233,670

182 - OFFICE OF STRATEGIC PLANNING & ECONOMIC DEVELOPMENT**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Office Supplies	011824-540000	4,000	4,000	4,000	-
Office Supplies, legal ads, copies/ maintenance					
Total Non Payroll Expenditures		<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>-</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	264,731	348,906	233,670	(115,236)
Total Non Payroll Expenses	4,000	4,000	4,000	-
Total Department Expenses	<u>268,731</u>	<u>352,906</u>	<u>237,670</u>	<u>(115,236)</u>

184 - Engineering

Contact Information: Nicholas Rystrom, City Engineer, 781-286-8152

Location: Revere City Hall, Lower Level, 281 Broadway, Revere, 02151

Mission Statement

To develop, track and improve all City infrastructure, such that asset conditions are monitored and addressed appropriately, development opportunities are realized responsibly and the quality of life for residents is continually improved.

FY2020 Accomplishments

- Scanned and catalogued City records and plans, including creating record files for properties in the City. Identified and corrected discrepancies within City records and the City GIS.
- Supported DPW maintenance and improvement work to City infrastructure and documented completed projects
- Worked to plan, design, construct and document various sewer and stormwater rehabilitation projects for compliance with USDOJ, USEPA and MADEP Consent Decree, including comprehensive sewer system rehabilitation and public/private inflow source and illicit discharge removal.
- Investigated, evaluated and offered engineered solutions to infrastructure problems as requested by City residents (includes traffic, drainage, safety, etc.)
- Reviewed proposed developments (including large scale developments and street extensions) for technical compliance and for impacts to existing City infrastructure.
- Worked to design a street reconfiguration, a traffic intersection revision, and other non-Consent Decree related projects throughout the City.
- Oversaw the design of water system improvements in various locations, and stormwater system improvements in the Walnut Ave./Arlington Ave. neighborhood.



- Obtained annual City permits (MWRA, MassDOT, MassDEP, etc.) as well as maintained Year 2 compliance for the new USEPA MS4 permit
- Worked to further develop the City sewer and stormwater educational outreach program.
- Worked to develop FOG standards for City-wide implementation.
- Supported DPW operation and maintenance of instrumentation related to the automation of City assets (i.e. pump stations, tide gates, etc.)

FY2021 Goals & Objectives

- 1) **Goal:** Upgrade files and archives, identify, correct and address infrastructure discrepancies in City records and City GIS. To scan, catalogue and file new and existing Engineering Department plans and documents, as well as maintain department records.
Objective: To achieve efficient and easy access to all current and historical information. To identify and resolve infrastructure discrepancies in City records and City GIS to eliminate confusion and problems for residents and City personnel. To achieve 100% accuracy of engineering and infrastructure related information.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.
- 2) **Goal:** To ensure City compliance with the United States Department of Justice Consent Decree and work to achieve “No Future Sanitary Sewer Overflows”. To oversee planning, design, construction and documentation of various sewer and stormwater rehabilitation projects through regular meetings with, and input from, City personnel, and the City’s engineering consultants.
Objective: To oversee planning, design, construction and documentation of various sewer and stormwater rehabilitation projects to ensure City compliance with the United States Departments of Justice Consent Decree (CD), achieve “No Future Sanitary Sewer Overflows” and support the City’s goal of amending the CD to continue to improve infrastructure in an accelerated yet fiscally responsible and realistic manner.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.

- 3) **Goal:** Address, from conception and through completion, infrastructure concerns, received directly from residents (traffic, drainage, safety, etc.). Conduct evaluation of resident provided concerns (land survey, traffic analysis, stormwater management, etc.) and provide engineered solutions to be implemented by City DPW or subcontractors.
Objective: Address infrastructure concerns from residents to provide permanent resolutions quickly and efficiently.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.
- 4) **Goal:** Provide technical infrastructure guidance for all proposed development in the City. Produce standard details/specifications and regulations for infrastructure-related site construction items and provide ordinance change requests to adopt and implement these details/specifications. Review all proposed development in the City.
Objective: Provide technical infrastructure guidance for all proposed development in the City to ensure that City and industry standards are met and development occurs with the interests of the City in mind while considering the needs and goals of owners/developers. Produce standard details/specifications and regulations to protect the City's interest and assist owners/developers in the design/construction process.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.
- 5) **Goal:** Improve other aspects of City infrastructure, not required under the USDoJ Consent Decree (i.e. water distribution system, etc.) and plan, design construct and document various sewer, stormwater and water system projects.
Objective: Work to improve other aspects of City infrastructure, not required under the USDoJ Consent Decree (i.e. water distribution system, etc.) and plan, design, construct and document various sewer, stormwater and water system projects through collaboration with, and input from, City personnel and the City's engineering consultants.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.
- 6) **Goal:** Direct the City from a reactive approach to City infrastructure to a proactive approach to City infrastructure with regard to O/M of City utilities.
Objective: Work to move the City from a reactive approach to City infrastructure to a proactive approach to City infrastructure through implementation of advanced control/operation systems, development of routine maintenance programs, and coordination with DPW and ISD.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology.

City of Revere - Fiscal Year 2021 Budget

184 - ENGINEERING

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor:</u>														
City Engineer	07/19/11		39.0	39.0	1.00	98,622	98,622	8,397				107,019	-	107,019
Principal Clerk	01/09/17		39.0	39.0	1.00	48,096	48,096	-				48,096		48,096
					2.00	146,718	146,718	8,397	-			155,115	-	155,115
													OT Per Mayor	155,115

184 - ENGINEERING**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Telephone/ Communications</u>	011842-520900	750	750	750	-
Telephone Expense					
<u>Contracted Services</u>	011842-525000	25,000	128,600	43,600	(85,000)
On call engineering services/StreetScan			50,000	40,000	
Outfall sampling and MS4 Compliance			75,000	-	
Stormwater Education Collaborative			3,600	3,600	
<u>Materials & Supplies</u>	011844-544000	20,850	12,000	12,000	-
Office Supplies			2,000		
Large Format Printer Lease			10,000		
<u>Other Charges & Expenses</u>	011847-570000	2,250	2,250	2,250	-
<u>Travel Allowance</u>	011841-512400	900	900	-	(900)
Mileage					
Total Non Payroll Expenditures		49,750	144,500	58,600	(85,900)
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	217,377	315,115	155,115	(160,000)
Total Non Payroll Expenses	49,750	144,500	58,600	(85,900)
Total Department Expenses	267,127	459,615	213,715	(245,900)

210 - Police Department

Contact Information: James R Guido, Chief of Police, 781-286-8326

Location: Revere Police Department, 400 Revere Beach Pkwy, Revere

Mission Statement

We, the members of the Revere Police Department are committed, take pride, and are dedicated to the needs of our community in the delivery of quality police services in an effective, responsible and professional manner.

We recognize and accept our responsibility to maintain order while affording dignity and respect to each and every individual that we encounter. Our objective is to improve the quality of life through the community and inter-agency partnerships to thereby promote a safe and secure community for all.

FY2020 Accomplishments

- Opened new Sub Station on Shirley Ave.
- Increased visibility in the business districts of Broadway and Shirley Ave through bicycle patrol and walking routes.
- Expanded Police Athletic League programming through various grants and increased Officer participation in the program.
- Completed 50% review of all policies and procedures as we work towards accreditation.
- Expanded training with the school department to promote school safety.
- Worked with Mass Highway and various groups to make traffic improvements to facilitate a better flow of traffic throughout the City.
- Continued to hire new Officers and increase the complement of Patrol Officers.
- Implemented a strategic traffic plan during Sand Castle weekend that greatly improved the flow of traffic.

FY2021 Goals & Objectives

- 1) Goal: Continue budget and hiring practices commenced in 2019 to increase the complement of the Revere Police Department to 115 Police Officers by fiscal year 2025.

Objective: Streamline the hiring process and have officers ready to go to the first available police academy and continue to diversify the department to reflect the population of the community.

Mayoral Focus Area:

- 2) Goal: The Revere Police Department will continue the Accreditation process.
Objective: To become certified by the end of the year and continue to review and update of all of the policies and procedures of the Revere Police Department.
Mayoral Focus Area:
- 3) Goal: To expand the activity at the new Shirley Ave substation and have it be a hub of activity and a resource for all of the residents in the area.
Objective: To engage with the many diverse groups in the area and work with them to ensure their safety and quality of life.
Mayoral Focus Area:
- 4) Goal: To add a fourth School Resource Officer.
Objective: Continue a strong presence in the schools and build trust and relationships with the students and parents.
Mayoral Focus Area:
- 5) Goal: To install more speed safety signs throughout the community and increase traffic enforcement to reduce speeding on busy streets in the community.
Objective: Reduce the number of complaints for speeding vehicles and make the streets safer to travel.
Mayoral Focus Area:

City of Revere - Fiscal Year 2021 Budget

210 - POLICE DEPARTMENT: Civilian

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Administrative Assistant	10/18/06		39	39.0	1.00	53,696	53,696	3,679	-			57,375		57,375
Clerk I	12/16/13		39	39.0	1.00	44,807	44,807	-	-			44,807		44,807
Animal Control Director	01/01/93	X	39	39.0	1.00	50,501	50,501	4,600	350			55,451		55,451
Mechanic	12/18/03		39	39.0	1.00	70,716	70,716	7,400	300			78,416		78,416
Public Safety Grant Manage	04/01/08		39	39.0	1.00	66,243	66,243	8,024	-			74,267		74,267
Police Clerk	09/22/08		39	39.0	1.00	49,517	49,517	1,400	-			50,917		50,917
Police Clerk	03/15/12		39	39.0	1.00	49,517	49,517	1,000	-			50,517		50,517
					<u>7.00</u>		<u>384,997</u>	<u>26,103</u>	<u>650</u>	<u>-</u>	<u>-</u>	<u>411,750</u>	<u>-</u>	<u>411,750</u>
													PT Salaries	25,392
													OT	5,000
													Per Mayor	442,142

210 - POLICE DEPARTMENT**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Medical Expenses	012101-512000	25,000	25,000	25,000	-
Public Safety 111F administration; mandatory drug testing.					
Utilities	012102-520300	110,000	110,000	110,000	-
Natural gas, electricity					
Gasoline & Oil	012102-520800	120,000	130,000	120,000	(10,000)
Gas & Oil for all Police Vehicles					
Telephone/Communications	012102-520900	45,000	45,000	45,000	-
Comcast, Paetec, Verizon, Verizon Wireless, etc.					
Radio System	012102-521100	30,000	30,000	30,000	-
GBPC Maintenance Contract, Regular Maintenance, Membership Dues, Radios					
Traffic Control	012102-521800	10,000	12,000	10,000	(2,000)
Intoxilyzer Supplies, Traffic Spots and Signs, Printed Materials, Taxi Medallions & Badges					
Rentals	012102-522100	27,600	30,000	30,000	-
Rent for substations on Pleasant St & Shirley Ave					
Computer Services & Maintenance	012102-522400	140,000	140,000	140,000	-
Computer Hardware & Software Support, Supplies; IMC/ License support					
Animal Control	012102-523900	5,000	15,000	5,000	(10,000)
Mandated treatment of stray animals: Detention, stay, medical services and/or					
Automotive Maintenance	012102-524200	55,000	60,000	55,000	(5,000)
Maintenance & Repair of all Police Vehicles					
Building Maintenance & Repair	012102-524500	75,000	120,000	75,000	(45,000)
Bldg Maint. Contracts; Elevator, HVAC, Boiler, Generator, Cleaning, Landscaping and Other R & M					
Maintenance Of Equipment	012102-524600	45,000	55,000	45,000	(10,000)
Repairs & Services of Equipment; Copiers, fax, printers, etc.					
Weapons & Support	012102-524700	25,000	30,000	25,000	(5,000)
Weapon, Ammunition & Support Items, Replacement of Outdated Weapons					
Auxiliary Uniform/Clothing Allowance	012111-512200	4,500	4,500	4,500	-
Uniforms and supplies for Auxiliary Police					

210 - POLICE DEPARTMENT (continued)**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Employee Training	012102-526100	45,000	75,000	45,000	(30,000)
Command Training, Supplies & Travel Expenses for Training Programs, Police Academy Tuition, Range fees, NE Regional Police Dues					
Grant Writer	012102-528400	32,000	32,000	32,000	-
Grant Writer Services					
Office Supplies	012104-540000	15,000	15,000	15,000	-
Office Supplies; copier & supplies; stationary & printing					
Identifications	012104-545000	10,000	10,000	10,000	-
Fingerprinting & Photograph Supplies and other Related Equipment					
Other Charges & Expenses	012107-570000	35,000	35,000	35,000	-
Gun Permits, FID Cards, Dues, Alarm Service, Misc. Law Enforcement Supplies, Chief's Expenses, Prisoners' meals. New Mandatory Random Drug Testing					
Drug Unit	012107-571700	5,000	5,000	5,000	-
Investigative Work by Drug Unit					
Grant Matching Funds *	012107-572250	-	15,000	-	(15,000)
Bullet proof vests - grant match	-	-	15,000	-	(15,000)
CO19-025 Cops Grant Match	-	-	-	-	-
New Equipment *	012108-587100	-	120,000	-	(120,000)
New Cruisers	-	-	120,000	-	(120,000)
Total Non Payroll Expenditures		859,100	1,113,500	861,500	(252,000)
Footnotes:					
* Funded through CIP appropriations.					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	10,253,126	10,865,473	10,855,473	(10,000)
Total Non Payroll Expenses	859,100	1,113,500	861,500	(252,000)
Total Department Expenses	11,112,226	11,978,973	11,716,973	(262,000)

220 - Fire Department

Contact Information: Christopher Bright, Fire Chief, 781-284-0014

Location: Revere Fire Department, 400 Broadway, Revere, 02151

Mission Statement

To provide the highest quality fire suppression, prevention, rescue, and emergency services to the citizens of Revere and those visiting, and maintain the expertise and training to provide these services with the utmost dedication, pride and efficiency.

FY 2020 Accomplishments

- Applied for and secured an AFG Staffing Grant to hire 4 additional firefighters (July 2020 hire date). Two additional budgeted positions have brought our total compliment to 110 members, thereby ending the practice of brownouts, which preserves our primary mission of responding to all sections of the city within NFPA response time guidelines.
- A \$120,000 grant was secured through the Metro Boston Homeland Security Region (MBHSR) which allowed us to purchase and put into service a new 26' Revere Police/Fire Rescue boat.
- A MBHSR grant in the amount of \$47,000 allowed for the purchase of (2) two new Polaris all-terrain vehicles (1 Revere Fire/1 Revere Police) to enhance our response and capabilities for water rescue, technical rescue, and large-scale event responses.
- Enhanced our training efforts in all technical disciplines including:
 - 4 members attended basic crewmember marine boat operations course in Boston MA.
 - 70 members trained in extrication techniques using the new Ladder Two battery powered extrication tools.
 - 80 members attended water rescue operations familiarization course on Revere Beach to enhance our water rescue capabilities.
 - 6 members attended phase two of the water supply drill at Boston Logan Airport further enhancing our mutual aid capability in preparation of aircraft crash/rescue operations.



- 12 members attended a Hazardous Materials Operational course for terrorist incidents to enhance operational readiness and interoperability in the City of Revere and the Metro Fire District.
- Applied for and received (2) two Department of Fire Services grants in the amount of \$11,448 for the purchase of (2) NFPA compliant gear washer extractors.
- Put out to bid and hired a project manager to oversee and begin the design and build phase of the new POP firehouse. Demolition and construction to begin Spring/Summer 2020.
- Put out to bid and awarded a contract to Kneeland Construction Corp. for the demo and replacement of the rear stairs and porch at Headquarters. The project is in the final planning stages with construction to begin late spring/summer 2020.
- Applied for and awarded a Department of Fire Services grant in the amount of \$9,754 for fire prevention education for elder's and school age children.



FY2021 Goals & Objectives

- 1) **Goal:** To secure an AFG Staffing Grant to hire an additional 4 firefighters, thereby increasing our budgeted compliment up from 112 to 116 firefighters.
Objective: This grant will improve apparatus staffing and better prepare for the rebuilding/reopening of a new POP Engine 2 Alden A. Mills Firehouse within the next two years.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards.
- 2) **Goal:** To demo and begin construction of the new POP Firehouse.
Objective: To bring fire and emergency response guidelines up to NFPA standards not only for the Point of Pines neighborhood but for the entire City of Revere.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards.
- 3) **Goal:** To complete crucial repairs to the Central Firehouse.
Objective: To begin long needed firehouse improvements to include, repair and replacement of the



brick and structural members of the north facing apparatus wall at the Central Firehouse, Replacement of the HVAC system(s) at the Central Firehouse.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

- 4) **Goal:** Install a separate HVAC system in the basement at the Central Firehouse.

Objective: This will be the first step in a multi-step, multi-year plan to move the firefighting bunker gear and equipment storage to a separate area in the basement, completion of which will comply with NFPA, NIOSH, and OSHA standards for chronic exposure to carcinogens and preventing migration of these contaminants into the living and working areas.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

- 5) **Goal:** To excavate, replace and properly pitch the main sewer drain at the North Revere E3 Firehouse.

Objective: To provide for safe and sanitary conditions for the members assigned to the E3 Firehouse.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

- 6) **Goal:** To continue to replace administrative and operational vehicles of the Revere Fire Department.

Objective: Purchase (2) two new pump apparatus to replace the E3 & E5 pump apparatus in the fleet. The replacement of these pumps will allow us to continue to modernize and provide a safer, more efficient operation of our apparatus fleet. Purchase a new 2021 Ford Expedition Deputy Chief's command car to replace an aging (2014 Chevrolet Tahoe) vehicle. Purchase a new 2021 Ford Explorer Assistant Chief's car to replace an aging (2014 Chevrolet Tahoe) vehicle. Purchase a new 2021 Ford Explorer Fire Prevention vehicle to replace and aging (2008 Ford Taurus). Purchase a new 2021 Ford 12 passenger van which will allow us to transport fire department members to and from incidents, to the Mass Fire Academy, to remote training sites, and for logistical use at large city events (Sand Sculpting Festival, Food Truck Festival, etc.)

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Embrace Technology, Value Diversity.

- 7) **Goal:** Purchase (2) two NFPA compliant gear washer extractors for the Central and Parkway Firehouses.



Objective: To protect our members from chronic exposure to carcinogens and other harmful substances that contaminate their firefighting bunker gear.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

Performance Measures

	<u>Calendar Year</u> <u>2018</u>	<u>Calendar Year</u> <u>2019</u>	<u>Calendar</u> <u>YTD 2020</u>	<u>Projected</u> <u>Calendar</u> <u>Year 2021</u>
Fire, Other	13	6	16	16
Building Fire	24	14	22	22
Cooking Fire, Confined to Container	188	162	202	202
Fuel Burner/Boil Malfunction, Fire Confined	4	4	9	9
Trash or Rubbish Fire, Contained	7	8	6	6
Fire in Mobile Property, Used as Fixed Structure, Other	1	1	1	1
Fire in Mobile Homes	1	0	1	1
Mobile Property (Vehicle) Fire, Other	2	5	5	5
Passenger Vehicle Fire	15	6	12	12
Natural Vegetation Fire, Other	0	0	10	10
Brush, or Brush and Grass Mixture Fire	2	2	8	8
Grass Fire	0	2	2	2
Outside Rubbish Fire, Other	32	14	57	57
Outside Rubbish, Trash or Waste Fire	6	7	15	15
Outside Stationary Compactor/Compacted Trash Fire	0	0	1	1
Special Outside Fire, Other	1	1	2	2
<u>Total</u>	<u>296</u>	<u>192</u>	<u>369</u>	<u>369</u>

City of Revere - Fiscal Year 2021 Budget

220 - FIRE DEPARTMENT: Civilian

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Administrative Asst	03/19/97	X	39	39.0	1.00	56,380	56,380	3,800	-			60,180		60,180
Principal Clerk	12/04/17		39	39.0	1.00	48,096	48,096	-	-			48,096		48,096
					<u>2.00</u>		<u>104,476</u>	<u>3,800</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>108,276</u>	<u>-</u>	<u>108,276</u>
													PT Salaries	
													OT	
													Per Mayor	108,276

220 - FIRE DEPARTMENT**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Medical Expenses</u>	012201-512000	10,000	10,000	10,000	-
Medical expenses for treatment of officers injured on duty Injured on Duty/ Retirement Control Contractor					
<u>Utilities</u>	012202-520300	100,000	130,000	100,000	(30,000)
Electricity, natural gas, telephone, Comcast.					
<u>Gasoline & Oil</u>	012202-520300	50,000	65,000	50,000	(15,000)
Fuel - gasoline & diesel, motor oil					
<u>Fire Alarm</u>	012202-521000	25,000	30,000	25,000	(5,000)
Maintenance & repair; supplies					
<u>Radio System</u>	012202-521100	45,000	45,000	45,000	-
Repair & upkeep of 911 system Maintenance Contract					
<u>Memorials</u>	012202-521900	1,500	2,500	1,500	(1,000)
Firefighter memorial services & supplies					
<u>Computer Services</u>	012202-522400	35,000	35,000	35,000	-
GovConnect Tri Tech Software					
<u>Automotive Maintenance</u>	012202-524200	55,000	150,000	65,000	(85,000)
Equipment maintenance & repairs; tires.					
<u>Building Maintenance & Repair</u>	012202-524500	61,000	100,000	50,000	(50,000)
Materials & supplies for maintenance and repairs to fire stations Service Heating/Cooling Systems Not including E-2 Service garage doors					
<u>Employee Training</u>	012202-526100	25,000	35,000	35,000	-
Emergency training book & test					
<u>Grant Assistance</u>	012202-528400	-	2,500	-	(2,500)
<u>Office Supplies</u>	012204-540000	5,500	6,500	5,500	(1,000)
<u>Medical Supplies</u>	012204-542500	5,000	6,500	5,000	(1,500)
Emergency medical services supplies: gloves, oxygen, masks, etc					

220 - FIRE DEPARTMENT (continued)**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Other Charges & Expenses</u>	012207-570000	13,000	22,000	22,000	-
Metro district dues, misc expenses					
<u>Grant Matching Funds</u>	012207-572250	-	8,350	8,350	-
Hazard Mitigation Plan local cost share.					
<u>New Equipment *</u>	012208-587100	-	60,000	-	(60,000)
Equipment supplies, replacements, upgrades. Fire hoses, nozzles, masks.					
<u>Personal Protective Equipment *</u>	012208-587200	-	-	-	-
Replacement of firefighters' personal protective equipment as per contract. Coats, boots, helmets & gloves.					
Total Non Payroll Expenditures		431,000	708,350	457,350	(251,000)

Footnotes:

* Funded through CIP appropriations.

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	9,920,285	10,309,420	10,259,420	(50,000)
Total Non Payroll Expenses	431,000	708,350	457,350	(251,000)
Total Department Expenses	10,351,285	11,017,770	10,716,770	(301,000)

230 - REGIONAL EMERGENCY COMMUNICATIONS CENTER**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Regional Emergency Comm. Ctr. Allocated Costs					
RECC Allocated Costs		1,583,986	1,644,084	1,565,894	(78,190)
		<u>1,583,986</u>	<u>1,644,084</u>	<u>1,565,894</u>	<u>(78,190)</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	-	-	-	-
Total Non Payroll Expenses	1,583,986	1,644,084	1,565,894	(78,190)
Total Department Expenses	<u>1,583,986</u>	<u>1,644,084</u>	<u>1,565,894</u>	<u>(78,190)</u>

241 – Municipal Inspections

Contact Information: Benjamin DeChristoforo, Inspector of Buildings, 781-286- 8196

Location: American Legion Building, Basement, 249R Broadway, Revere, 02151

Mission Statement

The primary mission of the Municipal Services Department is to ensure the safety and welfare of the general public by enforcing, through inspections, licensing, and permitting, State laws and City Ordinances.

FY2020 Accomplishments

- Implemented e-permitting and tracking system for permanent dumpsters and food establishments along with online payment capability.
- Commenced scanning and creating new electronic files of existing paper files. Project is still ongoing.
- Continued improving the cleanliness of the City and decreasing rodent population through diligent enforcement of the newly amended trash ordinance by Exterior Sanitary Inspectors.
- Provided efficient intake process and effective investigation of all code enforcement concerns with appropriate follow-up and prompt resolution of all service requests.
- Created Vacant Property Registry and tracking system within CitizenServe to monitor and evaluate vacant properties within the City.
- Enhanced customer service and communication with the public by utilizing the translation skills of newly hired multilingual office support staff.
- Worked in conjunction with Northeast Massachusetts Mosquito Control and Wetlands Management District to reduce mosquito population and risk of mosquito-borne viruses such as West Nile and Eastern Equine Encephalitis.
- Enforced accuracy requirements on weighing & measuring devices. Confirmed all City Seals were up-to-date.
- Expanded work force with three new positions: In-house General Counsel to provide legal guidance to the code enforcement department and address legal matters that, previously, would have been sent out-of-house; Sanitary Inspector allows for greater efficiency in increased inspections during business hours and Saturdays during non-business hours; and Administrative Assistant to provide much needed clerical, multilingual translation, and customer service support.

FY2021 Goals & Objectives

- 1) **Goal:** Continue to work in conjunction with the Revere Fire Department to identify and address non-compliant properties.
Objective: To ensure non-compliant conditions are corrected for public safety in homes and buildings.
Mayoral Focus Area: Uphold Professional & Ethical Standards

- 2) **Goal:** Evaluate e-permitting building application intake process in order to reduce turnaround time.
Objective: To ensure timely review and issuance of permits to meet the demands of the applicant(s) in a timely fashion.
Mayoral Focus Area: Professionalize City Services, Embrace Technology, Maximize & Modernize Economic Development

- 3) **Goal:** Provide public access to Food Establishment inspection reports via the City website.
Objective: Improve transparency by granting public access to food establishment inspection report information online
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology, Maximize & Modernize Economic Development

- 4) **Goal:** Begin implementation of tracking system for issues involving interior housing code enforcement complaints and violations.
Objective: Streamline Interior Housing Division inspection and code enforcement process.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology, Maximize & Modernize Economic Development

- 5) **Goal:** Revise Public Dumpster Ordinance
Objective: to address issues of concern and enable additional code enforcement
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards

- 6) **Goal:** General Counsel to address Pre-Safe Housing Task Force properties from escalating to Safe Housing Task Force Active list.
Objective: facilitate mediation with property owner to correct violations prior to legal action.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology, Maximize & Modernize Economic Development

- 7) **Goal:** To automate internal communication between QAlert service requests and CitizenServe
Objective: to eliminate manual entry of service request into CitizenServe and improve turnaround response time.
Mayoral Focus Area: Professionalize City Services, Embrace Technology

Performance Measures

Performance Type	FY2018	FY2019	FY2020	PROJECTED FY2021
Number of interior housing inspections conducted	1,040	1,040	1,050	1,100
Number of food establishment inspections & re-inspections	652	660	626	630
Number of overgrowth/unsanitary condition inspections	270	400	310	300
Number of unsanitary/improper trash disposal inspection	100	200	252	225
Number of illegally dumped item inspections	67	80	39	35
Number of private uncleared sidewalk inspections	43	60	63	60
Number of water runoff from private property inspections	27	50	33	35
Number of reported Landlord/Apartment Issue	27	73	123	100
Number of reported Abandoned/Vacant Properties	n/a	5	15	20
Number of reported Mosquitos and bugs issues	4	4	20	15
Number of Permit Applications	1,056	1,225	1,449	1,500
Number of Certificates of Occupancy	114	76	93	100
Number of Electrical Permit Applications	885	919	1,160	1,200
Number of Plumbing Permit Applications	573	488	575	580
Number of Gas Permit Applications	411	350	387	400
Number of Mechanical Permit Applications	23	18	17	20
Number of Sheet Metal Permit Applications	44	63	85	90

City of Revere - Fiscal Year 2021 Budget

241 - MUNICIPAL INSPECTIONS

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Building Commissioner	10/13/16		39	39.0	1.00	98,838	98,838	7,413	-	360	3,600	110,211		110,211
Director - Municipal Inspect	11/06/00	X	39	39.0	1.00	103,780	103,780	10,784	-	360	3,600	118,524		118,524
Special Asst To Director	10/12/06		39	39.0	1.00	63,720	63,720	4,030	-	-	-	67,750		67,750
Principal Clerk	10/06/10		39	39.0	1.00	48,096	48,096	1,200	-	-	-	49,296		49,296
Clerk I			39	39.0	1.00	42,567	42,567	750	-	-	-	43,317	-	43,317
Building General Counsel	10/01/07		39	39.0	1.00	104,057	104,057	12,006	-	-	-	116,062	116,062	-
Senior Inspector	09/15/10		39	39.0	1.00	63,180	63,180	5,938	-	360	3,600	73,078	-	73,078
Senior Inspector	01/24/00	X	39	39.0	1.00	66,339	66,339	5,522	-	360	3,600	75,821	-	75,821
Inspector - Sanitary	03/31/75	X	39	20.0	0.51	31,578	31,578	3,468	-	180	1,800	37,026	-	37,026
Inspector - Gas/Plumbing/H	08/04/04	X	39	39.0	1.00	82,642	82,642	3,860	-	360	3,600	90,462	-	90,462
Inspector - Electrical	07/24/17		39	39.0	1.00	56,706	56,706	-	-	360	3,600	60,666	-	60,666
Sealer	07/05/00	X	39	39.0	1.00	75,377	75,377	7,488	-	-	3,600	86,465	-	86,465
Inspector - Sanitary	12/11/17		39	39.0	1.00	58,650	58,650	-	-	360	3,600	62,610	-	62,610
Inspector - Food	10/13/16	-	39	39.0	1.00	58,650	58,650	4,399	-	360	3,600	67,009	-	67,009
Inspector - Health	11/15/16		39	39.0	1.00	58,650	58,650	-	-	360	3,600	62,610	-	62,610
Inspector - Sanitary	07/15/05		39	39.0	1.00	58,650	58,650	2,000	-	360	3,600	64,610	-	64,610
15.51							1,071,479	68,857	-	3,780	41,400	1,185,516	116,062	1,069,455
													PT Salaries	19,745
													OT	
													Per Mayor	1,089,200

241 - MUNICIPAL INSPECTIONS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Contracted Services</u>	012412-525000	-	-	-	-
<u>Employee Training</u>	012412-526100	5,300	6,300	5,300	(1,000)
<u>Rentals and Leases</u>	012412-527010	2,700	2,700	2,700	-
Copier lease			2,200		
Kyocera copier maintenance			500		
<u>Office Supplies</u>	012414-540000	12,000	15,500	12,000	(3,500)
<u>Computer Operations *</u>	012414-545500	-	24,000	-	(24,000)
ISD Ticket-writing devices			24,000		
<u>Other Charges & Expenses</u>	012417-570000	-	-	-	-
Training; supplies.					
Total Non Payroll Expenditures		20,000	48,500	20,000	(28,500)
Footnotes:					
* Funded through 40U Account.					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	1,177,879	1,315,906	1,089,200	(226,706)
Total Non Payroll Expenses	20,000	48,500	20,000	(28,500)
Total Department Expenses	1,197,879	1,364,406	1,109,200	(255,206)

295 - Parking Control

Contact Information: James Rose, Director of Parking, 781-629-2542

Location: 300 Broadway, Main Floor - Suite #2, Revere, 02151

Mission Statement

To advance the City's vision for efficient and effective parking solutions that support economic growth and development and provide residents, visitors and business owners with easy to use technology, clear information and operational transparency.

FY2020 Accomplishments

- Created a city wide resident permit overnight parking program.
- Launched new Passport parking app for ease of consumer meter payment.
- Increased meter revenue by 191%.
- Purchased two new Parking Enforcement Vehicles.
- Collaborated with Traffic Commission to amend specific city street parking restrictions.
- Collaborated with the ADA Commission to ensure that parking in the City is in compliance with ADA regulations for the safety of all residents and visitors.
- Trained all Parking Enforcement personnel on the new software system for smart meters and the integration of the parking app.
- Collaborated with local businesses to alleviate their parking concerns to assist in promoting a healthy local economy.

FY2021 Goals & Objectives

- 1) Goal: To explore the feasibility of utilizing Municipal Parking Lots for overflow of resident only citywide overnight permit parking.
Objective: To use the resources available and offer the residents of the City an additional option for City wide overnight parking for a fee.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development
- 2) Goal: To integrate a ticket payment app with our Smart Meters.

Objective: To streamline customer service and continue to integrate new technology by allowing the convenience to pay a ticket using a smartphone app, making payments faster and easier for customers.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.

- 3) **Goal:** To collaborate with local businesses, be responsive to the community by addressing their needs and concerns.

Objective: To enhance the vitality of the City, support downtown activities and creating a healthy, vibrant downtown.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 4) **Goal:** To explore a Parking Benefits District.

Objective: Reinvest a portion of parking meter revenue back into our business district.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 5) **Goal:** To Improve Staff Utilization.

Objective: Cross train staff members to have the knowledge and ability to perform further functions and tasks.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 6) **Goal:** To reposition selected meters along Broadway to better utilize their potential.

Objective: To reposition selected meters where they will better serve the residents and businesses for greater curbside availability, reduce cruising while generating revenue.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Violations Issued	27,790	27,000	34,000	38,000
Violation Revenue	\$ 1,208,583	\$ 1,200,000	\$ 1,549,368	\$ 1,649,368
Violations Appealed	1,368	1,500	1,733	1,900
Meter Revenue	\$ 11,507	\$ 170,000	\$ 217,714	\$ 240,000
Residential Parking Permits	2,500	3,700	38,000	38,000
Broken Parking Meters	125	9	0	0
Broken Parking Meters Repaired within 48 hours	100%	100%	100%	100%
% Meters Paid with Credit Card	n/a	22.14%	30%	40%
Average Parking Meter Transaction with Cash	100%	77.85%	70%	60%
Total Hours Meters in Use	48	60	60	60
Average CC Payment	n/a	\$1.40	\$1.48	\$1.60

City of Revere - Fiscal Year 2021 Budget

295 - PARKING CONTROL

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Parking Clerk	04/30/18		39	39.0	1.00	78,030	78,030	-	-		3,600	81,630		81,630
Assistant Director	05/07/18		39	39.0	1.00	56,706	56,706	-	-			56,706		56,706
Clerk I	04/17/18		39	39.0	1.00	44,807	44,807	-	-			44,807		44,807
Clerk I	01/16/18		39	39.0	1.00	44,807	44,807	-	-			44,807		44,807
Parking Control Officer	05/14/14		40	40.0	1.00	44,587	44,587	-	750			45,337		45,337
Parking Control Officer	11/25/02	X	40	40.0	1.00	46,816	46,816	2,600	750			50,166		50,166
Parking Control Officer (ove	02/01/17		40	40.0	1.00	44,587	44,587	-	750			45,337		45,337
Parking Control Officer	08/01/18		40	40.0	1.00	44,587	44,587	-	750			45,337	45,337	-
Parking Control Officer	07/30/18		40	40.0	1.00	44,587	44,587	-	750			45,337	45,337	-
					<u>9.00</u>		<u>449,513</u>	<u>2,600</u>	<u>3,750</u>	<u>-</u>	<u>3,600</u>	<u>459,463</u>	<u>90,673</u>	<u>368,790</u>
													PT Salaries	19,315
													OT	15,000
													Per Mayor	403,105

295 - PARKING CONTROL**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Printing & Mailing</u>	012952-523440	5,000	20,000	5,000	(15,000)
<u>Office Supplies</u>	012954-540000	11,000	11,000	11,000	-
Mailings		6,000			
Parking Permits		4,000			
Misc office supplies		1,000			
<u>Capital Expenditures</u>	012952-527010	-	-	-	-
Total Non Payroll Expenditures		16,000	31,000	16,000	(15,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	440,326	451,739	403,105	(48,634)
Total Non Payroll Expenses	16,000	31,000	16,000	(15,000)
Total Department Expenses	456,326	482,739	419,105	(63,634)

420 - Department of Public Works

Contact Information: Don Ciaramella, Chief of Infrastructure and Public Works, 781-286-8145

Paul Argenzio, Superintendent, 781-286-8149

Location: 321R Charger Street, Revere, MA 02151

Mission Statement

To support and enhance the highest quality of life for the City's residents, businesses, and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services that promote good public health, personal safety, transportation, economic growth, and civic vitality as well as respond to and aid in the recovery from natural disasters, storms and other emergencies.



FY2020 Accomplishments

- Added three full time employees to the Parks and Open Space division of the DPW.
- In conjunction with Community Development, rehabilitated both the Gibson Park Tot Lot and Athletic Field.
- Redeveloped the Tot Lot at Consiglia della Russo Park.
- Completed a \$1.2 million roof renovation at City Hall and also updated numerous offices and rest rooms.
- Added an in-house employee exclusively for carpentry repairs to help reduce costs from outside vendors.
- Significantly reduced the backlog of 311 sidewalk complaints by addressing 150 specific sidewalk issues.
- Removed all dead and dying trees on public property, and trimmed approximately 150 trees throughout the City.
- Planted 600 trees on both public and private property in conjunction with the DCR, retaining our designation as a "Tree City USA" community.
- Bought and installed new state of the art computer program for the sign department which will enable us to print our own signs and informational banners, reducing the need to hire and pay outside vendors.
- Worked with National Grid for the conversion of 3400 LED street lights throughout the City, greatly reducing the yearly cost of electricity.
- Increased much needed staffing in the sanitation department enabling us to clean streets and empty public barrels with more efficiency.

FY2021 Goals & Objectives

- 1) Goal: To maximize resources and personnel to improve the appearance of all parks, playgrounds, and athletic fields throughout the City.
Objective: To help enrich resident experiences and to encourage a source of pride in our communities.
Mayoral Focus Area: Professionalize City Services, Value Diversity.
- 2) Goal: To upgrade the appearance and maintenance of the City's public buildings.
Objective: To improve the work environment for City staff and enhance the experience of residents visiting our buildings.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.
- 3) Goal: Work with Community Development to repair both residential and commercial sidewalks throughout the City.
Objective: To stay current on pending and new service requests received by 311 regarding sidewalk repairs.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.
- 4) Goal: To increase the trimming of public shade trees and shrubs, remove all dying and hazardous trees and increase the number of new trees planted.
Objective: To maintain standards required as a Tree City USA community.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.

Performance Measures

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Tree Work Orders	206	258	360	375
Sign Work Orders	273	196	403	443
Signs Average Days to Complete	79	20	8	7
Pothole Work Orders	653	1,070	764	839
Potholes Average Days to Complete	43	17	7	6
Driveway Permits Issued Online	n/a	n/a	15	n/a
Temporary Dumpster/Pod Permits Issued Online	n/a	22	118	n/a
Total DPW Work Orders	6,028	10,445	12,724	13,996

420 - DEPT OF PUBLIC WORKS: Administration

FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>													
Chief of Infrastructure and Public Works				40.0	0.50	150,000	150,000				150,000	150,000	-
Superintendent Of Dpw	09/02/80	X	39	39.0	1.00	132,651	132,651	10,500	1,100	-	144,251		144,251
Administrative Assistant	11/01/85	X	40	40.0	1.00	57,826	57,826	6,000	-	-	63,826		63,826
Principal Clerk	09/24/18		39	39.0	1.00	48,096	48,096	5,000	-	-	53,096		53,096
Infrastructure Program Mgr				39.0	1.00	86,170	86,170	6,463			92,633		92,633
Senior Supervisor	10/02/01	X	40	40.0	1.00	70,669	72,957	2,800	1,100	2,000	78,857		78,857
					<u>5.50</u>		<u>547,699</u>	<u>30,763</u>	<u>2,200</u>	<u>2,000</u>	<u>582,662</u>	<u>150,000</u>	<u>432,663</u>
												DPW Overtime	-
												Per Mayor	432,663

420 - DEPT OF PUBLIC WORKS: Administration**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Automotive Maintenance</u>	014202-524200	-	10,000	10,000	-
<u>Office Supplies</u>	014204-540000	17,940	20,940	17,940	(3,000)
Cell phone service; advertisements. Office supplies; paper, toner, Maint.; office equipment, etc					
<u>Equipment & Supplies</u>	014204-541500	30,000	30,000	30,000	-
Misc hardware/ building supplies					
<u>Computer Operations</u>	014204-545500	17,180	17,180	17,180	-
Mobile311 for DPW Answering service Hardware/ Software updates & supplies			12,500 2,400 2,280		
		65,120	78,120	75,120	(3,000)
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	408,614	413,135	432,663	19,528
Total Non Payroll Expenses	65,120	78,120	75,120	(3,000)
Total Department Expenses	473,734	491,255	507,783	16,528

421 - DEPT OF PUBLIC WORKS: Snow & Ice**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Snow Removal - Overtime</u>	014211-511000	100,000	100,000	100,000	-
<u>Snow Removal - Private Contractors</u>	014212-521600	200,000	200,000	200,000	-
Private contractors					
<u>Computer Operations</u>	014212-522400	8,000	8,000	8,000	-
GPS Tracking					
<u>Maintenance of Equipment</u>	014212-524600	12,000	12,000	12,000	-
Repairs of vehicles					
<u>Materials</u>	014214-544000	30,000	30,000	30,000	-
Salt					
		350,000	350,000	350,000	-
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	100,000	100,000	100,000	-
Total Non Payroll Expenses	250,000	250,000	250,000	-
Total Department Expenses	350,000	350,000	350,000	-

422 - DEPT OF PUBLIC WORKS: Highway Division FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>													
Highway Supervisor	11/03/86	X	40	40.0	1.00	65,703	67,991	5,800	1,100	-	74,891		74,891
Highway Foreman	04/01/02	X	40	40.0	1.00	58,610	60,898	2,800	1,100	-	64,798		64,798
Foreman/Signs	08/22/11		40	40.0	1.00	55,819	58,107	2,500	1,100	-	61,707		61,707
Supervisor/Signs	10/01/93	X	40	40.0	1.00	65,703	67,991	4,400	1,100	-	73,491		73,491
Laborer	11/26/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459		53,459
Laborer	11/05/18		40	40.0	1.00	50,071	50,071	-	1,100	-	51,171		51,171
					6.00	345,977	357,417	15,500	6,600	-	379,517	-	379,517
												PT Salaries	
												DPW Overtime	30,000
												Per Mayor	409,517

422 - DEPT OF PUBLIC WORKS: Highway Division**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Street Signs	014222-523500	23,750	28,750	20,000	(8,750)
Sign materials; banner removal/ install					
Contracted Painting Services	014222-525200	50,000	50,000	50,000	-
Painting of city streets, crosswalks, & school crossing zones					
Contracted Pothole & Trench repair	014222-525310	47,500	47,500	40,000	(7,500)
Street Sweeping	014222-526201	135,000	149,000	149,000	-
Street sweeping services and associated costs, incl advertisement and mailings					
Traffic Signal Repair	014222-529300	75,000	75,000	75,000	-
Signalization repairs					
Materials	014224-544000	100,000	100,000	100,000	-
Replacement parts: fencing hand rails, carpentry & plumbing supplies					
Operating supplies; asphalt; gas & propane refills.					
New Equipment	014228-587100	10,000	10,000	10,000	-
Highway and landscaping small equipment.					
		441,250	460,250	444,000	(16,250)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	323,801	388,976	409,517	20,541
Total Non Payroll Expenses	441,250	460,250	444,000	(16,250)
Total Department Expenses	765,051	849,226	853,517	4,291

423 - DEPT OF PUBLIC WORKS: Parks & Open Space	FY2021
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FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>													
Supervisor	07/19/10		40	40.0	1.00	62,574	64,862	1,200	1,100	-	67,162		67,162
Foreman	04/13/95	X	40	40.0	1.00	58,610	60,898	4,200	1,100	-	66,198		66,198
Craftsman	11/06/17		40	40.0	1.00	53,381	55,669	-	1,100	-	56,769		56,769
					3.00	174,565	181,429	5,400	3,300	-	190,129	-	190,129
												Senior Park Program	50,000
												DPW Overtime	20,000
												Per Mayor	260,129

423 - DEPT OF PUBLIC WORKS: Parks & Open Space**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Spraying and Planting	014232-523700	59,850	59,850	55,000	(4,850)
Planting/hanging flowers					
Supplies: fertilizer, mulch, plant maint.					
Holiday Decorations					
Tree Removal *	014232-523800	50,000	75,000	50,000	(25,000)
Tree trimming & removal					
Field Maintenance	014232-529400	225,000	250,000	250,000	-
Landscaping contracts; field maintenance					
Miscellaneous Tools & Equipment	014234-541000	3,800	3,800	3,000	(800)
Replacement of small equipment: shovels, rakes, etc					
Police Details	014237-570150	25,000	25,000	20,000	(5,000)
For assisted tree removal & road work					
Capital Maintenance & Repair*	014238-587300	48,450	48,450	25,000	(23,450)
Contracted HVAC/ electric/ plumbing/ lighting repair services, sprinkler repair, etc					
Playground repairs, landscaping					
Repairs to parks/ turf/ repair & replace park equipment					
		412,100	462,100	403,000	(59,100)
Footnotes:					
* Partially funded through CIP Appropriation.					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	541,666	554,912	260,129	(294,783)
Total Non Payroll Expenses	412,100	462,100	403,000	(59,100)
Total Department Expenses	953,766	1,017,012	663,129	(353,883)

425 - DEPT OF PUBLIC WORKS: Facilities/ Public Property FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor													
Municipal Building Supervisor	11/16/06		40	40.0	1.00	77,234	79,522	3,000	1,100		83,622		83,622
Foreman	12/01/04	X	40	40.0	1.00	58,610	60,898	4,350	1,100		66,348		66,348
Craftsman	08/12/13		40	40.0	1.00	53,381	55,669	-	1,100		56,769		56,769
Laborer	01/02/19		40	40.0	1.00	50,071	50,071	-	1,100		51,171		51,171
					4.00	239,296	246,160	7,350	4,400	-	257,910	-	257,910
												PT Salaries	
												DPW Overtime	30,000
												Per Mayor	287,910

424 - DEPT OF PUBLIC WORKS: Facilities/ Public Property Division**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Street Lighting</u>	014242-520400	618,000	618,000	550,000	(68,000)
Street lighting for most city streets, roads, flood lights and traffic signals					
<u>Public Building Heat</u>	014242-520500	90,000	115,000	100,000	(15,000)
Heating - Oil; Natural Gas					
<u>Public Building Lights</u>	014242-520600	292,000	317,000	300,000	(17,000)
Electricity for Municipal and School buildings; Stadium; pump stations					
<u>Gasoline & Oil</u>	014242-520800	60,000	60,000	60,000	-
Fuel - unleaded & diesel; pump repairs					
<u>Building Maintenance & Repair</u>	014242-524500	60,000	100,000	60,000	(40,000)
HVAC/ Electric/ Plumbing/ Roofing repair services					
Contracted Pest control, security					
Elevator repairs/ inspections					
Misc services including lock smith, glass replacement, etc					
<u>Maintenance of Equipment</u>	014242-524600	150,000	150,000	150,000	-
Maintenance/ repairs of small equipment, sprinklers, tanks, etc					
R&M fleet and small equip. Fleet inspections/registrations. Locksmith services.					
Materials for equipment R&M, including Hydraulic oil, etc					
<u>Contracted Services</u>	014242-525003	150,000	150,000	60,000	(90,000)
Dept of Children & Families (DCF - ROCA). Cleaning Services					
<u>Rentals & Leases</u>	014242-527010	41,000	41,000	41,000	-
Rental of land and lease of trailers for temporary relocation of DPW facility.					
<u>Rental/ Equipment Lease</u>	014242-528500	11,880	11,880	11,880	-
Copier lease; storage space; garage space					

424 - DEPT OF PUBLIC WORKS: Facilities/ Public Property Division (continued)**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Culvert Cleaning	014242-528800	-	-	-	-
Culvert cleaning & mowing of phragmites.					
Mosquito control					
Janitorial Supplies	014244-542000	23,750	23,750	20,000	(3,750)
Janitorial supplies for all municipal buildings					
		1,496,630	1,586,630	1,352,880	(233,750)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	376,501	445,548	287,910	(157,638)
Total Non Payroll Expenses	1,496,630	1,586,630	1,352,880	(233,750)
Total Department Expenses	1,873,131	2,032,178	1,640,790	(391,388)

522 - Public Health Initiatives (Nurses/Public Health)

Contact Information: Kim Hanton, Chief of Health and Human Services

Location: American Legion Building, Basement, 249R Broadway, Revere, 02151

Mission Statement

The Department of Public Health Nursing is committed to protecting the health, safety and wellbeing of the city's residents and visitors through the enforcement of State and Local laws and bylaws. We strive to promote healthy behavior through helpful service, presentations, trainings, and information for continued wellness with surveillance of contagious diseases, vaccine clinics, public service announcements and public health programming for everyone in the city.

FY2020 Accomplishments

- Minimize the spread of Influenza: I purchased 700 influenza vaccine for the general public for those 6 months and older. I quickly ran out and needed to purchase 50 more doses and gave that out within 3 weeks. I expect to receive over twenty thousand dollars for cost and administration for the flu vaccine from insurance providers. That will be an increase in payment of about \$3,000 from insurances.
- On February 25, 2020, Chase Hunter, Austin Nagle and Garrett Simonsen from state and local departments in MA, visited the office for a review of Revere's MEOP. They commended us for work done in 2019 and moved us onto the next piece of the 5-year plan. This will include increased drills and tabletop sessions.
- Coronavirus updates and public service announcements and messages to the school department were all handled in a responsible and professional manner after discussing all the issues with MDPH and the CDC.
- Carrying over from FY2019, my primary activity and accomplishment has been leadership of the *North Suffolk Integrated Community Health Needs Assessment and Community Health Improvement Plan* (iCHNA & CHIP) via project coordination with hospitals and other health and social services agencies serving Revere, Chelsea and Winthrop. Participation of the iCHNA Steering Committee and several Sub-committees was strong and consistent, culminating in:
 - a. iCHNA Report, available at www.northsuffolkassessments.org
 - b. Active Working Groups established for priority areas selected by the Steering Committee:
 - i. Housing, with emphasis on affordability and availability; displacement
 - ii. Economic Security and Mobility, with emphasis on workforce development
 - iii. Behavioral Health, with emphasis on youth and community mental health

- c. In addition, a fourth Working Group on Environment-Related Health Concerns is in process of forming, which will focus initially on airport and traffic-related air quality.
- Helped organize and publicize a three-community summit on the Vaping Epidemic.
- Served on the Mass General Hospital Community Advisory Board, which will guide MGH in contributing more than \$50 million over the next 5 years for community health improvement in its service area, which includes Revere, flowing from MGH's proposal to the state to build a new hospital building valued at \$1 billion.

FY2021 Goals & Objectives

1. Goal: To purchase 800 doses of flu vaccine for the next flu season; with the hope of giving out 100% of it.
Objective: Prevent the spread of Influenza
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards
2. Goal: There are many deliverables to be completed within the FY2021 year for the Medical Emergency Operations Plan. We need to complete drills to the people that are the first to be contacted in case we need to use the plan. We need to have 2 tabletop sessions to review best practice in the event of an emergency. We will have phone conferences with DPH and CDC. We will be very prepared if we need to medicate the community for any disease or issue.
Objective: To have a comprehensive plan to distribute medication if/when needed to the whole community. To have all stakeholders in the city knowledgeable on all details of the plan.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards
3. Goal: Continue coordinating the Working Groups of the *Integrated Community Health Needs Assessment and Community Health Improvement Plan*: Housing; Economic Security and Mobility; Behavioral Health; Environment-Related Health Concerns
 - a. With the Environment-Related Health Concerns Working Group, develop and seek funding sources for a three-community program of Air Quality Monitoring and Reporting and Mitigation of Impacts of Air PollutionObjective: To determine the needs of the city across cultural, financial and social lines.
Mayoral Focus Area: Professionalize City Services, Uphold Professional, Ethical Standards, Value Diversity

4. Goal: Organize a three-community meeting on youth overweight and obesity with schools, parents groups, young people, and food services to share ideas on how to address the issue.
Objective: To address the need for education and outreach regarding the growing epidemic of youth overweight and obesity.
Mayoral Focus Area: Professionalize City Services, Uphold Professional, Ethical Standards, Value Diversity
5. Goal: Tape series of public health videos at RevereTV with nurses from Revere, Chelsea and Winthrop to be shared with Chelsea and Winthrop access TV. Various topics. This will begin when the new studios of RevereTV are ready.
Objective: Public education
Mayoral Focus Area: Professionalize City Services, Uphold Professional, Ethical Standards, Value Diversity

City of Revere - Fiscal Year 2021 Budget

522 - PUBLIC HEALTH DEPARTMENT

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor:														
Chief - Health and Human Services			39	39.0	1.00	120,000	120,000	-				120,000	-	120,000
Deputy Director of Health	03/10/04		39	39.0	1.00	89,029	89,029	11,103		360	3,600	104,092	-	104,092
Director of Outreach	10/14/15		39	39.0	1.00	79,092	79,092	7,909				87,001	9,866	77,135
Administrative Assistant	03/01/87		39	39.0	1.00	56,380	56,380	-				56,380	-	56,380
Nurse - Float	09/16/19		35	35.0	1.00	66,266	66,266	3,313				69,579	-	69,579
Nurse	10/22/14		35	35.0	1.00	66,266	66,266	4,970				71,236	-	71,236
Nurse	09/10/14		35	35.0	1.00	66,266	66,266	3,313				69,579	-	69,579
Nurse	09/15/16		35	35.0	1.00	66,266	66,266	4,970				71,236	-	71,236
Nurse	07/01/03		35	35.0	1.00	69,580	69,580	5,879				75,459	-	75,459
Nurse	05/07/18		35	35.0	1.00	66,266	66,266	3,313				69,579	-	69,579
					<u>10.00</u>		<u>745,411</u>	<u>44,770</u>	<u>-</u>	<u>360</u>	<u>3,600</u>	<u>794,141</u>	<u>9,866</u>	<u>784,275</u>
													Board Salaries	4,200
													OT	
													Per Mayor	788,475

522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Office Supplies	015214-540000	7,700	7,700	7,700	-
Office supplies general			5,000		
Copier lease			2,200		
Kyocera copier maintenance			500		
Contracted Services					
MAPC - regional health collaborative			50,000	50,000	
Total Non Payroll Expenditures		<u>7,700</u>	<u>57,700</u>	<u>57,700</u>	<u>-</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	710,172	788,475	788,475	-
Total Non Payroll Expenses	7,700	57,700	57,700	-
Total Department Expenses	<u>717,872</u>	<u>846,175</u>	<u>846,175</u>	<u>-</u>

525 - Substance Use Disorder Initiatives (SUDI)

Contact Information: Julia Newhall, Director, 781-629-2981

Location: 437 Revere St., Revere, 02151

Mission Statement

To advance recovery-oriented attitudes, policies and systems that humanize drugs and alcohol-related issues so that all people receive dignity and respect, and individuals and families are empowered to meet their potential.

FY2020 Accomplishments

- Achieved greater community outreach by increasing the number of SUDI Facebook followers, participating in speaking engagements each quarter, and hosting community events to raise awareness.
- Improved service delivery and increased access to person-centered support by increasing the number of formal support plans, developing alternative recovery support services, and increasing the number of post-outreach engagements.
- Implemented policy and system changes that improve quality of life by conducting a qualitative evaluation on peer support services and developing a best practice report for peer support services.

FY2021 Goals & Objectives

- 1) Goal: Increase recovery capital at the community level.
Objective: Provide trainings on leadership and community organizing, mobilize recovery leaders and change agents, support the development of a Recovery Community Organization.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.
- 2) Goal: Reduce fatal overdose and increase access to resources across the continuum.
Objective: Develop processes to improve data collection and reporting, and create a centralized system for sharing information across multiple sites.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.

Performance Measures

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
Outreach	673	683	618	650
Peer and Family Support	425	553	418	450
Narcan Enrollments	197	187	166	150
Community Meetings and Events	497	608	650	700
Referral to Services	382	344	344	350

525 - PUBLIC HEALTH DEPARTMENT: Substance Use Initiatives

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor:</u>														
Director	04/09/14		39	39.0	1.00	86,977	86,977	6,523				93,500	93,500	-
Administrative Assistant	12/23/19		39	39.0	1.00	53,701	53,701	750				54,451	54,451	-
					<u>2.00</u>		<u>140,678</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>147,951</u>	<u>147,951</u>	<u>-</u>
													PT Salaries	-
													OT	-
													Per Mayor	-

525 - PUBLIC HEALTH DEPARTMENT: Substance Use Initiatives**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Purchase of Services</u>	015252-520000	-	-	-	-
<u>Office Supplies</u>	015254-540000	1,000	1,000	-	(1,000)
<u>Other Expenses</u>	015257-570000	-	-	-	-
Total Non Payroll Expenditures		1,000	1,000	-	(1,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	37,438	41,005	-	(41,005)
Total Non Payroll Expenses	1,000	1,000	-	(1,000)
Total Department Expenses	38,438	42,005	-	(42,005)

541 - Elder Affairs

Contact Information: Debra Peczka DiGiulio, Director, 781-286-8156

Location: Rossetti-Cowan Senior Center, 25 Winthrop Avenue, Revere, 02151

Mission Statement

To provide advocacy and support systems to meet the needs of our seniors through physical, educational, and cultural activities and services that enhance the quality of life for our aging population.

FY2019 Accomplishments

- Increased participants of the Senior Center by approximately 12% from last year.
- Increased exposure of senior issues and hot topics through the Senior Power Newsletter, Revere Senior News TV Show, RevereTV special PSA's, newspapers, social media platforms, and advanced outreach efforts.
- Worked with the Hispanic community and other civic and community organizations to identify expansion opportunities.



FY2021 Goals & Objectives

- 1) Goal: To participate, contribute, and represent the senior segment of the city as part of the Next Stop Revere Master Plan in all areas: transportation and mobility, open space and recreation, sustainability, housing, economic development, public health, historic and cultural resources, and zoning.
Objective: Ensure that our senior's concerns and age-friendly initiatives are met within the scope of the plan.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.
- 2) Goal: Evaluate the offerings of programs, services, and activities for the senior community in Revere.
Objective: To confirm through flexibility that the Office of Elder Affairs changes with the demands of senior services.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity.

- 3) Goal: To constantly promote the Office of Elder Affairs, Rossetti-Cowan Senior Center while taking advantage of the talents of the 14 council members.

Objective: Expand the education the Revere community regarding the needs of seniors through expanded participation and contributions of the Council on Elder Affairs.

Mayoral Focus Area: Professionalize City Services, Value Diversity.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Total Meals Served	5,772	4,968	5,371	5,000
Health and Exercise Program Total Participants	1,443	1,973	3,930	4,716
Health and Exercise Program Sessions	287	300	749	1,020
Blood Pressure Sessions	24	24	16	24
Blood Pressure Clients Served	505	500	304	500
Hearing Test Sessions	12	12	12	12
Hearing Test Clients	120	150	60	100
Podiatrist Sessions	12	12	12	12
Podiatrist Clients	300	350	385	400
Chair Massage Sessions	24	24	18	24
Chair Massage Clients	48	54	72	100
Recreation/Socialization Events	212	220	80	90
Recreation/Socialization Attendees	5,144	5,000	4,638	5,050
Shine Sessions	48	48	56	48
Shine Participants	402	450	299	300
Shuttle Usage (weekly average)	199	200	100	150
People Served by Phone (estimate)	14,820	16,000	11,000	12,500
Cultural Events	16	13	6	12
Cultural Event Attendees	1,067	1,000	480	800

City of Revere - Fiscal Year 2021 Budget

541 - ELDER AFFAIRS

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Director	01/05/16		40	40.0	1.00	78,238	78,238	5,868	-			84,106	-	84,106
Principal Clerk	12/03/12		40	40.0	1.00	49,329	49,329	-	-			49,329	-	49,329
Activity/Program Coordinat	11/15/16		40	40.0	1.00	45,947	45,947	1,608	-			47,555	-	47,555
Senior Center Caretaker	05/12/05		40	40.0	1.00	46,075	46,075	-	-			46,075	40,959	5,116
												-		
					4.00		219,590	7,476	-	-	-	227,066	40,959	186,106
													Board Members	3,700
													Other PT Salaries	-
													OT	-
													Per Mayor	189,806

541 - ELDER AFFAIRS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Rentals and Assessments</u>	015412-522100	4,000	6,000	45,000	39,000
North Shore Elder Services FY2021 assessment					
<u>Office Supplies</u>	015414-540000	500	1,000	-	(1,000)
Copier maint, cartridges, paper, other supplies.					
		4,500	7,000	45,000	38,000
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	274,823	256,525	189,806	(66,719)
Total Non Payroll Expenses	4,500	7,000	45,000	38,000
Total Department Expenses	279,323	263,525	234,806	(28,719)

543 - Veterans Affairs

Contact Information: Marc Silvestri, Director, 781-286-8119

Location: American Legion Building, Basement, 249R Broadway, Revere, 02151

Mission Statement

To provide services and benefits to eligible veterans and their families in a timely manner in compliance with Massachusetts General Law, and further, represent and advocate for veterans and family members with the U.S Government and private agencies, veteran service organizations and the public to maximize utilization of available resources.

FY2020 Accomplishments

- Administered \$554,404 in Chapter 115 Benefits
- Enrolled 20 new Chapter 115 recipients, for a total of 120 veterans and families receiving benefits
- Expanded our food distribution to serve 350 households in the community
- Elected to the Massachusetts Veteran Service Officer Association (MVSOA) E-Board
- Began developing a sign in system to track appointments and walk-ins to help department transition to appointment only meetings
- Held the City's first virtual Memorial Day Ceremony
- Established a working relationship with the residents and social workers at the Veterans Housing at 123 Shirley Ave.
- Collaborated with community member to raise over \$10,000 to provide grocery gift cards to veterans during COVID-19 pandemic
- As of August 2020, the yearly amount of federal veterans benefits totaled over \$1.3 million paid to Revere Veterans or widows

FY2021 Goals & Objectives

- 1) **Goal:** Continue to expand veteran and family outreach
Objective: Host quarterly coffee hours, collaborate with other city department to coordinate services, host financial advice and literacy courses provided by Department of Veteran Services, and maintain a strong social media and Revere TV presence to inform veterans and families about our services and other resources

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity, Maximize and Modernize Economic Development

- 2) **Goal:** Increase collaboration among veteran groups and organizations in the community

Objective: Reconvene Veterans Council and continue to engage local posts for future collaboration for events and fundraisers

Mayoral Focus Area: Maximize and Modernize Economic Development, Value Diversity.

- 3) **Goal:** Increase public awareness of the history, service, and sacrifice of Revere Veterans

Objective: - Identify and mark coordinates of all flag pole memorials throughout the City so the public can digitally access location of poles, create a digital archive of historical veteran documents, and continue working with the RMBG, and Revere Historical Society

Mayoral Focus Area: Professionalize City Services; Uphold Professional & Ethical Standards, Value Diversity.

- 4) **Goal:** Increase community education through a comprehensive media and event outreach campaign

Objective: Partner with Revere TV to develop a monthly program dedicated to Veteran and Military issues, and implement an annual in-school reading program with 1st-3rd grade students to educate about the importance of Veterans.

Mayoral Focus Area: Professionalize City Services; Uphold Professional & Ethical Standards, Value Diversity.

Performance Measures

	FY18	FY19	FY20	Projected
VA Claims Submitted	79	109	Pending	145
VA Disability Payments to Revere Veterans	\$266,008.80	\$375,778.34	Estimated \$200,000	\$400,000
Chapter 115 Cases Filed	96	90	83	95
Number of memorial ceremonies	3	5	3	7
Number of events	3	5	4	8
Amount of Chapter 115 Benefits Administered	\$654,918.50	\$510,273	\$554, 404	\$600,000
Average Food Bank Participants	235	260	325	400

City of Revere - Fiscal Year 2021 Budget

543 - VETERANS' AFFAIRS

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Veterans' Agent	02/15/17		39	39.0	1.00	69,291	69,291	5,197	-	1,800	1,800	78,088		78,088
Assistant to the Director	06/07/01	X	39	39.0	1.00	56,380	56,380	2,800				59,180		59,180
					<u>2.00</u>		<u>125,671</u>	<u>7,997</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>137,268</u>	<u>-</u>	<u>137,268</u>
													OT Per Mayor	137,268

543 - VETERANS' AFFAIRS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Special Events</u>	015432-525600	10,000	10,000	10,000	-
Veterans' memorial services, activities					
<u>Office Expense</u>	015434-540000	9,750	9,750	9,750	-
Toner cartridges, paper, office supplies			9,300		
Vetraspec			450		
<u>Veterans' Benefits</u>	015437-571500	805,000	805,000	705,000	(100,000)
Veterans payroll, health insurance, burial fees, etc					
		824,750	824,750	724,750	(100,000)
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	135,410	137,268	137,268	-
Total Non Payroll Expenses	824,750	824,750	724,750	(100,000)
Total Department Expenses	960,160	962,018	862,018	(100,000)

549 - Commission on Disabilities

Contact Information: Ralph DeCicco, Co-Chair/ADA Coordinator, 781-286-8267

Location: American Legion Building, Basement, 249R Broadway, Revere, 02151

Mission Statement

To increase opportunities and remove barriers for people with disabilities by facilitating full and equal participation in all aspects of life within the City of Revere.

FY2020 Accomplishments

- Completed Self Evaluation and Transition Plan for the City of Revere under Title I and Title II of Municipal properties and departments. This was done because COD applied for and was awarded a State MOD Planning Grant for \$125,000 which enabled us to hire an Engineering consulting firm.
- Proposed and suggested the development of a fully compliant accessible playground to HYM at the Suffolk Downs development project, which was agreed upon.
- Commission on Disability office implemented and uses the Laserfiche Cloud service for documents. This will allow our office to go paperless.
- Updated City Disability web page with important information for disabled residents. We have also begun the process of creating electronic HP applications and the Disability Accessibility Survey with the Office of Innovation and Data Management.



FY2021 Goals & Objectives

- 1) Goal: Become a full-time regularly staffed department within the City of Revere.
Objective: Be able to continue providing the necessary time and resources to the residents of the City.
Mayoral Focus Area: Professionalize City Services, Uphold Professional Ethical Standards.
- 2) Goal: To Adopt MGL. 40 Section 22G which states " Any city or town which has accepted the provisions of section 8J is hereby authorized to allocate all funds received from fines assed for violations of handicap parking in said city or town to the Commission on Disabilities."

Objective: Receive funds from fines involving violations on handicap parking or placard abuse into a separate account to serve the disabled population of the City.

Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Commission Meetings	11	10	11	10
Residents Served by Phone or In-Person	n/a	350	550	650
Residents Registered on City Database per Disability Accessibility Surveys	25	25	70	100
Handicap Sign Applications Filed		12	25	30

549 - COMMISSION ON DISABILITIES

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Chairman/ ADA Coordinator	11/14/16					-	-	2,150				2,150		2,150
Vice Chair	04/02/18					-	-	2,150				2,150		2,150
Member	11/14/16					-	-	400				400		400
Member	10/29/18					-	-	400				400		400
Member	04/03/17					-	-	400				400		400
Member	10/29/18					-	-	400				400		400
Member	12/01/17					-	-	400				400		400
							-	6,300	-			6,300	-	6,300
													Per Mayor	6,300

549 - COMMISSION ON DISABILITIES**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Other Charges & Expenses	015497-570000	3,000	3,000	3,000	-
		<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>-</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	6,300	7,100	6,300	(800)
Total Non Payroll Expenses	3,000	3,000	3,000	-
Total Department Expenses	<u>9,300</u>	<u>10,100</u>	<u>9,300</u>	<u>(800)</u>

590 - Consumer Affairs

Contact Information: Allan Fitzmaurice, Director, 781-286-8114

Location: Revere Recreation Department, First Floor, 150 Beach St, Revere, 02151

Mission Statement

To assist in the resolution of consumer and business disputes for the following communities: Chelsea, Lynn, Lynnfield, Marblehead, Melrose, Nahant, Revere, Salem, Saugus, Swampscott, and Winthrop.

FY2020 Accomplishments

- Conducted an interactive discussion with the seniors at the Revere Senior Center discussing various topics that seniors are facing such as phone scams, financial exploitation and elder abuse.
- Distributed the \$avvy Senior, a guide that features the most common scams that target the elderly.
- Set up information tables at the 2018 Sand Sculpting Event on June 28, 2018 and also at the City's Fall Festival on September 8, 2018.



FY2021 Goals & Objectives

- 1) Goal: Focus on elderly consumers that are targeted and are more susceptible to scams and deceptive practices.
Objective: To arrange speaking engagements in which the audience is primarily senior citizens.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology, Value Diversity.
- 2) Goal: To better educate the consumers on their consumer rights by attending more community events.
Objective: To be present at local events handing out informative pamphlets. To familiarize the citizens in our area of the function of our office and the service provided.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology.

3) **Goal:** To increase exposure of our services in the ten other communities in our jurisdiction.

Objective: Maintain the City's website as a source of information for education on scams and deceptive practices that target both the young and senior consumers in our jurisdiction.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology, Value Diversity.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Open Cases	412	367	333	350
Closed Cases	409	336	330	330
Amount Recovered	\$ 137,017	\$ 114,173	\$ 168,468	\$ 170,000

City of Revere - Fiscal Year 2021 Budget

590 - CONSUMER AFFAIRS

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
Per Mayor														
Director	01/00/00	0	39	39.0	1.00	54,413	54,413	4,081	-			58,494	58,494	-
					<u>1.00</u>		<u>54,413</u>	<u>4,081</u>	-			<u>58,494</u>	<u>58,494</u>	-
													Other PT Salaries	-
													OT	-
													Per Mayor	-

590 - CONSUMER AFFAIRS**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Office Supplies	015904-540000	-	-	-	-
		-	-	-	-
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	49,858	45,864	-	(45,864)
Total Non Payroll Expenses	-	-	-	-
Total Department Expenses	49,858	45,864	-	(45,864)

610 - Library

Contact Information: Diana Luongo, Acting Director, 781-286-8380

Location: Revere Public Library, 179 Beach Street, Revere, 02151

Mission Statement

To foster the intellectual and cultural life of the community of Revere by providing quality literature, media, programming, and access to technology to residents of all ages.

FY2020 Accomplishments

- Offered a commuter program for youth
- Offered more outside children's, YA, and adult resources and programs
- Ran successful adult book club
- Worked on a strategic plan for building maintenance
- Launched a social media page for more community engagement

FY2021 Goals & Objectives

- 1) Goal: Work with other community leaders to promote ELL engagement, such as the community school. Offer access to our space and computers for ELL training purposes.
Objective: Provide new opportunities for our ELL community through reading materials, our meeting spaces, and our 2 free language tutorial links for our patrons.
Mayoral Focus Area: Professionalize City Services, Embrace Diversity, Value Diversity.
- 2) Goal: Offer music and video editing classes through outside vendors for 20 youths in our community on a monthly basis.
Objective: Provide access to technology for the sake of improving the skills of library patrons.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Embrace Technology.



3) Goal: Launch a pride month and continuous safe meeting space for our LGBTQ community

Objective: To offer a safe space and encourage reading and technology for our LGBTQ community. To promote Diversity for all.

Mayoral Focus Area: Professionalize City Services, Embrace Technology, Value Diversity.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Computer Logins	19,689	16,317	18,624	19,051
Total Circulations	29,148	28,798	31,083	34,028
Number of Children's Programs	107	115	100	200
Children's Program Attendance	1,723	1,009	920	1900
Museum Discounts Given	574	535	658	783

City of Revere - Fiscal Year 2021 Budget

610 - LIBRARY

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated	
Per Mayor															
Library Director	01/00/00		39	39	1.00	100,000	100,000	-				100,000		100,000	
Assistant Library Director	03/14/13		39	39	1.00	74,488	74,488	5,587				80,075		80,075	
Children's Librarian	11/06/17		39	35	0.90	58,646	58,646	-				58,646		58,646	
Library Assistant III	08/22/02	X	39	39	1.00	50,501	50,501	2,600				53,101		53,101	
Library Assistant III	02/25/15		39	35	0.90	43,163	43,163	-				43,163		43,163	
Library Assistant III	11/20/17		39	28	0.72	34,530	34,530	-				34,530		34,530	
Library Assistant II	11/15/16		39	39	1.00	42,785	42,785	3,209				45,994		45,994	
Library Assistant III	03/25/19		39	39	1.00	48,104	48,104	-				48,104	48,104	-	
Library Assistant III	03/25/19		39	39	1.00	48,104	48,104	-				48,104	48,104	-	
					8.52	500,322			11,396	-	-	-	511,718	96,208	415,509
													Board Members	6,400	
													Other PT Salaries	21,431	
													OT	5,000	
													Per Mayor	448,340	

City of Revere - Fiscal Year 2021 Budget

610 - LIBRARY

Non-Payroll Expenditures

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Other Services - NOBLE</u>	016102-525300	57,000	57,000	57,000	-
Contracted library service with North of Boston Library Exchange.					
<u>Library Supplies</u>	016104-542200	72,042	71,949	99,000	27,051
Books, Online databases and services, book jackets					
<u>Other Expenses</u>	016107-570000	2,500	2,500	2,500	-
Discretionary spending on library services, travel reimbursement, computer equipment					
		131,542	131,449	158,500	27,051
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	468,881	586,113	448,340	(137,773)
Total Non Payroll Expenses	131,542	131,449	158,500	27,051
Total Department Expenses	600,423	717,562	606,840	(110,722)

650 - Parks & Recreation

Contact Information: Michael Hinojosa, Director, 781-286-8190

Location: Revere Youth Center, 150 Beach St, Revere, 02151

Mission Statement

To enhance the quality of life for all citizens of the City of Revere by offering active recreational, educational and cultural programming services for all age groups while providing facilities that are safe, accessible, and aesthetically pleasing to the entire community.

FY2020 Accomplishments

- Successfully added a Community Center at the Garfield School with over 50 new and continued programs.
- Expanded our Therapeutic program offerings by opening events 30 minutes early. In addition, we also added Therapeutic art, gym and yoga classes.
- Increased social media followers (Facebook) by 18% from 3,751 followers to 4,570.
- Successfully transitioned the Adult ESL program to the Parks and Recreation Department.
- Averaged 90 plus kids at open gym on Saturday nights during the winter.
- Helped facilitate the resurfacing of four school gymnasiums, Beachmont, Lincoln, Garfield and High School.



FY2021 Goals & Objectives

- 1) **Goal:** To incorporate more online features for every day communications with the Parks and Recreation Department.

Objective: Provide additional technology

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology, Value Diversity.

- 2) **Goal**: Implement online payment services
Objective: Provide additional technology
Mayoral Focus Area: Professionalize City Services, Embrace Technology, Value Diversity.
- 3) **Goal**: Continue to expand programming across the board for kids, teenagers and adults
Objective: Provide additional programs for the citizens of Revere
Mayoral Focus Area: Professionalize City Services, Value Diversity.
- 4) **Goal**: Continue to lead capital projects upgrading parks, play grounds and open spaces.
Objective: Provide esthetically pleasing outdoor spaces for leisure activities
Mayoral Focus Area: Professionalize City Services, Value Diversity, Maximize and Modernize Economic Development
- 5) **Goal**: Upgrade Youth Center building to for more functionality
Objective: Maximize current space
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Value Diversity

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Projected FY 2021</u>
Total EZ facility Clients	9,908	10,650	11,933	12,500
Estimated Event Participants	2,800	3,200	4,000	4,200
Total Summer Interns Assigned	262	250	270	225
Total Open Gym Programs Held	10	44	25	40
Social Media Outreach Followers	3,054	3,750	4,570	5,000

City of Revere - Fiscal Year 2021 Budget

650 - PARKS & RECREATION SERVICES

FY 2021

Job Title	Service Date	16 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Cell Phone Allowance	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>														
Director	06/11/13		39	39.0	1.00		76,365	7,673			3,600	87,638	-	87,638
Assistant Director	04/01/08		39	39.0	1.00		56,706	14,571			-	71,277	-	71,277
Sports Coordinator	10/02/17		39	39.0	1.00		67,626	-			-	67,626	33,813	33,813
Activity/ Program Coordinat	08/28/13		39	36.3	0.93		41,648	-			-	41,648	-	41,648
Activity/ Program Coordinat	07/01/11		39	39.0	1.00		44,807	1,100			-	45,907	-	45,907
Activity/ Program Coordinator			39	32.0	0.82		30,147	1,312			-	31,459	-	31,459
Community School Coordin	05/06/13		40	40.0	1.00		53,591	-			-	53,591	-	53,591
					6.75		370,890	24,656	-	-	3,600	399,146	33,813	365,333
													Seasonal Salaries	155,000
													Custodial OT	70,000
													OT	15,000
													Per Mayor	605,333

* Previously funded through the School Department.

650 - PARKS & RECREATION SERVICES**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Recreational Programs	016502-525600	75,000	100,000	75,000	(25,000)
Concerts, Holiday Activities & Summer Programs			100,000	75,000	
Equipment & Supplies	016504-541500	22,000	30,000	22,000	(8,000)
Office supplies, equipment lease, field supplies					
Community School	016507-570000	-	50,000	30,000	(20,000)
Operational costs of running community school program					
		97,000	180,000	127,000	(53,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	584,301	677,148	605,333	(71,815)
Total Non Payroll Expenses	97,000	180,000	127,000	(53,000)
Total Department Expenses	681,301	857,148	732,333	(124,815)

691 - HISTORICAL AND CULTURAL RESOURCES**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Other Charges & Expenditures</u>	016917-570000	10,000	10,000	10,000	-
Utility bills at Historic building					
		10,000	10,000	10,000	-
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	-	-	-	-
Total Non Payroll Expenses	10,000	10,000	10,000	-
Total Department Expenses	10,000	10,000	10,000	-

700 - DEBT SERVICE**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Bonded Debt	017109-591100	2,739,543	2,844,543	2,844,543	-
Principal Payments on O/S Bonded indebtedness (Tax levy)		3,864,543	3,874,543		
Paydown of BANS		-	105,000		
Less: Lease Rental Car Subsidy		(250,000)	(250,000)		
Less: Ameresco Pymt from School Dept		(525,000)	(535,000)		
Less: School Bldg Debt Serv. Premiums		(350,000)	(350,000)		
Interest on Short Term Debt	017109-591210	397,761	141,000	141,000	-
Interest pymts on Temporary Borrowing (Tax Levy)		397,761	141,000		
Interest on Long Term Debt	017109-591500	1,948,804	1,843,195	1,843,195	-
Interest pymts on O/S Bonded Indebtedness		2,167,298	2,040,489		
Less: Ameresco School Charge back		(218,494)	(197,294)		
		<u>5,086,108</u>	<u>4,828,738</u>	<u>4,828,738</u>	<u>-</u>
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	-	-	-	-
Total Non Payroll Expenses	5,086,108	4,828,738	4,828,738	-
Total Department Expenses	<u>5,086,108</u>	<u>4,828,738</u>	<u>4,828,738</u>	<u>-</u>

City of Revere - Fiscal Year 2021 Budget

900 - UNCLASSIFIED

Non-Payroll Expenditures

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Health Insurance	019001-511900	21,848,404	22,409,934	22,409,934	-
Health Insurance/Dental/Vision/Fringe Benefits		21,848,404	22,409,934		
Employee Assistance Program/Other Health/Wellness expenses					
Medicare Taxes	019001-512100	1,500,000	1,530,000	1,530,000	-
Employer Medicare tax @ 1.45%					
Sick Leave Buy Back	019001-516600	-	-	-	-
Insurance Premiums	011357-570900	1,010,000	1,125,000	1,110,000	(15,000)
Insurance premiums (Property, vehicles, casualty, legal/officers liability)		1,010,000	1,090,000	1,090,000	
Insurance environmental (3 year)		-	-	-	
Deductibles		-	25,000	10,000	
Insurance advisory service		-	10,000	10,000	
		24,358,404	25,064,934	25,049,934	(15,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	-	-	-	-
Total Non Payroll Expenses	24,358,404	25,064,934	25,049,934	(15,000)
Total Department Expenses	24,358,404	25,064,934	25,049,934	(15,000)

911 - RETIREMENT & PENSION**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Retirement Expenses</u>	019117-575000	12,655,956	13,513,019	13,513,019	-
Annual assessment per actuarial report from PERAC					
	Total Non Payroll Expenditures	<u>12,655,956</u>	<u>13,513,019</u>	<u>13,513,019</u>	<u>-</u>
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	-	-	-	-
Total Non Payroll Expenses	12,655,956	13,513,019	13,513,019	-
Total Department Expenses	<u>12,655,956</u>	<u>13,513,019</u>	<u>13,513,019</u>	<u>-</u>

430 – Water & Sewer Enterprise

Contact Information: Don Ciaramella, Superintendent 781-286-8145

Location: 321R Charger Street, Revere, 02151

Mission Statement

To rebuild and maintain the City of Revere's aging infrastructure to support the quality of life in our community, as well as ensuring the public drinking water system is safe for all of the City's residents, businesses, and visitors and determined to educate all residents, including our younger generation, to understand the limits of our sewer system and emphasize the environmental impact of improper disposal of waste in our sewers and storm water system.

FY2020 Accomplishments

- After an initial investment of \$400k made by the City four years ago, the CCTV truck has finally been put to use. Following the training provided, our staff is now able to utilize this valuable tool.
- Residents had made many complaints of flooding in the Dunn Rd area due to the drain station which had been inoperable for over 10 years. On February 6th, 2019, the Water, Sewer, & Drain Division reestablished the drain station and it has since back in service.
- OSHA training for all staff in the WSD Division to be completed by 3rd week of March.
- In response to several residents issuing flood complaints in the East Mountain Ave. area, the Water, Sewer, & Drain Division used the CCTV truck to assess the drainage system for any flaws or collapses that may be causing flooding issues. On September 20th, 2018 the WSD Division entered the 72" Culvert from School St to the Central County Ditch for the first time and discovered that the issue was a 2' hydraulic jump which was causing the drainage to back up.



- On September 24th, 2018, installed a newly refurbished Fairbanks Morse Pump into the Point of Pines Drainage Station. There are 2 pumps in the station each have the capability to pump 270,000 gallons per hour for a total pumping capacity of over a half a million gallons per hour during a storm. (See Point of Pines Drain Station photos attached.)
- Responded to resident complaints received by City Council member Joanne McKenna about flooding issues in the Taft St. area. On October 15th, 2018 the WSD Division assessed the drain main and found obstructions that would have the potential to cause flooding in the area. On October 19th, 2018 the WSD Division removed 11 cubic yards of debris from the 36" drain main on Taft St. which alleviated flooding conditions throughout. (See Taft St. Drain Main photos attached)
- Beginning February 1st, 2019, implemented a leak detection procedure to alert residents on inflated usage and has notified over 250 residents of possible water loss issues. Using the AMR water meter system, we have the capability to alert residents of water loss in their home. This allows both the City and the residents to reduce costs associated with water loss issues.
- Implemented a new procedure in an effort to eliminate estimated bills from our billing system. This allows the City to receive accurate consumption data and also allows residents to receive accurate bills. Since implementation, we have eliminated over 160 out of 369 estimated reads from our system.

FY2021 Goals & Objectives

- 1) Goal: Complete the cleaning and rehabilitation of the Eastern County Ditch. This includes the long overdue cleaning of all culverts and streams that have contributed to flooding.
Objective: To alleviate flooding conditions throughout the City, specifically in the areas of Dunn Road, Shawmut Street, and Sagamore Street.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.
- 2) Goal: With the assistance of Weston & Sampson Engineering service, the City will begin the rehabilitation of Green Creek by removing 2,100 cubic yards of sediment that has accumulated over several decades.
Objective: To alleviate flooding issues that impact one third of the City during non-catastrophic storm events.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

- 3) **Goal:** Implement a method to inspect and evaluate all 850 fire hydrant assemblies in the City.
Objective: Organize a team consisting of two Water & Sewer members and one member of the Revere Fire Department to ensure all 850 hydrants are meeting requirements and standards for public safety purposes.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.
- 4) **Goal:** To implement the final stage of the AMR water meter system by introducing the Customer Portal.
Objective: To enhance resident communication, engagement and satisfaction by providing them with a more convenient way to manage their water consumption more conveniently. By giving access to the Customer Portal, residents will readily have the information they need to better manage their consumption and even alert them of potential water loss issues.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Total Work Orders Completed	854	3,691	4,060	4,060
Total Sewer and Drain	482	2,284	2,512	2,512
Total Water	372	1,407	1,547	1,547
Catch Basin Cleanings and Maintenance*	162	926	1,019	1,019
Pump Station Inspections	64	588	647	647
Manhole Inspects and Repairs**	43	68	74	74
Hydrant Inspection and Maintenance	28	462	508	508
Sink Hole Repair***	26	24	27	27
Turn-on and Shut-offs	26	80	88	88
SSO Response	3	8	9	9
Sewer Blockages Main and Private****	29	87	96	96
Water Main Break*****	17	34	38	38
Water Box Repair*****	40	59	65	65
Water-Mark Out and Dig Safe	26	351	386	386

* In FY2017 and half of FY2018, included anything marked "drainage".

** In FY2017 and half of FY2018, included anything with the word "manhole" in description.

*** In FY2017 and half of FY2018, included anything with the word "sink hole" in description.

**** In FY2017 and half of FY2018, included anything with the word "water main break" in description.

***** In FY2017 and half of FY2018, included anything with the word "blockage" in description.

***** In FY2017 and half of FY2018, included anything with the word "water box" in description.

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise

FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated	
Per Mayor														
Superintendent	02/12/14		39	39.0	0.50	-	-	-	-	-	-	-	75,000	
Assistant Superintendent	10/06/88		39	39.0	1.00	122,570	122,570	15,400	1,100	-	139,070	-	139,070	
Class 4 Water Distribution Operator	01/01/06		39	39.0	1.00	101,959	101,959	2,000	-	-	103,959	-	103,959	
Special Assistant W&S Admin	01/18/17		39	39.0	1.00	59,360	59,360	4,452	-	-	63,812	-	63,812	
Principal Clerk	05/08/12		39	39.0	1.00	48,096	48,096	1,000	-	-	49,096	-	49,096	
Principal Clerk	12/10/18		39	39.0	1.00	48,096	48,096	-	-	-	48,096	-	48,096	
Principal Clerk	01/15/14		39	39.0	1.00	48,096	48,096	-	-	-	48,096	-	48,096	
Enterprise General Foreman	11/16/06		40	40.0	1.00	80,345	82,633	1,800	1,100	-	85,533	-	85,533	
Supervisor	09/28/16		40	40.0	1.00	62,574	64,862	-	1,100	-	65,962	-	65,962	
Water Technician	02/05/96		40	40.0	1.00	66,869	69,157	4,000	1,100	-	74,257	-	74,257	
Supervisor	11/06/17		40	40.0	1.00	62,574	64,862	4,359	1,100	-	70,321	-	70,321	
Supervisor	11/06/17		40	40.0	1.00	62,574	64,862	-	1,100	-	65,962	-	65,962	
Working Foreman	11/13/17		40	40.0	1.00	55,827	58,115	-	1,100	-	59,215	-	59,215	
Craftsman	11/05/18		40	40.0	1.00	53,373	55,661	-	1,100	-	56,761	-	56,761	
Craftsman	02/25/19		40	40.0	1.00	53,373	53,373	-	1,100	-	54,473	-	54,473	
Laborer	11/05/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Laborer	11/05/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Laborer	09/09/19		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Craftsman	09/03/19		40	40.0	1.00	53,373	55,661	-	1,100	-	56,761	-	56,761	
Laborer	09/09/19		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Laborer	11/27/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
						20.50	1,229,414	1,259,158	33,011	16,500	-	1,308,669	-	1,383,669
Part Time Other Salaries													39,934	
On Call													26,000	
Emergency OT													83,196	
Scheduled OT													20,000	
													1,552,799	

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Medical Expenses</u>	604301-512000	-	2,000	2,000	-
<u>Gasoline & Oil</u>	604302-520800	66,500	66,500	66,500	-
Fuel for vehicles					
<u>Telephone Communication</u>	604302-520900	22,000	28,100	25,000	(3,100)
Cell Phones			25,000		
Water meter reader transmitter			500		
Answering Services			800		
W/S alarms/fax data line			1,800		
<u>MWRA Assessment - Sewer</u>	604302-521200	10,994,231	11,244,370	11,244,370	-
<u>MWRA Assessment - Water</u>	604302-521300	5,263,284	5,608,417	5,608,417	-
<u>Computer Services</u>	604302-522400	39,000	64,900	60,000	(4,900)
Sensus Analytics Software			20,000		
Mobile 311			12,500		
Computer Hardware/Meter Handheld Devices			12,000		
Computer Software			10,000		
Citizen Serve			5,400		
Scanning			5,000		
<u>Audit & Accounting Services</u>	604302-522800	12,000	12,000	12,000	-
<u>Printing & Mailing</u>	604302-523440	40,000	50,000	50,000	-
<u>Pest/ Rodent Control</u>	604302-524000	100,000	100,000	20,000	(80,000)
<u>Building Maintenance & Repair</u>	604302-524500	100,000	130,000	100,000	(30,000)
Building alarm; general repairs; pump station repairs.			100,000		
Pump Stations Preventative Maintenance		-	30,000	-	-
<u>Maintenance of Equipment</u>	604302-524600	100,000	100,000	85,000	(15,000)
Repairs of vehicles and equipment					
<u>Contracted Services *</u>	604302-525000	-	500,000	-	(500,000)
Project Mgmt & design for EPA Consent Decree					
<u>Rentals & Leases</u>	604302-527010	50,000	50,000	50,000	-
Rental of land and lease of trailers for temporary relocation of DPW facility.		41,000	41,000		
Copy machine lease		3,300	3,300		
Other rentals as needed		5,700	5,700		

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise (continued)

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Drainage & Sewer Maintenance	604302-528200	275,000	446,250	275,000	(171,250)
Removal of excavation materials		200,000	200,000		
Wet well cleaning of pump stations		50,000	150,000		
DEP Regulatory sampling of drainage outfalls		-	23,750		
On call engineering services - emergency		-	47,500		
Soil testing		25,000	25,000		
Leak Detection	604302-528300	16,000	16,000	16,000	-
Safe Water Drinking Assessment	604302-528600	15,400	15,400	15,400	-
Catch Basin/ Lateral Line	604302-528900	500,000	500,000	200,000	(300,000)
Contracted cleaning of sewer lines.			500,000		
Office Supplies	604304-540000	15,000	15,000	15,000	-
Tools & Equipment	604304-541000	35,000	53,000	35,000	(18,000)
Small tools			20,000	15,000	
Clothing			3,000	3,000	
Equipment			30,000	17,000	
Equipment & Supplies	604304-541500	-	-	-	-
Materials & Supplies	604304-544000	100,000	240,000	200,000	(40,000)
Processed Gravel			40,000		
Materials for emergency water projects			150,000		
Concrete			20,000		
Infrastructure materials - manhole covers/hydrants/piping/couplings/ etc.			28,000		
Replenish supplies (paint etc.)			2,000		
Sewer & Water Services	604304-544500	32,000	74,700	34,700	(40,000)
Pavement work			20,000	10,000	
Dig Safe			8,000	8,000	
EZpass			500	500	
MBTA Utility Fees			12,000	12,000	
Educational Membership Fees (NEWEA etc..)			1,500	1,500	
Pump repairs			30,000	-	
MWRA Lab Fees			2,700	2,700	

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise (continued)

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Sewer & Water Police Details</u>	604307-570150	25,000	25,000	25,000	-
<u>Banking Services</u>	604307-572100	70,000	100,000	100,000	-
<u>Outside Legal Services</u>	604308-574100	25,000	50,000	25,000	(25,000)
<u>New Equipment</u>	604308-587100	-	-	-	-
<u>Capital Improvements</u>	604308-587300	-	-	-	-
<u>Water Meters</u>	604302-528800	-	30,000	15,000	(15,000)
Total Non Payroll Expenditures		17,895,415	19,521,637	18,279,387	-
Footnotes:					

DEBT SERVICE: Water and Sewer Enterprise Fund**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Bonded Debt</u>	604309-591100	3,656,327	3,943,720	3,943,720	-
Principal Payments on O/S Bonded indebtedness (Enterprise Fund)					
<u>SRF Bond Administrative Fees *</u>	604309-591210	112,781	110,649	110,649	-
<u>Interest on Short Term Debt</u>	604309-591215	-	-	-	-
<u>Interest on Long Term Debt</u>	604309-591500	1,689,835	1,700,296	1,700,296	-
Interest pymts on O/S Bonded Indebtedness & Temporary Borrowing (Enterprise Fund)					
		5,458,943	5,754,665	5,754,665	-
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	1,770,966	2,018,750	1,552,799	(465,951)
Total Non Payroll Expenses	17,895,415	19,521,637	18,279,387	(1,242,250)
Total Debt Expense	5,458,943	5,754,665	5,754,665	-
Total Department Expenses	25,125,324	27,295,052	25,586,851	(1,708,201)

424 – Solid Waste Enterprise

Contact Information: Don Ciaramella, Chief of Infrastructure and Public Works

Paul Argenzio, Superintendent, 781-286-8149

Location: 321R Charger Street, Revere, MA 02151

Mission Statement

To ensure proper and efficient waste disposal to improve the environment, prevent contamination and reduce waste products in landfill.

FY2020 Accomplishments

- Awarded two grants totaling \$68,000 from the Mass DEP to educate residents and improve the quality of the City's recycling.
- Implemented an 18 week audit of 25% of the City's residents resulting in a 15% downward trend of contamination in those areas.

FY2021 Goals & Objectives

- 1) Goal: To increase public awareness and education regarding the City's recycling program.

Objective: Decrease the cost of the City recycling program.

Mayoral Focus Area: Professionalize City Services, Uphold

Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 2) Goal: Decrease contamination of curbside pickup.

Objective: To ensure trash and recycling are disposed appropriately.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.



Performance Measures

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
New Trash Carts - Initial Delivery	n/a	n/a	16,582	0
New Trash Carts Subsequent Delivery	n/a	0	643	250
New Trash Carts Purchased	n/a	0	449	150
Recycling Bins Delivered	n/a	81	106	100
Trash Carts Reported Missing	n/a	0	53	25

424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise

FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>													
Sanitation Supervisor	09/22/86	X	40	40.0	1.00	65,703	67,991	8,500	1,100	2,000	79,591		79,591
Sanitation Supervisor	04/04/88	X	40	40.0	1.00	65,703	67,991	5,400	1,100	-	74,491		74,491
Craftsman	01/04/87	X	40	40.0	1.00	56,050	58,338	5,800	1,100	-	65,238		65,238
Laborer	11/05/18		40	40.0	1.00	50,071	52,359	1,500	1,100	-	54,959		54,959
Craftsman	11/05/18		40	40.0	1.00	53,381	52,359	-	1,100	-	53,459		53,459
Swingshift Working Foreman	12/12/11		40	40.0	1.00	55,819	58,107	1,000	1,100		60,207		60,207
					6.00	346,727	357,145	22,200	6,600	2,000	387,945	-	387,945
												PT Salaries	
												DPW Overtime	20,151
												Per Mayor	408,096

424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Rubbish Removal</u>	624232-521400	2,163,000	2,206,260	2,206,260	-
Monthly waste collection/ disposal, ie. recyclable & white goods, yard waste					
<u>Recycling Disposal</u>	624232-521450	300,000	580,000	550,000	(30,000)
<u>Rubbish Disposal</u>	624232-521500	1,220,000	1,370,000	1,220,000	(150,000)
Disposal of yard & curbside waste materials, paint & oil, white goods, etc.					
<u>Computer Services</u>	624232-522400	18,000	18,000	18,000	-
Trash cart tracking software			8,000		
Trash app			10,000		
<u>Pest/ Rodent Control</u>	624232-524000	20,000	20,000	5,000	(15,000)
<u>Capital Outlay</u>	624238-580000	340,000	340,000	340,000	-
Trash barrels - lease.					
<u>New Equipment</u>	624238-587100	20,000	20,000	15,000	(5,000)
Purchase of additional waste or recycling barrels as needed.					
Total Non Payroll Expenditures		4,081,000	4,554,260	4,354,260	(200,000)
Footnotes:					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	395,584	415,507	408,096	(7,411)
Total Non Payroll Expenses	4,081,000	4,554,260	4,354,260	(200,000)
Total Department Expenses	4,476,584	4,969,767	4,762,356	(207,411)

Revere Public Schools
FISCAL YEAR 2021 BUDGET
WORKING
 To Be Voted June 16, 2020

	FY20 FINAL CONF COM	FY20 AS VOTED	FY21 WORKING	INCR (DECR)	% INC
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REVENUES

Chapter 70	71,116,050	68,374,938	72,177,946	3,803,008	5.6%
Transitional Relief		1,894,352	0	(1,894,352)	-100.0%
Net Minimum Contribution	34,860,627	34,847,199	36,998,310	2,151,111	6.2%
TOTAL REVENUES	105,976,677	105,116,489	109,176,256	4,059,767	3.9%

SCHEDULE 19

City Charge Backs	23,223,981	22,275,739	23,522,926	1,247,187	5.6%
Excludable Costs	7,106,694	7,106,694	8,460,117	1,353,423	19.0%
NET CHARGE BACKS	16,117,287	15,169,045	15,062,809	(106,236)	-0.7%

ANTICIPATED APPROPRIATION	89,859,390	89,947,444	94,113,447	4,166,003	4.6%
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SCHOOL DEPARTMENT BUDGET

Salary	61,077,708	61,077,708	62,593,684	1,515,976	2.5%
Nonsalary	28,869,736	28,869,736	31,519,763	2,650,027	9.2%

CURRENT SCHOOLS BUDGET	89,947,444	89,947,444	94,113,447	4,166,003	4.6%
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FY21 SCHEDULE 19 AGREEMENT

Revere Public Schools and City of Revere

	FY20 CONF COMM	FY20 AGREEMENT	FY21 AGREEMENT	% 0.0%
<i>Foundation Amounts</i>				
Foundation Enrollment	7,991		7,979	
Foundation Budget	104,529,856		117,084,100	
<i>Net School Spending Requirement</i>				
Chapter 70 (Commonwealth of Massachusetts)	69,669,229	68,374,938	72,177,946	5.56%
<i>Recommended SOA Programs</i>			0	
<i>Recommended Ongoing Expenses</i>			2,508,717	
Transitional Relief	1,446,821	1,894,352	0	-100.00%
Net Minimum Contribution (City of Revere)	34,860,627	34,847,199	36,998,310	6.17%
NET SCHOOL SPENDING REQ	105,976,677	105,116,489	109,176,256	3.86%
<i>Less Qualifying City Costs</i>				
Administration (1000)	951,488	951,488	969,688	1.91%
Support Staff (3200)	432,408	432,408	440,102	1.78%
Operations/Maintenance (4210)	186,000	186,000	191,580	3.00%
Employee Retirement Contributions (5100)	3,061,378	3,061,378	3,159,848	3.22%
Active Employee Insurance (5200)	12,103,313	12,103,313	12,234,455	1.08%
Retired Employee Insurance (5250)	530,493	530,493	567,741	7.02%
Non Employee Insurance (5260)	150,000	150,000	150,000	0.00%
Tuitions (incl. School Choice) (9100)	5,808,901	4,860,659	5,809,512	19.52%
TOTAL QUALIFYING CITY COSTS	23,223,981	22,275,739	23,522,926	5.60%
<i>Add Excludable School Committee Costs</i>				
Finance & Technology (1000)	52,000	52,000	53,560	3.00%
Pupil Transportation (3300)	5,253,830	5,253,830	6,567,551	25.01%
School Security (3600)	337,678	337,678	368,429	9.11%

Custodial & Grounds (4110)	215,273	215,273	221,731	3.00%
Crossing Guards (5550)	383,100	383,100	394,593	3.00%
Civic Activities & Community Service (6200)	21,319	21,319	21,959	3.00%
Asset Acquisition & Improvement (7300)	843,494	843,494	832,294	-1.33%
TOTAL EXCLUDABLE SC COSTS	7,106,694	7,106,694	8,460,117	19.04%
 SCHOOL COMMITTEE APPROPRIATION	 89,859,390	 89,947,444	 94,113,447	 4.63%

Revere Public Schools
SPECIAL FUNDS

FY20
FINAL

FY21
ESTIMATES

INCR
(DECR)

%
INC (DEC)

FEDERAL GRANTS

Expectations: Level funding of all Federal Grants

Title I	2,773,415	2,773,415	0	0%
Title IIA	22,663	22,663	0	0%
Title III	358,085	358,085	0	0%
Title IV	22,059	22,059	0	0%
IDEA	1,827,810	1,827,810	0	0%
TOTAL FEDERAL	5,004,032	5,004,032	0	0%

STATE GRANTS

ELT	2,794,500	2,794,500	0	0%
ELT Summer			0	0%
Improving Graduation Rates			0	0%
TOTAL STATE	2,794,500	2,794,500	0	0%

EEC GRANTS

SPED Child Development	31,479	31,479	0	0%
TOTAL EEC	31,479	31,479	0	0%

REVOLVING ACCOUNTS

Expectations: Revolving account activity increases by 2% in FY21.

Revolving Accounts	6,242,400	6,367,248	124,848	2%
TOTAL REVOLVING	6,242,400	6,367,248	124,848	2%

FY21 FUNDING SOURCES

FUNDING SOURCE	AMOUNT	% WHOLE
COMMONWEALTH OF MASS (Chapter 70)	72,177,946	55.3%
CITY OF REVERE (Net Minimum Contribution)	36,998,310	28.4%
REVOLVING ACCOUNTS	6,367,248	4.9%
FREE CASH CFWD FROM PREVIOUS YEAR	7,046,000	5.4%
FEDERAL GRANTS	5,004,032	3.8%
STATE GRANTS	2,794,500	2.1%
TRANSITIONAL RELIEF	0	0.0%
EARLY CHILDHOOD GRANTS	31,479	0.0%
TOTAL	130,419,515	100%

REVERE PUBLIC SCHOOLS
FY21 BUDGET
SALARY ACCOUNT SUMMARY

	FY20	FY21	VARIANCE	% CH
1000 SERIES				
School Committee	56,800	51,600	-5,200	-9%
Superintendents	529,910	552,964	23,054	4%
Superintendent Clerical Staff	183,112	181,311	-1,801	-1%
Other District Wide Administration	216,339	60,589	-155,750	-72%
Business and Finance	405,241	415,232	9,991	2%
Business and Finance Clerical Staff	358,000	363,528	5,528	2%
Administrative Technology	131,770	160,388	28,618	22%
TOTAL 1000 SERIES	1,881,172	1,785,612	-95,560	-5%

2000 SERIES

DIRECTORS AND PRINCIPALS/ASSISTANT PRINCIPALS

Curriculum Directors	0	0	0	0%
Principals	1,478,000	1,515,318	37,318	3%
Assistant Principals	2,175,266	2,219,479		0%

REVERE PUBLIC SCHOOLS
FY21 BUDGET
SALARY ACCOUNT SUMMARY

	FY20	FY21	VARIANCE	% CH
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CLASSROOM TEACHERS AND SPECIALISTS

Beachmont Elementary	1,728,818	1,732,032	3,214	0%
Garfield Elementary	3,288,124	3,311,663	23,539	1%
Lincoln Elementary	2,451,679	2,422,153	-29,526	-1%
Hill Elementary	2,782,559	2,919,695	137,136	5%
Paul Revere Elementary	2,063,419	2,046,900	-16,519	-1%
Whelan Elementary	2,876,717	2,882,552	5,835	0%
Rumney Middle	2,158,697	2,124,295	-34,402	-2%
Garfield Middle	2,533,186	2,523,544	-9,642	0%
Anthony Middle	3,052,078	2,814,553	-237,525	-8%
Revere High School	7,950,766	8,060,302	109,536	1%
Seacoast School	816,371	777,544	-38,827	-5%
Special Needs	8,001,892	8,346,030	344,138	4%

INSTRUCTIONAL SUPPORT AND COORDINATION

Instructional Support	364,366	386,405	22,039	6%
Instructional Coordinators (SPED)	862,156	888,712	26,556	3%

REVERE PUBLIC SCHOOLS
FY21 BUDGET
SALARY ACCOUNT SUMMARY

	FY20	FY21	VARIANCE	% CH
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GUIDANCE COUNSELORS AND SOCIAL WORKERS

Guidance	1,086,192	1,157,233	71,041	7%
Social Workers	1,235,768	1,760,557	524,789	42%

OPERATIONAL ASSISTANTS AND TECHNOLOGISTS

Curriculum Directors Staff	373,160	413,979	40,819	11%
School Building Leadership Staff	813,757	909,771	96,014	12%
Building Technologists	944,839	995,544	50,705	5%

PARAPROFESSIONALS

Regular Aides	212,723	285,652	72,929	34%
SPED Aides	1,136,410	1,164,984	28,574	3%

NEGOTIATIONS

Negotiations	0	0	0	0%
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REVERE PUBLIC SCHOOLS
FY21 BUDGET
SALARY ACCOUNT SUMMARY

	FY20	FY21	VARIANCE	% CH
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MISCELLANEOUS

Miscellaneous Payments to Teachers	570,250	576,050	5,800	1%
Substitute Teachers	727,505	727,505	0	0%
Librarians and Media Center Directors	240,413	241,054	641	0%
Professional Development Leadership	162,265	164,485	2,220	1%
Degree Changes	300,000	300,000	0	0%
Miscellaneous	287,529	212,560	-74,969	-26%

TOTAL 2000 SERIES	52,674,905	53,880,551	1,161,433	2%
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3000 SERIES

Attendance/Parent Liasion	718,794	805,459	86,665	12%
Health-Nurses	580,315	618,711	38,396	7%
Transportation	879,052	1,004,207	125,155	14%
Athletics	379,233	397,421	18,188	5%
Security	904,516	951,896	47,380	5%

TOTAL 3000 SERIES	3,461,910	3,777,694	315,784	9%
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REVERE PUBLIC SCHOOLS
FY21 BUDGET
SALARY ACCOUNT SUMMARY

	FY20	FY21	VARIANCE	% CH
4000 SERIES				
Custodians	1,851,702	1,930,113	78,411	4%
Tradesmen	505,781	520,331	14,550	3%
TOTAL 4000 SERIES	2,357,483	2,450,444	92,961	4%
5000 SERIES				
Retirement/Buyback Incentives	50,000	50,000	0	0%
Sick Leave Buyback	76,500	76,500	0	0%
Unemployment	150,000	150,000	0	0%
School Crossing Guards	383,100	383,100	0	0%
TOTAL 5000 SERIES	659,600	659,600	0	0%
6000 SERIES				
Civic Activities and Community Service	42,638	39,783	-2,855	-7%
TOTAL 6000 SERIES	42,638	39,783	-2,855	-7%
TOTAL SALARY ACCOUNTS	61,077,708	62,593,684	1,471,763	2%

REVERE PUBLIC SCHOOLS
ANTICIPATED CFWD ALLOCATION

Please see below allocations for FREE CASH CFWD that will be available after FY20 and must be expended on
Net School Spending eligible expenses.

Account	Original Budget	Covered by CFWD	Actual Voted
Beachmont Elementary	2,132,032	400,000	1,732,032
Garfield Elementary	4,011,663	700,000	3,311,663
Lincoln Elementary	2,922,153	500,000	2,422,153
Hill Elementary	3,519,695	600,000	2,919,695
Paul Revere Elementary	2,446,900	400,000	2,046,900
Whelan Elementary	3,582,552	700,000	2,882,552
Rumney Middle	2,624,295	500,000	2,124,295
Garfield Middle	3,123,544	600,000	2,523,544
Anthony Middle	3,414,553	600,000	2,814,553
Revere High	9,960,302	1,900,000	8,060,302
Seacoast High	923,544	146,000	777,544
Totals	38,661,233	7,046,000	31,615,233

REVERE PUBLIC SCHOOLS
FY21 BUDGET
NON-SALARY ACCOUNT SUMMARY

FY20 FY21 VARIANCE %

1000 SERIES: ADMINISTRATION NON SALARY

District Administration	644,416	666,500	22,084	3%
1000 SERIES TOTAL	644,416	666,500	22,084	3%

2000 SERIES: INSTRUCTIONAL NON SALARY

Schools

Beachmont Elementary	56,332	56,332	0	0%
Garfield Elementary	78,742	78,742	0	0%
Lincoln Elementary	51,236	51,236	0	0%
Hill Elementary	72,316	72,316	0	0%
Paul Revere Elementary	42,542	42,542	0	0%
Whelan Elementary	74,260	74,260	0	0%
Rumney Middle	44,680	44,680	0	0%
Garfield Middle	41,500	41,500	0	0%
Anthony Middle	42,880	42,880	0	0%
Revere High	106,040	106,040	0	0%
Seacoast High	17,900	17,900	0	0%

REVERE PUBLIC SCHOOLS
FY21 BUDGET
NON-SALARY ACCOUNT SUMMARY

FY20 FY21 VARIANCE %

Districtwide

Curriculum Directors	40,000	40,000	0	0%
Instructional District Wide	628,400	616,603	(11,797)	-2%
Professional Development	160,000	220,000	60,000	38%
Guidance & Testing	55,355	55,355	0	0%

Special Education

Special Education Program	1,693,950	1,775,000	81,050	5%
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Technology

Classrooms and Labs	370,400	370,400	0	0%
2000 SERIES TOTAL	3,576,533	3,705,786	129,253	4%

REVERE PUBLIC SCHOOLS
FY21 BUDGET
NON-SALARY ACCOUNT SUMMARY

FY20 FY21 VARIANCE %

3000 SERIES: OTHER STUDENT SERVICES NON SALARY

Comprehensive Health	30,000	50,000	20,000	67%
School Security	30,000	30,000	0	0%
Athletics	169,500	190,000	20,500	12%
Transportation	4,374,778	5,563,344	1,188,566	27%
Food Services	80,340	80,340	0	0%
3000 SERIES TOTAL	4,684,618	5,913,684	1,229,066	26%

4000 SERIES: OPERATION OF PLANT/MAINTENANCE NON SALARY

Custodial	1,218,258	1,364,450	146,192	12%
Utilities	2,588,899	2,701,197	112,298	4%
Operations and Maintenance	1,629,222	1,789,381	160,159	10%
Network and Telecommunications	837,536	837,536	0	0%
4000 SERIES TOTAL	6,273,915	6,692,564	418,649	7%

REVERE PUBLIC SCHOOLS
FY21 BUDGET
NON-SALARY ACCOUNT SUMMARY

	FY20	FY21	VARIANCE	%
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5000 SERIES: EMPLOYEE BENEFITS AND INSURANCE NON SALARY

Employee Benefits	525,000	525,000	0	0%
5000 SERIES TOTAL	525,000	525,000	0	0%

7000 SERIES: BUILDING IMPROVEMENTS

Building Improvements	843,494	832,294	(11,200)	-1%
7000 SERIES TOTAL	843,494	832,294	(11,200)	-1%

9000 SERIES: PROGRAMS WITH OTHER SCHOOLS

Tuitions	12,321,760	13,183,935	862,175	7%
9000 SERIES TOTAL	12,321,760	13,183,935	862,175	7%

TOTAL NON-SALARY ACCTS	28,869,736	31,519,763	2,650,027	9%
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Enterprise Fund Overview

Description of the Purpose of an Enterprise Fund

An enterprise fund establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. Revenues and expenditures of an Enterprise Fund are segregated into a separate fund with its own financial reporting and accountability. An Enterprise Fund raises revenues through its own user charges and where applicable, other funding sources. A community may choose to recover total service costs through user charges, but it is not required.

Water/Sewer Enterprise Fund

The Water/Sewer Enterprise Fund was formed in FY2002. Revenues consist of water/sewer user charges, penalties & interest assessments, liens and miscellaneous revenue. Costs include mandated MWRA assessments, salaries, contracted services, maintenance fees, shared overhead costs, pension, health benefits and debt service.

The proposed FY21 total cost of \$27,841,073 includes shared overhead costs, pension, and health benefits of \$2,254,222. The total direct expenses of \$25,586,851 represent an increase of \$461,527 over FY2020. This increase is primarily attributable to MWRA assessment increases, as most other items in this budget were decreased.

For FY2021, the City has added Capital Improvement Plan (CIP) for water/sewer/drains, which can be found in the CIP portion of the budget.

Solid Waste Enterprise Fund

The Solid Waste Enterprise Fund was proposed and adopted in FY2019 as part of the budget process. Revenues consist of charges for extra barrels, certain fees and fines, and other miscellaneous revenue. Costs include salaries, contracted services, maintenance fees, shared costs, and direct costs to rollout the new barrels.

The proposed FY2021 total costs of \$4,711,998 is an estimate based on actual historical data, as this is only the third year that these specific expenses have been segregated out of the General Fund. The FY2021 total costs represent a decrease of approximately \$8,000 over FY20 when considering the FY2020 revenue deficit of \$243,000 that was raised as part of the FY2020 tax rate certification. Increases in the cost of disposing of single stream recycling continue to be the biggest challenge for the City. We have applied for and was again awarded a grant for \$40,000 to promote proper recycling habits and enforcement as to help reduce the amount of “dirty” loads brought to our processor. Furthermore, FY2021 will be the last full year in which we pay for the 16,000 barrels the City purchased to help with aesthetics, uniformity, and to help control costs of trash disposal.

Enforcement of the newly adopted trash regulations should help raise revenues to avoid any revenue deficits for FY2021. Furthermore, we have lowered our estimated revenue by \$100,000 to \$250,000, which should be a more realistic estimate based upon the historic data

While the revenues do not cover the costs of operations as they do in the water and sewer enterprise fund, they do offset the costs of the expenses. By adopting the enterprise fund for Solid Waste, the City hopes that by isolating the revenues and expenses in the fund, we can be better understand the net operating costs of the fund and be better equipped to manage related expenses.

FY 2021 Budget Summary

Water & Sewer Enterprise Fund

A. Direct Costs Appropriated in Enterprise Fund

Salaries and Wages	\$ 1,552,799
Expenses	1,426,600
Assessments - Sewer	11,244,370
Assessments - Water	5,608,417
Debt & Interest	5,754,665

Total W/S Enterprise Appropriated Costs: \$ 25,586,851

B. Costs Appropriated in General Fund Transferred to W/S Enterprise Fund

Health & Dental Insurance	381,325
Medicare	24,214
Pensions	426,592
Shared Employees	899,642
Shared Facilities	522,449

Total Costs Appropriated in General Fund & Transferred to W/S Enterprise Fund: \$ 2,254,222

Total W/S Enterprise Fund Costs: \$ 27,841,073

C. General Fund Subsidy

Revenue - from Rate	\$ 28,336,073
P.S.M. - Outside Meter Credit	(300,000)
Discount - Senior	(195,000)
Less Total Costs	27,841,073

Total General Fund Subsidy: \$ -

D. Source of Funding for Costs Appropriated in W/S Enterprise Fund

Revenue	\$ 27,841,073
Taxation	-
From Retained Earnings	-
Free Cash	-

Total Source of Funding for Costs

Appropriated in W/S Enterprise Fund: \$ 27,841,073

430 – Water & Sewer Enterprise

Contact Information: Don Ciaramella, Superintendent 781-286-8145

Location: 321R Charger Street, Revere, 02151

Mission Statement

To rebuild and maintain the City of Revere's aging infrastructure to support the quality of life in our community, as well as ensuring the public drinking water system is safe for all of the City's residents, businesses, and visitors and determined to educate all residents, including our younger generation, to understand the limits of our sewer system and emphasize the environmental impact of improper disposal of waste in our sewers and storm water system.

FY2020 Accomplishments

- After an initial investment of \$400k made by the City four years ago, the CCTV truck has finally been put to use. Following the training provided, our staff is now able to utilize this valuable tool.
- Residents had made many complaints of flooding in the Dunn Rd area due to the drain station which had been inoperable for over 10 years. On February 6th, 2019, the Water, Sewer, & Drain Division reestablished the drain station and it has since back in service.
- OSHA training for all staff in the WSD Division to be completed by 3rd week of March.
- In response to several residents issuing flood complaints in the East Mountain Ave. area, the Water, Sewer, & Drain Division used the CCTV truck to assess the drainage system for any flaws or collapses that may be causing flooding issues. On September 20th, 2018 the WSD Division entered the 72" Culvert from School St to the Central County Ditch for the first time and discovered that the issue was a 2' hydraulic jump which was causing the drainage to back up.



- On September 24th, 2018, installed a newly refurbished Fairbanks Morse Pump into the Point of Pines Drainage Station. There are 2 pumps in the station each have the capability to pump 270,000 gallons per hour for a total pumping capacity of over a half a million gallons per hour during a storm. (See Point of Pines Drain Station photos attached.)
- Responded to resident complaints received by City Council member Joanne McKenna about flooding issues in the Taft St. area. On October 15th, 2018 the WSD Division assessed the drain main and found obstructions that would have the potential to cause flooding in the area. On October 19th, 2018 the WSD Division removed 11 cubic yards of debris from the 36" drain main on Taft St. which alleviated flooding conditions throughout. (See Taft St. Drain Main photos attached)
- Beginning February 1st, 2019, implemented a leak detection procedure to alert residents on inflated usage and has notified over 250 residents of possible water loss issues. Using the AMR water meter system, we have the capability to alert residents of water loss in their home. This allows both the City and the residents to reduce costs associated with water loss issues.
- Implemented a new procedure in an effort to eliminate estimated bills from our billing system. This allows the City to receive accurate consumption data and also allows residents to receive accurate bills. Since implementation, we have eliminated over 160 out of 369 estimated reads from our system.

FY2021 Goals & Objectives

- 1) Goal: Complete the cleaning and rehabilitation of the Eastern County Ditch. This includes the long overdue cleaning of all culverts and streams that have contributed to flooding.
Objective: To alleviate flooding conditions throughout the City, specifically in the areas of Dunn Road, Shawmut Street, and Sagamore Street.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development, Value Diversity.
- 2) Goal: With the assistance of Weston & Sampson Engineering service, the City will begin the rehabilitation of Green Creek by removing 2,100 cubic yards of sediment that has accumulated over several decades.
Objective: To alleviate flooding issues that impact one third of the City during non-catastrophic storm events.
Mayoral Focus Area: Professionalize City Services, Maximize and Modernize Economic Development.

- 3) Goal: Implement a method to inspect and evaluate all 850 fire hydrant assemblies in the City.
Objective: Organize a team consisting of two Water & Sewer members and one member of the Revere Fire Department to ensure all 850 hydrants are meeting requirements and standards for public safety purposes.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.
- 4) Goal: To implement the final stage of the AMR water meter system by introducing the Customer Portal.
Objective: To enhance resident communication, engagement and satisfaction by providing them with a more convenient way to manage their water consumption more conveniently. By giving access to the Customer Portal, residents will readily have the information they need to better manage their consumption and even alert them of potential water loss issues.
Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development, Embrace Technology.

Performance Measures

	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>	<u>Projected FY 2021</u>
Total Work Orders Completed	854	3,691	4,060	4,060
Total Sewer and Drain	482	2,284	2,512	2,512
Total Water	372	1,407	1,547	1,547
Catch Basin Cleanings and Maintenance*	162	926	1,019	1,019
Pump Station Inspections	64	588	647	647
Manhole Inspects and Repairs**	43	68	74	74
Hydrant Inspection and Maintenance	28	462	508	508
Sink Hole Repair***	26	24	27	27
Turn-on and Shut-offs	26	80	88	88
SSO Response	3	8	9	9
Sewer Blockages Main and Private****	29	87	96	96
Water Main Break*****	17	34	38	38
Water Box Repair*****	40	59	65	65
Water-Mark Out and Dig Safe	26	351	386	386

* In FY2017 and half of FY2018, included anything marked "drainage".

** In FY2017 and half of FY2018, included anything with the word "manhole" in description.

*** In FY2017 and half of FY2018, included anything with the word "sink hole" in description.

**** In FY2017 and half of FY2018, included anything with the word "water main break" in description.

***** In FY2017 and half of FY2018, included anything with the word "blockage" in description.

***** In FY2017 and half of FY2018, included anything with the word "water box" in description.

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise

FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated	
Per Mayor														
Superintendent	02/12/14		39	39.0	0.50	-	-	-	-	-	-	-	75,000	
Assistant Superintendent	10/06/88		39	39.0	1.00	122,570	122,570	15,400	1,100	-	139,070	-	139,070	
Class 4 Water Distribution Operator	01/01/06		39	39.0	1.00	101,959	101,959	2,000	-	-	103,959	-	103,959	
Special Assistant W&S Admin	01/18/17		39	39.0	1.00	59,360	59,360	4,452	-	-	63,812	-	63,812	
Principal Clerk	05/08/12		39	39.0	1.00	48,096	48,096	1,000	-	-	49,096	-	49,096	
Principal Clerk	12/10/18		39	39.0	1.00	48,096	48,096	-	-	-	48,096	-	48,096	
Principal Clerk	01/15/14		39	39.0	1.00	48,096	48,096	-	-	-	48,096	-	48,096	
Enterprise General Foreman	11/16/06		40	40.0	1.00	80,345	82,633	1,800	1,100	-	85,533	-	85,533	
Supervisor	09/28/16		40	40.0	1.00	62,574	64,862	-	1,100	-	65,962	-	65,962	
Water Technician	02/05/96		40	40.0	1.00	66,869	69,157	4,000	1,100	-	74,257	-	74,257	
Supervisor	11/06/17		40	40.0	1.00	62,574	64,862	4,359	1,100	-	70,321	-	70,321	
Supervisor	11/06/17		40	40.0	1.00	62,574	64,862	-	1,100	-	65,962	-	65,962	
Working Foreman	11/13/17		40	40.0	1.00	55,827	58,115	-	1,100	-	59,215	-	59,215	
Craftsman	11/05/18		40	40.0	1.00	53,373	55,661	-	1,100	-	56,761	-	56,761	
Craftsman	02/25/19		40	40.0	1.00	53,373	53,373	-	1,100	-	54,473	-	54,473	
Laborer	11/05/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Laborer	11/05/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Laborer	09/09/19		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Craftsman	09/03/19		40	40.0	1.00	53,373	55,661	-	1,100	-	56,761	-	56,761	
Laborer	09/09/19		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
Laborer	11/27/18		40	40.0	1.00	50,071	52,359	-	1,100	-	53,459	-	53,459	
						20.50	1,229,414	1,259,158	33,011	16,500	-	1,308,669	-	1,383,669
Part Time Other Salaries													39,934	
On Call													26,000	
Emergency OT													83,196	
Scheduled OT													20,000	
													1,552,799	

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Medical Expenses</u>	604301-512000	-	2,000	2,000	-
<u>Gasoline & Oil</u>	604302-520800	66,500	66,500	66,500	-
Fuel for vehicles					
<u>Telephone Communication</u>	604302-520900	22,000	28,100	25,000	(3,100)
Cell Phones			25,000		
Water meter reader transmitter			500		
Answering Services			800		
W/S alarms/fax data line			1,800		
<u>MWRA Assessment - Sewer</u>	604302-521200	10,994,231	11,244,370	11,244,370	-
<u>MWRA Assessment - Water</u>	604302-521300	5,263,284	5,608,417	5,608,417	-
<u>Computer Services</u>	604302-522400	39,000	64,900	60,000	(4,900)
Sensus Analytics Software			20,000		
Mobile 311			12,500		
Computer Hardware/Meter Handheld Devices			12,000		
Computer Software			10,000		
Citizen Serve			5,400		
Scanning			5,000		
<u>Audit & Accounting Services</u>	604302-522800	12,000	12,000	12,000	-
<u>Printing & Mailing</u>	604302-523440	40,000	50,000	50,000	-
<u>Pest/ Rodent Control</u>	604302-524000	100,000	100,000	20,000	(80,000)
<u>Building Maintenance & Repair</u>	604302-524500	100,000	130,000	100,000	(30,000)
Building alarm; general repairs; pump station repairs.			100,000		
Pump Stations Preventative Maintenance		-	30,000	-	-
<u>Maintenance of Equipment</u>	604302-524600	100,000	100,000	85,000	(15,000)
Repairs of vehicles and equipment					
<u>Contracted Services *</u>	604302-525000	-	500,000	-	(500,000)
Project Mgmt & design for EPA Consent Decree					
<u>Rentals & Leases</u>	604302-527010	50,000	50,000	50,000	-
Rental of land and lease of trailers for temporary relocation of DPW facility.		41,000	41,000		
Copy machine lease		3,300	3,300		
Other rentals as needed		5,700	5,700		

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise (continued)

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Drainage & Sewer Maintenance</u>	604302-528200	275,000	446,250	275,000	(171,250)
Removal of excavation materials		200,000	200,000		
Wet well cleaning of pump stations		50,000	150,000		
DEP Regulatory sampling of drainage outfalls		-	23,750		
On call engineering services - emergency		-	47,500		
Soil testing		25,000	25,000		
<u>Leak Detection</u>	604302-528300	16,000	16,000	16,000	-
<u>Safe Water Drinking Assessment</u>	604302-528600	15,400	15,400	15,400	-
<u>Catch Basin/ Lateral Line</u>	604302-528900	500,000	500,000	200,000	(300,000)
Contracted cleaning of sewer lines.			500,000		
<u>Office Supplies</u>	604304-540000	15,000	15,000	15,000	-
<u>Tools & Equipment</u>	604304-541000	35,000	53,000	35,000	(18,000)
Small tools			20,000	15,000	
Clothing			3,000	3,000	
Equipment			30,000	17,000	
<u>Equipment & Supplies</u>	604304-541500	-	-	-	-
<u>Materials & Supplies</u>	604304-544000	100,000	240,000	200,000	(40,000)
Processed Gravel			40,000		
Materials for emergency water projects			150,000		
Concrete			20,000		
Infrastructure materials - manhole covers/hydrants/piping/couplings/ etc.			28,000		
Replenish supplies (paint etc.)			2,000		
<u>Sewer & Water Services</u>	604304-544500	32,000	74,700	34,700	(40,000)
Pavement work			20,000	10,000	
Dig Safe			8,000	8,000	
EZpass			500	500	
MBTA Utility Fees			12,000	12,000	
Educational Membership Fees (NEWEA etc..)			1,500	1,500	
Pump repairs			30,000	-	
MWRA Lab Fees			2,700	2,700	

430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise (continued)

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Sewer & Water Police Details</u>	604307-570150	25,000	25,000	25,000	-
<u>Banking Services</u>	604307-572100	70,000	100,000	100,000	-
<u>Outside Legal Services</u>	604308-574100	25,000	50,000	25,000	(25,000)
<u>New Equipment</u>	604308-587100	-	-	-	-
<u>Capital Improvements</u>	604308-587300	-	-	-	-
<u>Water Meters</u>	604302-528800	-	30,000	15,000	(15,000)
Total Non Payroll Expenditures		17,895,415	19,521,637	18,279,387	-
Footnotes:					

DEBT SERVICE: Water and Sewer Enterprise Fund**Non-Payroll Expenditures**

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Bonded Debt</u>	604309-591100	3,656,327	3,943,720	3,943,720	-
Principal Payments on O/S Bonded indebtedness (Enterprise Fund)					
<u>SRF Bond Administrative Fees *</u>	604309-591210	112,781	110,649	110,649	-
<u>Interest on Short Term Debt</u>	604309-591215	-	-	-	-
<u>Interest on Long Term Debt</u>	604309-591500	1,689,835	1,700,296	1,700,296	-
Interest pymts on O/S Bonded Indebtedness & Temporary Borrowing (Enterprise Fund)					
		5,458,943	5,754,665	5,754,665	-
<u>Footnotes:</u>					

Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	1,770,966	2,018,750	1,552,799	(465,951)
Total Non Payroll Expenses	17,895,415	19,521,637	18,279,387	(1,242,250)
Total Debt Expense	5,458,943	5,754,665	5,754,665	-
Total Department Expenses	25,125,324	27,295,052	25,586,851	(1,708,201)

424 – Solid Waste Enterprise

Contact Information: Don Ciaramella, Chief of Infrastructure and Public Works

Paul Argenzio, Superintendent, 781-286-8149

Location: 321R Charger Street, Revere, MA 02151

Mission Statement

To ensure proper and efficient waste disposal to improve the environment, prevent contamination and reduce waste products in landfill.

FY2020 Accomplishments

- Awarded two grants totaling \$68,000 from the Mass DEP to educate residents and improve the quality of the City's recycling.
- Implemented an 18 week audit of 25% of the City's residents resulting in a 15% downward trend of contamination in those areas.

FY2021 Goals & Objectives

- 1) Goal: To increase public awareness and education regarding the City's recycling program.

Objective: Decrease the cost of the City recycling program.

Mayoral Focus Area: Professionalize City Services, Uphold

Professional & Ethical Standards, Maximize and Modernize Economic Development, Value Diversity.

- 2) Goal: Decrease contamination of curbside pickup.

Objective: To ensure trash and recycling are disposed appropriately.

Mayoral Focus Area: Professionalize City Services, Uphold Professional & Ethical Standards, Maximize and Modernize Economic Development.



Performance Measures

	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>Projected FY 2020</u>
New Trash Carts - Initial Delivery	n/a	n/a	16,582	0
New Trash Carts Subsequent Delivery	n/a	0	643	250
New Trash Carts Purchased	n/a	0	449	150
Recycling Bins Delivered	n/a	81	106	100
Trash Carts Reported Missing	n/a	0	53	25

FY 2021 Budget Summary

Solid Waste/ Recycling Enterprise Fund

A. Direct Costs Appropriated in Enterprise Fund

Salaries and Wages	\$ 408,096
Expenses	4,014,260
Capital Expenditures	340,000

Total Enterprise Appropriated Costs: \$ 4,762,356

B. Costs Appropriated in General Fund Transferred to Solid Waste/ Recycling Enterprise Fund

Health & Dental Insurance	\$ -
Medicare	-
Pensions	-
Shared Employees	-
Shared Facilities	-

Total Costs Appropriated in General Fund & Transferred to Enterprise Fund: \$ -

Total Solid Waste/ Recycling Enterprise Fund Costs: \$ 4,762,356

C. General Fund Subsidy

Revenue - from charges, fines, textiles, etc	\$ 250,000
Less Total Costs	4,762,356

Total General Fund Subsidy: \$ (4,512,356)

D. Source of Funding for Costs Appropriated in Solid Waste/ Recycling Enterprise Fund

Revenue	\$ 250,000
Taxation	4,512,356
From Retained Earnings	-
Free Cash	-

Total Source of Funding for Costs
Appropriated in Solid Waste/ Recycling Enterprise Fund: \$ 4,762,356

424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise

FY2021

Job Title	Service Date	15 Yr Step	# of Hrs for FT Status	FTE # of Hours	FTE	FT Base Salary	Base Salary Request	Other Salary	Clothing	Travel Allowance	Total Salary	Total Salary Other Sources	Total Salary Appropriated
<u>Per Mayor</u>													
Sanitation Supervisor	09/22/86	X	40	40.0	1.00	65,703	67,991	8,500	1,100	2,000	79,591		79,591
Sanitation Supervisor	04/04/88	X	40	40.0	1.00	65,703	67,991	5,400	1,100	-	74,491		74,491
Craftsman	01/04/87	X	40	40.0	1.00	56,050	58,338	5,800	1,100	-	65,238		65,238
Laborer	11/05/18		40	40.0	1.00	50,071	52,359	1,500	1,100	-	54,959		54,959
Craftsman	11/05/18		40	40.0	1.00	53,381	52,359	-	1,100	-	53,459		53,459
Swingshift Working Foreman	12/12/11		40	40.0	1.00	55,819	58,107	1,000	1,100		60,207		60,207
					6.00	346,727	357,145	22,200	6,600	2,000	387,945	-	387,945
												PT Salaries	
												DPW Overtime	20,151
												Per Mayor	408,096

424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise

Account Name	Account Number	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
<u>Rubbish Removal</u>	624232-521400	2,163,000	2,206,260	2,206,260	-
Monthly waste collection/ disposal, ie. recyclable & white goods, yard waste					
<u>Recycling Disposal</u>	624232-521450	300,000	580,000	550,000	(30,000)
<u>Rubbish Disposal</u>	624232-521500	1,220,000	1,370,000	1,220,000	(150,000)
Disposal of yard & curbside waste materials, paint & oil, white goods, etc.					
<u>Computer Services</u>	624232-522400	18,000	18,000	18,000	-
Trash cart tracking software			8,000		
Trash app			10,000		
<u>Pest/ Rodent Control</u>	624232-524000	20,000	20,000	5,000	(15,000)
<u>Capital Outlay</u>	624238-580000	340,000	340,000	340,000	-
Trash barrels - lease.					
<u>New Equipment</u>	624238-587100	20,000	20,000	15,000	(5,000)
Purchase of additional waste or recycling barrels as needed.					
Total Non Payroll Expenditures		4,081,000	4,554,260	4,354,260	(200,000)
Footnotes:					

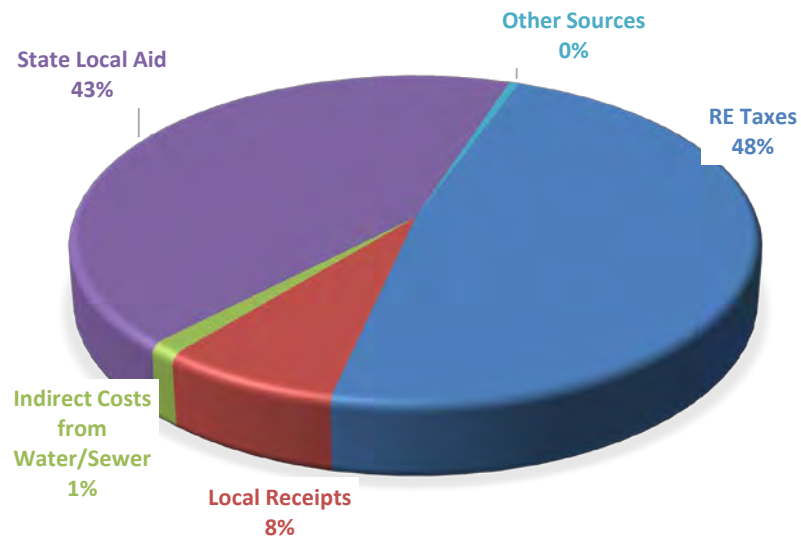
Total Department Expenses

	Adopted FY 2020	Dep Req FY 2021	Mayor Req FY 2021	Difference
Total Payroll Expenses	395,584	415,507	408,096	(7,411)
Total Non Payroll Expenses	4,081,000	4,554,260	4,354,260	(200,000)
Total Department Expenses	4,476,584	4,969,767	4,762,356	(207,411)

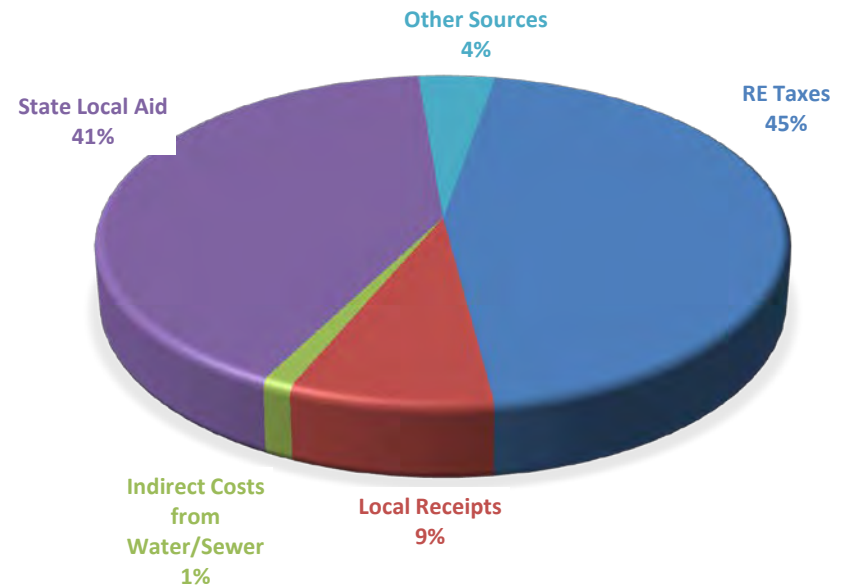
TOTAL GENERAL FUND REVENUES

The City of Revere receives revenues from a variety of sources, including taxes, fees, licenses and intergovernmental transfers. In order to project future revenues, the City uses a conservative historical analysis. The financial team also incorporates any major outside factors which may affect the overall environment of the coming fiscal year, such as changes in state laws or city policies, or general economic growth or contraction. By analyzing historical trends and foreseeable future changes, the financial team tries to ensure stability in City finances, and avoid either budgetary shortfalls or excess collections.

**FY 2021 ESTIMATED REVENUES
GENERAL FUND**

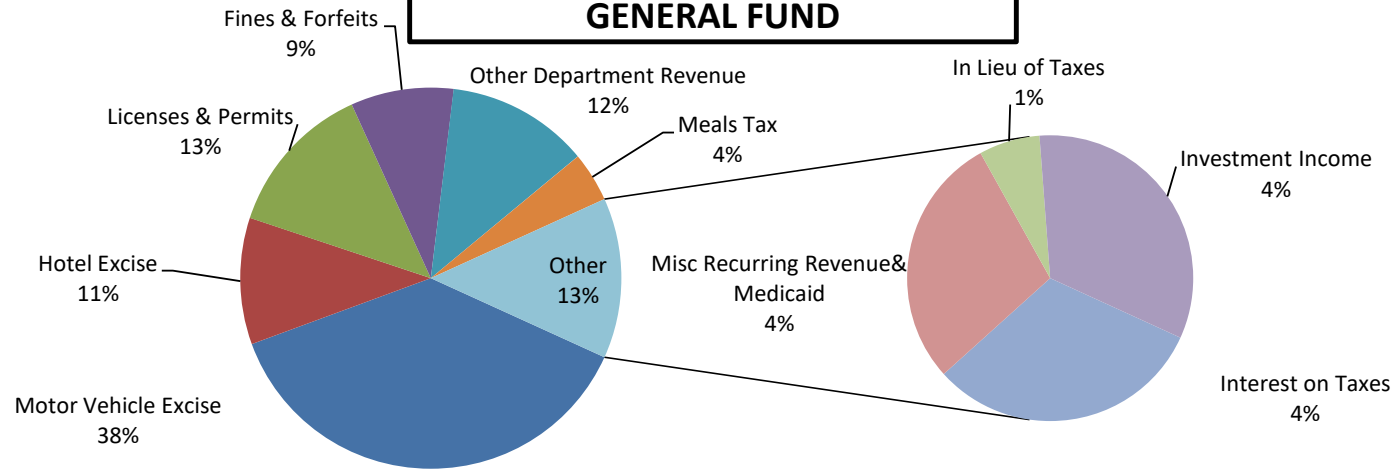


**FY 2020 ESTIMATED REVENUES
GENERAL FUND**

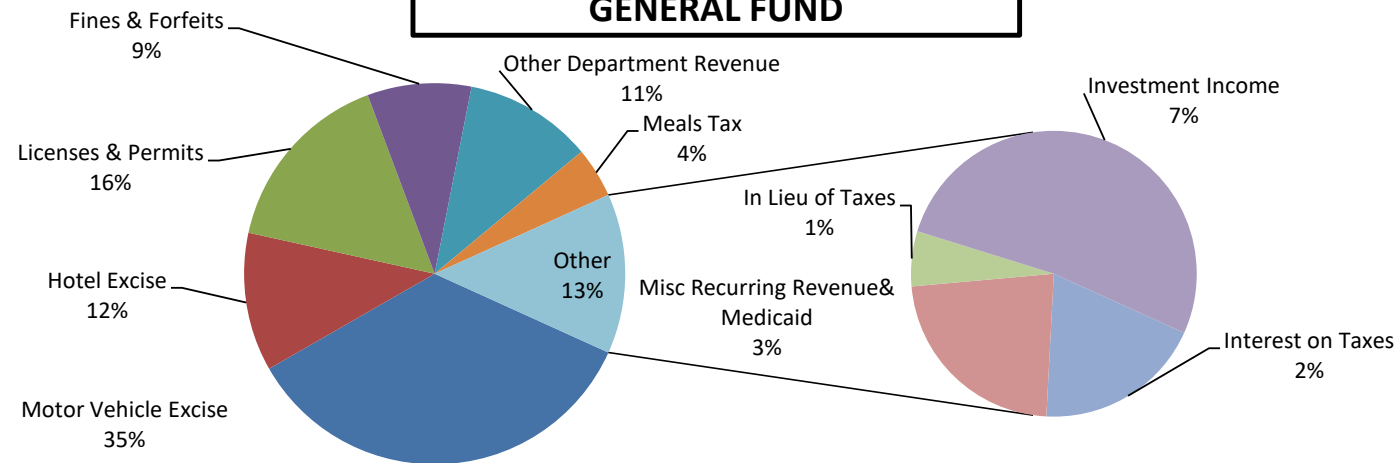


LOCAL RECEIPTS - GENERAL FUND

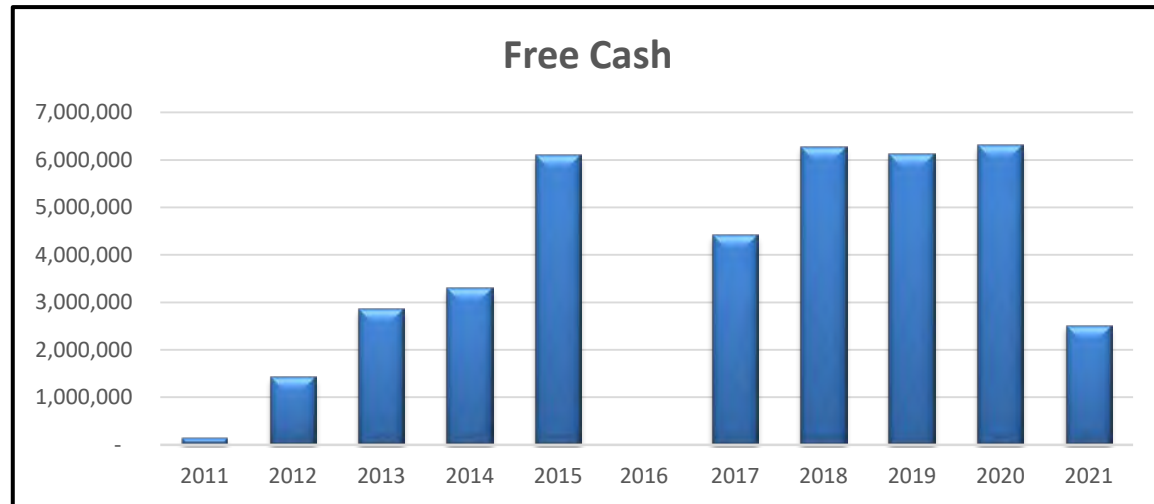
FY 2021 ESTIMATED LOCAL RECEIPTS GENERAL FUND



FY 2020 ESTIMATED LOCAL RECEIPTS GENERAL FUND



<u>FREE CASH</u>		
2011	145,848	10 FC
2012	1,419,030	11 FC
2013	2,851,427	12 FC
2014	3,292,270	13 FC
2015	6,088,407	14 FC
2016	-	
2017	4,412,174	15,16FC
2018	6,273,580	17 FC
2019	6,127,553	18 FC
2020	6,303,811	19 FC
2021	2,500,000	Est



Free cash is the remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the prior year, excess of actual receipts and budgeted line item funds unused. The amount certified is reduced by unpaid taxes and certain deficits as of June 30th.

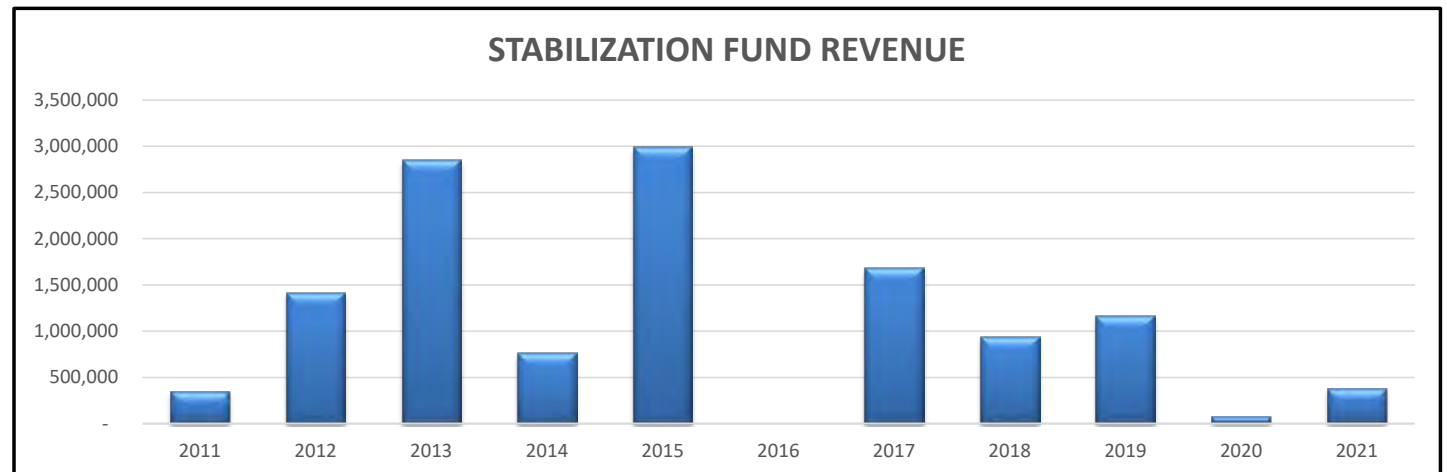
The chart above and narrative below present information about Free Cash, the undesignated Fund Balance available to be appropriated. In 2003, the City of Revere adopted a policy whereby a minimum of 15% of annual certified free cash is appropriated into the Stabilization Fund.

All municipal governments should maintain reserves which can be used for special purposes or in case of emergencies. Credit rating agencies look at the reserves as a measure to determine whether a city or town is being managed well. These reserves are officially the Undesignated General Fund Balance, commonly referred to as Free Cash. They represent the amount of fund balance which the City has not currently designated for any specific purpose.

Each year, the State examines the City's books and certifies the amount that the City has in available reserves or Free Cash. City ordinances state that within ninety days of the certification of Free Cash by the Department of Revenue, the mayor and city council shall approve a transfer to the Stabilization Fund of at least 15% of the total certified free cash.

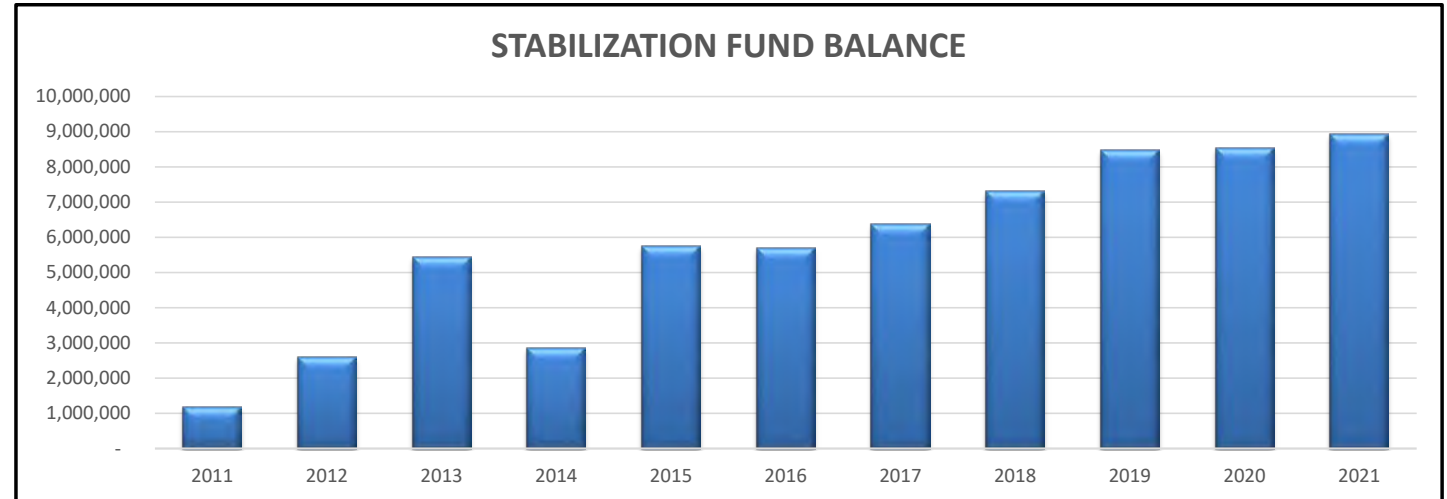
At June 30, 2019, the most recent year that has been certified by the state, Free Cash totaled \$6,303,811. It is anticipated that free cash will decrease to approximately \$2.5 million due to the revenue shortfalls that resulted from the pandemic in March 2020.

<u>STABILIZATION FUND</u>		
<u>FY</u>	<u>REVENUE</u>	<u>FUND BALANCE</u>
2011	345,848	1,169,095
2012	1,419,030	2,588,125
2013	2,851,427	5,439,552
2014	759,925	2,849,477
2015	2,987,948	5,763,259
2016	-	5,691,259
2017	1,678,683	6,369,943
2018	941,037	7,310,980
2019	1,161,473	8,472,453
2020	73,421	8,545,874
2021	375,000	8,920,874



A stabilization fund is a fund designed to accumulate amounts for capital and other future spending purchases. A stabilization fund was created by the City pursuant to M.G.L. c.40 §5B, in which the city treasurer is the custodian of the fund.

The fund can be used for any lawful purpose, including any purpose for which the city may borrow money lawfully. Any appropriation or transfer of funds into or out of this stabilization fund must be approved by two thirds of the city council.

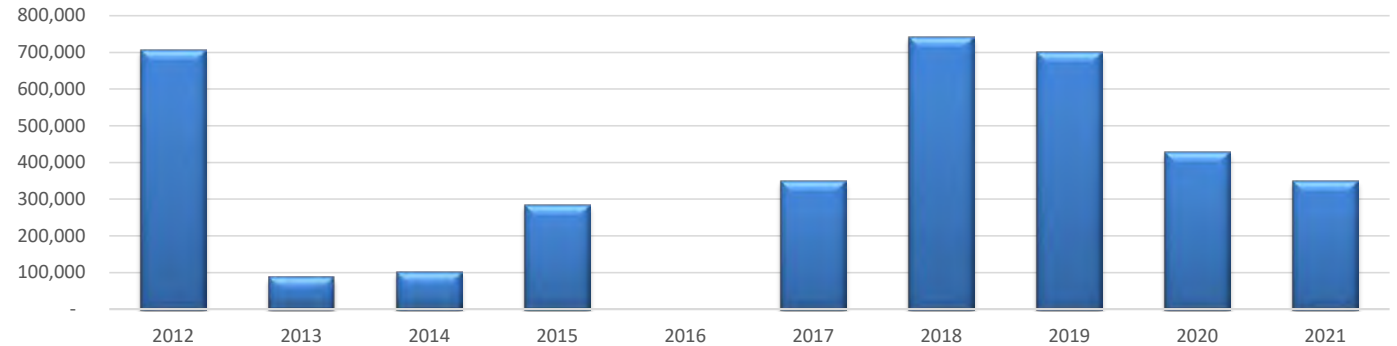


Revenue sources for the stabilization fund are as follows:

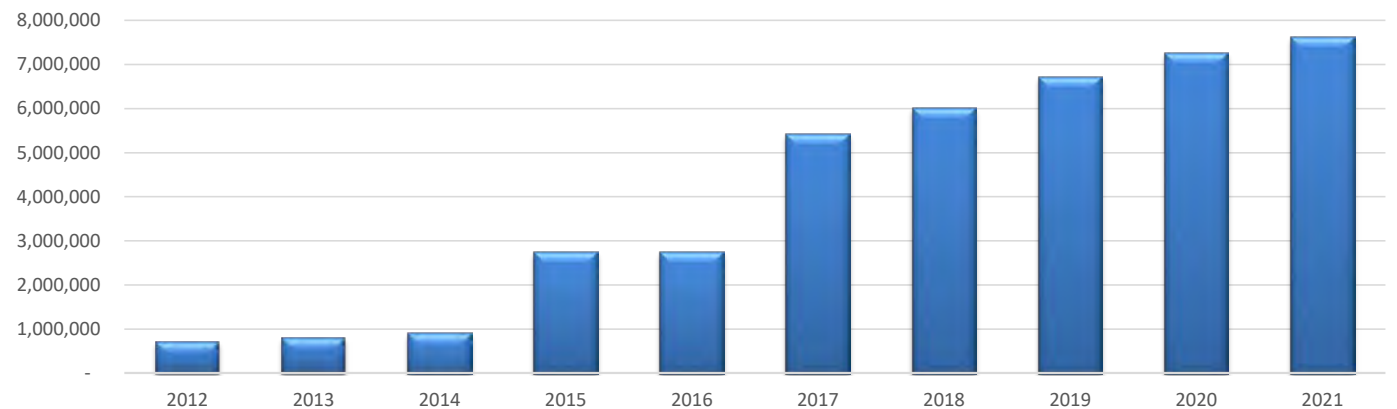
- a) Free cash: Per city ordinance, within ninety days of the certification of free cash by the department of revenue, the mayor shall present to the city council, a transfer of a sum at a minimum of fifteen percent from the total free cash amount certified by the Department of Revenue to the Stabilization Fund.
- b) Sale of Property: Per city ordinance, within ninety days of the receipt of any funds from the sale of city owned property, the mayor shall present to the city council, a transfer to the Stabilization Fund from a sum at least fifteen percent of the total sale price as certified by the treasurer. Funds from this source shall be separately accounted for and utilized only for purposes allowed by M.G.L. c. 44, § 63.
- c) Other: The mayor and city council may agree to make transfers to the stabilization fund from any other source, provided that any such transfers are approved by a two-thirds vote of the city council.

WS ENTERPRISE STABILIZATION FUND

FY	REVENUE	FUND BALANCE
2012	705,095	705,095
2013	86,043	791,138
2014	101,545	892,683
2015	283,721	2,734,158
2016	-	2,734,158
2017	350,357	5,419,751
2018	741,023	6,007,774
2019	699,394	6,707,168
2020	428,846	7,261,554
2021	350,000	7,611,554

WATER SEWER ENTERPRISE STABILIZATION FUND REVENUE

A stabilization fund is a fund designed to accumulate amounts for capital and other future spending purchases. A stabilization fund was created by the City pursuant to M.G.L. c.40 §5B, in which the city treasurer is the custodian of the fund. The fund can be used for any lawful purpose, including any purpose for which the city may borrow money lawfully. Any appropriation or transfer of funds into or out of this stabilization fund must be approved by two thirds of the city council.

WATER SEWER ENTERPRISE STABILIZATION FUND BALANCE

Revenue sources for the stabilization fund are as follows:

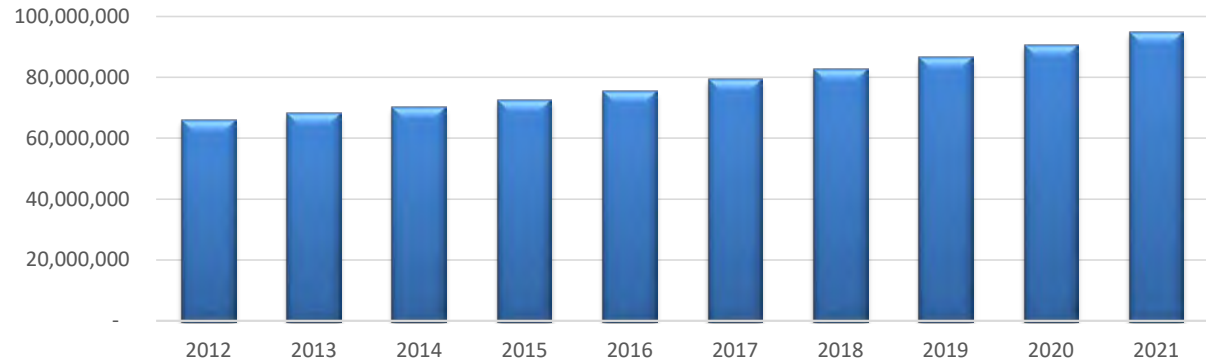
- Free cash: Per city ordinance, within ninety days of the certification of free cash by the department of revenue, the mayor shall present to the city council, a transfer of a sum at a minimum of fifteen percent from the total free cash amount certified by the Department of Revenue to the Stabilization Fund.
- Other: The mayor and city council may agree to make transfers to the stabilization fund from any other source, provided that any such transfers are approved by a two-thirds vote of the city council.

City of Revere - Local Revenue - 10 Year Analysis

Real & Personal Property Taxes

	Actual
2012	65,846,684
2013	67,981,190
2014	70,301,600
2015	72,494,502
2016	75,555,755
2017	79,270,645
2018	82,651,350
2019	86,350,244
2020	90,462,324 RECAP
2021	94,803,156 Projected

Real & Personal Property Taxes

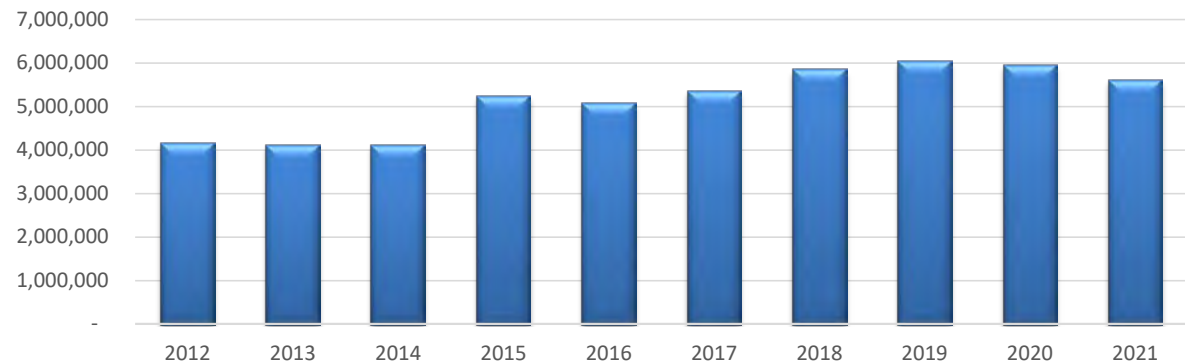


Real Estate & Personal Property Taxes: Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due quarterly in each fiscal year, and are subject to penalties and interest if they are not paid by the due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Motor Vehicle Excise

	Actual
2012	4,150,000
2013	4,100,000
2014	4,100,000
2015	5,239,805
2016	5,081,711
2017	5,350,845
2018	5,844,249
2019	6,040,326
2020	5,950,000 RECAP
2021	5,600,000 Projected

Motor Vehicle Excise



Motor Vehicle Excise: The Motor Vehicle Excise rate is \$25 per \$1000 valuation, per MGL Chapter 60A, Section 1. This revenue is collected by the City based on data provided by the Mass. Registry of Motor Vehicles. The Registry determines valuation based on manufacturer's list price and year of manufacture. The motor vehicle excise tax is collected by the City or Town in which a vehicle is principally garaged at the time of registration. For FY2021, it is anticipated that Motor Vehicle Excise taxes will decrease \$350,000, or 5.9%, due to anticipated decreases in the amount of new vehicles purchased within the City. We hope that the economic recovery will bring these revenues back to FY2019-2020 levels beginning in FY2022.

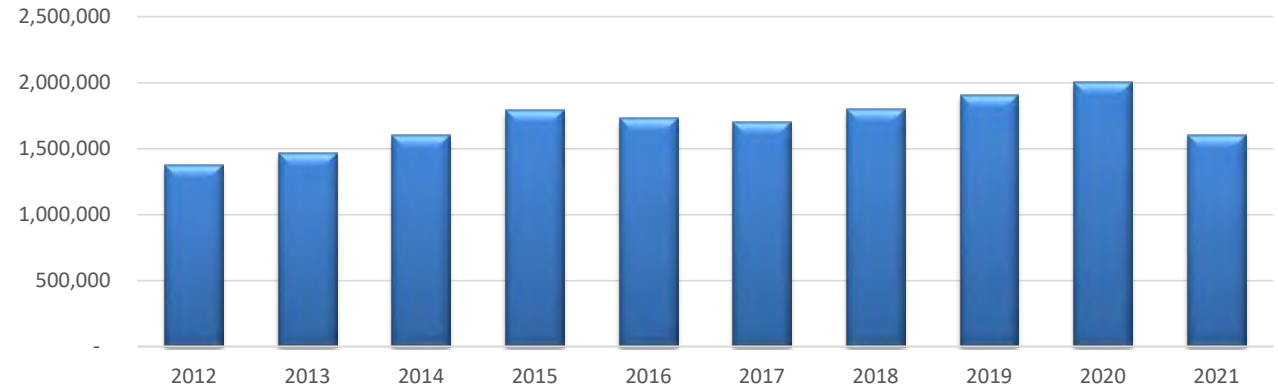
City of Revere - Local Revenue - 10 Year Analysis

Hotel Excise

Actual

2012	1,376,171	
2013	1,464,524	
2014	1,598,288	
2015	1,788,577	
2016	1,727,749	
2017	1,699,684	
2018	1,796,177	
2019	1,903,018	
2020	2,000,000	RECAP
2021	1,600,000	Projected

Hotel Excise Taxes



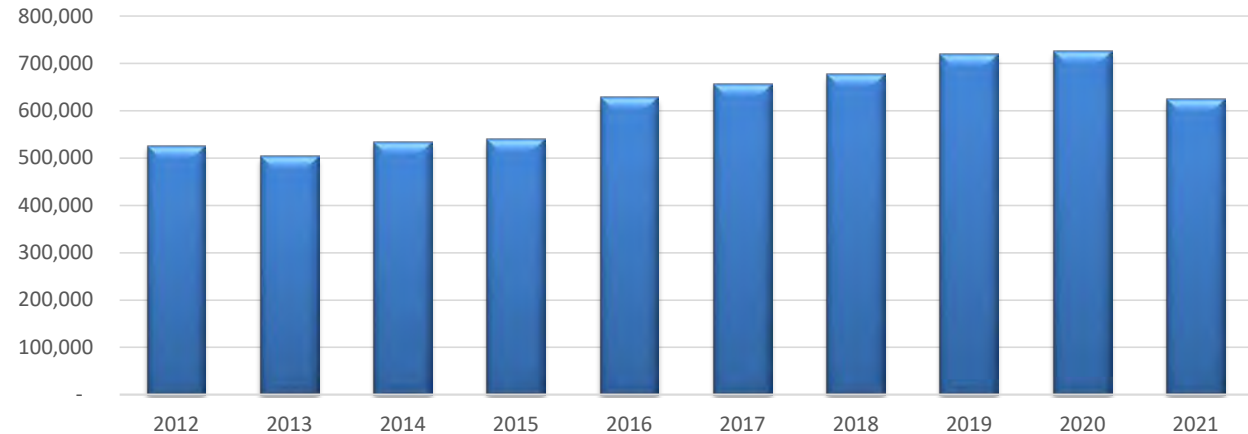
Hotel Excise Taxes: (Room Occupancy Excise-MGL Chapter 64G) Hotel Excise taxes are taxes received through the state that are collected from all hotels, motels, and other lodging houses within the City up to a maximum rate of 6% of the total amount of rent for each such occupancy. It is anticipated that the Hotel Taxes will decrease by 20% in FY2021 due to the economic downturn that resulted from the pandemic.

Meals Tax

Actual

2012	526,360	
2013	502,495	
2014	533,565	
2015	537,968	
2016	626,835	
2017	657,244	
2018	675,481	
2019	720,250	
2020	725,000	RECAP
2021	625,000	Projected

Meals Tax



Meals Tax: (MGL Chapter 27 §60 and 156 of the Acts of 2009). Meals tax has increased each year since its inception in FY2012 due to the increase in development within the City. Many new restaurants have been opened within the last two years, which helps the continued growth of the local options meals tax. However, it is anticipated that these revenues will decrease by \$100,000, or 13.8%, in FY2021 due to the pandemic. While most of the restaurants will be opened by the beginning of FY2021, it is highly unlikely that everyone will rush to go out to restaurants immediately. Social distancing will also decrease the capacity of many of the restaurants, which will also affect the bottom line. It is anticipated that these revenues will revert back to the FY2018-FY2019 levels, and beyond, for FY2022.

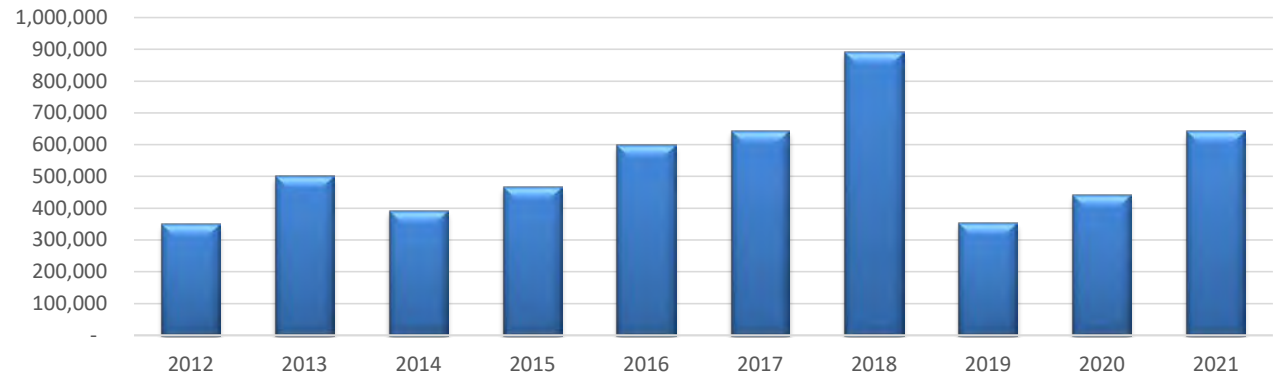
City of Revere - Local Revenue - 10 Year Analysis

Interest on Taxes

Actual

2012	350,000
2013	500,000
2014	390,000
2015	465,719
2016	597,950
2017	641,505
2018	889,791
2019	351,221
2020	440,000 RECAP
2021	640,000 Projected

Interest on Taxes



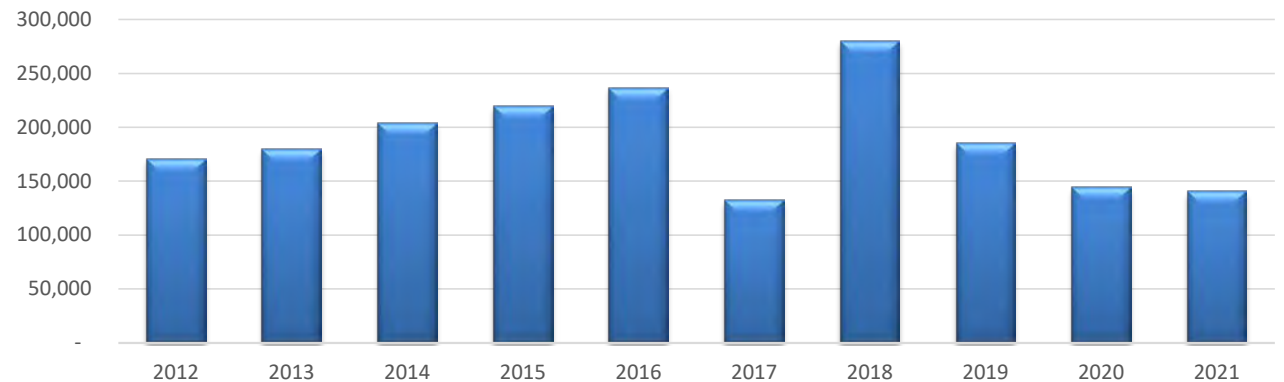
Interest on Taxes: This category includes interest and penalties on all delinquent taxes and tax title accounts. It also contains demand fees on real and personal property taxes as well as demands and warrants on late motor vehicle excise taxes and boat excise taxes. Interest on taxes is expected to rise to the FY2017-2018 levels due to the poor economy and the inability for property owners to make timely payments. Further, MGL allowed for the deferral of tax payments and the waiving of interest during FY2020, which should lead to increased interest income for FY2021.

Payment In Lieu of Taxes

Actual

2012	170,000
2013	179,500
2014	204,000
2015	219,835
2016	236,873
2017	132,506
2018	279,961
2019	185,119
2020	144,000 RECAP
2021	140,000 Projected

Payment in Lieu of Taxes



Payment in Lieu of Taxes: Many communities, including Revere, are incapable of putting all property within its borders to productive, tax generating uses. Federal, state and municipal facilities, hospitals, churches, and colleges are examples of uses that are typically exempt from local property tax payments. The City has this type of agreement with several entities, including the Revere Housing Authority.

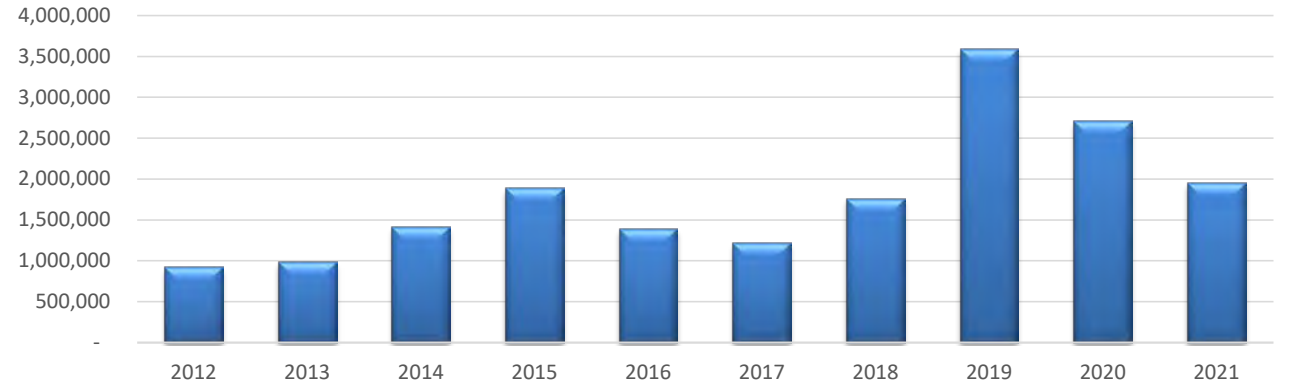
City of Revere - Local Revenue - 10 Year Analysis

Licenses and Permits

Actual

2012	914,911	
2013	985,547	
2014	1,411,278	
2015	1,881,508	
2016	1,382,497	
2017	1,215,769	
2018	1,759,986	
2019	3,587,974	
2020	2,700,000	RECAP
2021	1,950,000	Projected

Licenses and Permits



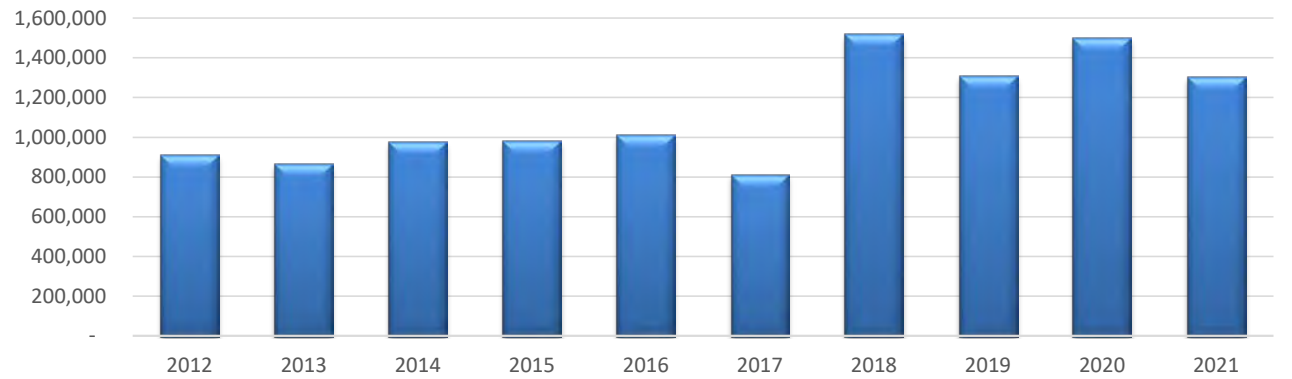
Licenses and Permits: License and Permit revenues arise from the City's regulation of certain activities (e.g., selling alcoholic beverages). Engagement in these activities for a specific period requires a person or organization to pay a license fee. All fees are set either by: State law, City By-Law or Licensing Body. A decrease in revenues of \$550,000 is anticipated for FY2021 due to the economic downturn.

Fines and Forfeits

Actual

2012	908,409	
2013	864,368	
2014	975,598	
2015	977,642	
2016	1,010,412	
2017	812,165	
2018	1,516,913	
2019	1,305,851	
2020	1,500,000	RECAP
2021	1,300,000	Projected

Fines and Forfeits



Fines and Forfeits: *Court Fines* - Non parking offenses result in fines for moving violations. The police department has been focused on enforcing speed limits in local neighborhoods, due to the community's desire for public safety. Other moving violations that are included in this category are driving while intoxicated, passing in the wrong lane, and failing to stop at a traffic signal. These fines, collected by the District Court, are distributed to the City on a monthly basis.

Parking Fines - The collection of outstanding parking fines continues to be an important source of revenue to the City. The timely collection of fines has been aided by automation, and violators are prohibited from renewing their driver's licenses and registrations until all outstanding tickets are paid in full under State law. Like Motor Vehicle Excise, those individuals who do not pay their parking tickets in a timely manner are not allowed to renew registrations and licenses through a 'marking process' at the RMV. The City of Revere notifies the Registry of delinquent fine payers, through its deputy collector, who prepares parking ticket delinquent files for the Registry of Motor Vehicles. We anticipate a decrease in fines and forfeits in FY2021 due to less vehicles on the road due to the rise in unemployment.

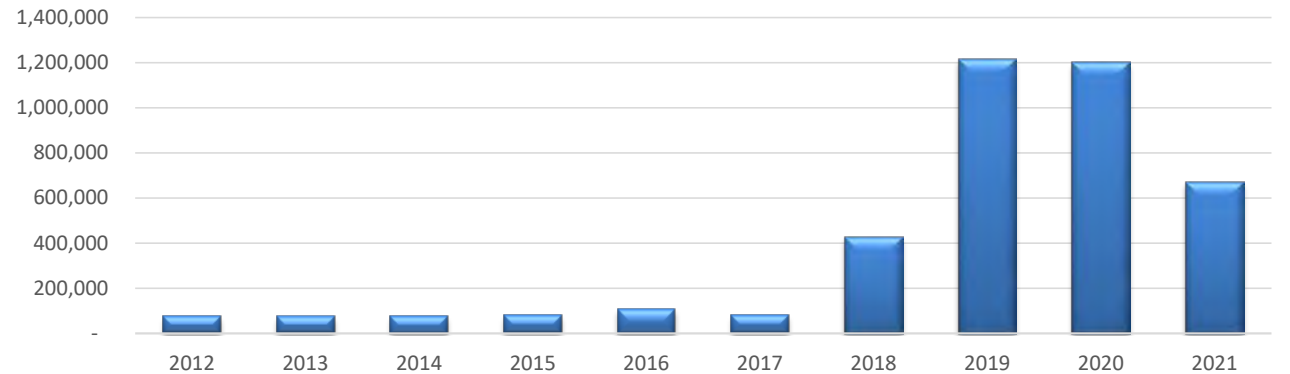
City of Revere - Local Revenue - 10 Year Analysis

Investment Income

Actual

2012	74,996	
2013	72,764	
2014	78,035	
2015	79,004	
2016	106,959	
2017	80,000	
2018	425,818	
2019	1,214,506	
2020	1,200,000	RECAP
2021	670,000	Projected

Investment Income



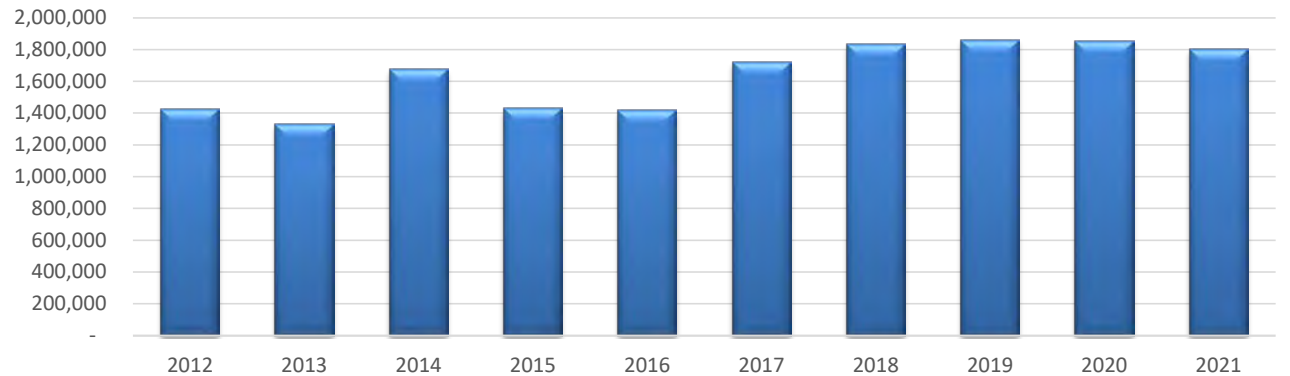
Interest Income: Under Chapter 44 Section 55 B of the Massachusetts General Laws, all monies held in the name of the City, which are not required to be kept liquid for purposes of distribution, shall be invested in order to receive payment of interest on the money at the highest possible rate reasonably available. The investment decision must take into account safety, liquidity and yield. The City Treasurer is looking to maximize our earning potential by evaluating investing options. Decreases in investment income are anticipated due to the shortfall of revenue that resulted from the pandemic. Lower interest rates will also result in lower investment income.

Other Department Revenue

Actual

2012	1,421,894	
2013	1,330,819	
2014	1,677,383	
2015	1,427,482	
2016	1,419,000	
2017	1,719,515	
2018	1,835,193	
2019	1,863,198	
2020	1,850,000	RECAP
2021	1,800,000	Projected

Other Departmental Revenue



Other Departmental Revenue: Other departmental revenues include revenues collected by the City Clerk, Department of Public Works, Assessors, Health Department, Municipal Inspections, Collector/Treasurer, and other departments. It is anticipated that these revenues will remain relatively steady in FY2021.

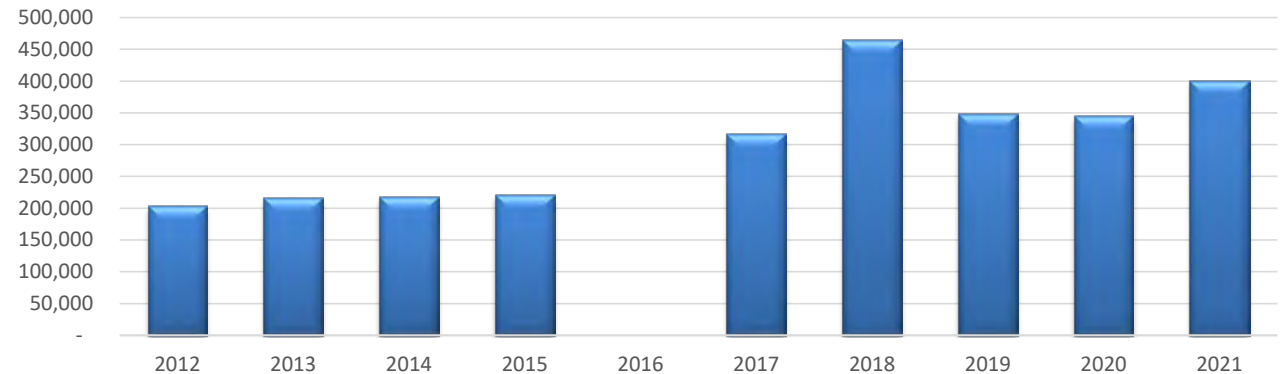
City of Revere - Local Revenue - 10 Year Analysis

Miscellaneous Recurring

Actual

2012	202,450
2013	215,198
2014	216,937
2015	219,922
2016	-
2017	315,691
2018	463,922
2019	347,596
2020	345,000 RECAP
2021	400,000 Projected

Miscellaneous Recurring



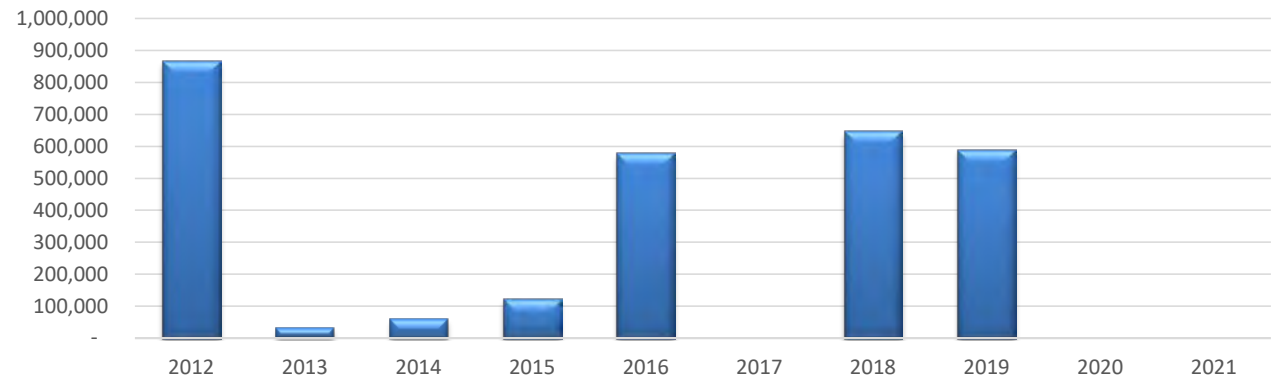
Miscellaneous Recurring Revenue: This category is used for all 'other' non-categorized income such as revenue from sale of copies of reports generated by a department, sale of data from tax files, collector fees, refunds, bad checks, etc.

Miscellaneous Non-Recurring Revenue

Actual

2012	866,304
2013	31,893
2014	59,997
2015	120,346
2016	577,027
2017	-
2018	645,525
2019	589,544
2020	- RECAP
2021	- Projected

Miscellaneous Non-Recurring Revenue



Miscellaneous Non-Recurring Revenue: This category is used for all one time income sources. We do not typically estimate revenues in misc. non-recurring for budgeting purposes.

City of Revere - Changes in Fund Balance - 10 Year Analysis

CHANGES IN FUND BALANCE BY FISCAL YEAR

GENERAL FUND - 01				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	16,872,168	20,915,450	4,043,282	19%
FY 2013	20,915,450	20,501,186	(414,264)	-2%
FY 2014	20,501,186	24,562,941	4,061,755	17%
FY 2015	24,562,941	21,357,611	(3,205,330)	-15%
FY 2016	21,357,611	22,291,324	933,713	4%
FY 2017	22,291,324	26,237,438	3,946,114	15%
FY 2018	26,237,438	22,184,155	(4,053,283)	-18%
FY 2019	22,184,155	24,231,053	2,046,898	8%
FY 2020 Est.	24,231,053	24,581,053	350,000	1%
FY 2021 Est.	24,581,053	24,931,053	350,000	1%

WATER/SEWER ENTERPRISE FUND - 60				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	1,798,547	1,514,497	(284,050)	-19%
FY 2013	1,514,497	2,392,684	878,188	37%
FY 2014	2,392,684	4,026,210	1,633,525	41%
FY 2015	4,026,210	2,878,582	(1,147,628)	-40%
FY 2016	2,878,582	5,057,610	2,179,028	43%
FY 2017	5,057,610	6,009,681	952,071	16%
FY 2018	6,009,681	5,835,229	(174,452)	-3%
FY 2019	5,835,229	5,879,403	44,173	1%
FY 2020 Est.	5,879,403	6,079,403	200,000	3%
FY 2021 Est.	6,079,403	6,279,403	200,000	3%

STABILIZATION FUND - GENERAL FUND - 8415				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	1,244,428	2,663,458	1,419,030	53%
FY 2013	2,663,458	5,514,885	2,851,427	52%
FY 2014	5,514,885	2,924,810	(2,590,075)	-89%
FY 2015	2,924,810	5,838,592	2,913,782	50%
FY 2016	5,838,592	5,766,592	(72,000)	-1%
FY 2017	5,766,592	6,445,276	678,684	11%
FY 2018	6,445,276	7,386,313	941,037	13%
FY 2019	7,386,313	8,472,453	1,086,140	13%
FY 2020 Est.	8,472,453	8,545,874	73,421	1%
FY 2021 Est.	8,545,874	8,920,874	375,000	4%

STABILIZATION FUND - WATER/SEWER ENTERPRISE - 8440				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	93,627	798,722	705,095	88%
FY 2013	798,722	884,765	86,043	10%
FY 2014	884,765	986,310	101,545	10%
FY 2015	986,310	2,827,785	1,841,475	65%
FY 2016	2,827,785	2,827,785	-	0%
FY 2017	2,827,785	5,513,378	2,685,593	49%
FY 2018	5,513,378	6,101,401	588,023	10%
FY 2019	6,101,401	6,707,168	605,767	9%
FY 2020 Est.	6,707,168	7,000,000	292,832	4%
FY 2021 Est.	7,000,000	7,500,000	500,000	7%

City of Revere - Changes in Fund Balance - 10 Year Analysis

CHANGES IN FUND BALANCE BY FISCAL YEAR

HEALTH INSURANCE TRUST FUND - 8402

	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	6,417,336	5,407,209	(1,010,127)	-19%
FY 2013	5,407,209	4,207,384	(1,199,826)	-29%
FY 2014	4,207,384	4,660,791	453,407	10%
FY 2015	4,660,791	3,457,195	(1,203,596)	-35%
FY 2016	3,457,195	4,225,395	768,200	18%
FY 2017	4,225,395	2,917,504	(1,307,891)	-45%
FY 2018	2,917,504	3,457,504	540,000	16%
FY 2019	3,457,504	3,476,073	18,569	1%
FY 2020 Est.	3,476,073	3,500,000	23,927	1%
FY 2021 Est.	3,500,000	3,500,000	-	0%

WORKERS COMP INS FUND - 8404

	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	-	-	-	0%
FY 2013	-	-	-	0%
FY 2014	-	-	-	0%
FY 2015	-	-	-	0%
FY 2016	-	-	-	0%
FY 2017	-	-	-	0%
FY 2018	-	386,924	386,924	100%
FY 2019	386,924	293,327	(93,596)	-32%
FY 2020 Est.	293,327	300,000	6,673	2%
FY 2021 Est.	300,000	300,000	-	0%

COMMUNITY LAND DEVELOPMENT TRUST FUND - 8405

	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	59	59	0	0%
FY 2013	59	59	-	0%
FY 2014	59	59	-	0%
FY 2015	59	367,705	367,646	100%
FY 2016	367,705	367,705	0	0%
FY 2017	367,705	806,128	438,423	54%
FY 2018	806,128	755,805	(50,323)	-7%
FY 2019	755,805	505,106	(250,699)	-50%
FY 2020 Est.	505,106	600,000	94,894	16%
FY 2021 Est.	600,000	600,000	-	0%

STABILIZATION FUND - CAPITAL IMPROVEMENT - 8411

	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	-	-	-	0%
FY 2013	-	-	-	0%
FY 2014	-	-	-	0%
FY 2015	-	-	-	0%
FY 2016	-	-	-	0%
FY 2017	-	1,000,000	1,000,000	100%
FY 2018	1,000,000	981,716	(18,284)	-2%
FY 2019	981,716	1,082,526	100,810	9%
FY 2020 Est.	1,082,526	1,200,000	117,474	10%
FY 2021 Est.	1,200,000	1,300,000	100,000	8%

City of Revere - Changes in Fund Balance - 10 Year Analysis

CHANGES IN FUND BALANCE BY FISCAL YEAR

COMMUNITY SCHOLARSHIP FUND - 8407				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	30,378	36,096	5,718	16%
FY 2013	36,096	36,994	898	2%
FY 2014	36,994	34,898	(2,096)	-6%
FY 2015	34,898	36,580	1,682	5%
FY 2016	36,580	75,552	38,972	52%
FY 2017	75,552	76,089	536	1%
FY 2018	76,089	56,592	(19,496)	-34%
FY 2019	56,592	44,068	(12,524)	-28%
FY 2020 Est.	44,068	40,000	(4,068)	-10%
FY 2021 Est.	40,000	40,000	-	0%

POST EMPL BENE STABILIZATION - 8413				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	-	-	-	0%
FY 2013	-	-	-	0%
FY 2014	-	-	-	0%
FY 2015	-	-	-	0%
FY 2016	-	-	-	0%
FY 2017	-	-	-	0%
FY 2018	-	250,000	250,000	100%
FY 2019	250,000	504,144	254,144	50%
FY 2020 Est.	504,144	780,000	275,856	35%
FY 2021 Est.	780,000	780,000	-	0%

SICK LEAVE BUY BACK STAB - 8414				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	-	-	-	0%
FY 2013	-	-	-	0%
FY 2014	-	-	-	0%
FY 2015	-	-	-	0%
FY 2016	-	-	-	0%
FY 2017	-	-	-	0%
FY 2018	-	425,000	425,000	100%
FY 2019	425,000	70,370	(354,630)	-504%
FY 2020 Est.	500,000	100,000	(400,000)	-400%
FY 2021 Est.	500,000	100,000	(400,000)	-400%

CABLE LOCAL ACCESS FUND - 8950				
	BEG FB	END FB	INC/(DEC)	% VAR
FY 2012	2,074	2,074	-	0%
FY 2013	2,074	2,074	-	0%
FY 2014	2,074	2,074	-	0%
FY 2015	2,074	2,074	-	0%
FY 2016	2,074	2,074	-	0%
FY 2017	2,074	2,074	-	0%
FY 2018	2,074	2,074	-	0%
FY 2019	2,074	(1,157)	(3,231)	279%
FY 2020 Est.	(1,157)	2,074	3,231	156%
FY 2021 Est.	2,074	2,074	-	0%

Revenue Detail: Summary Charts

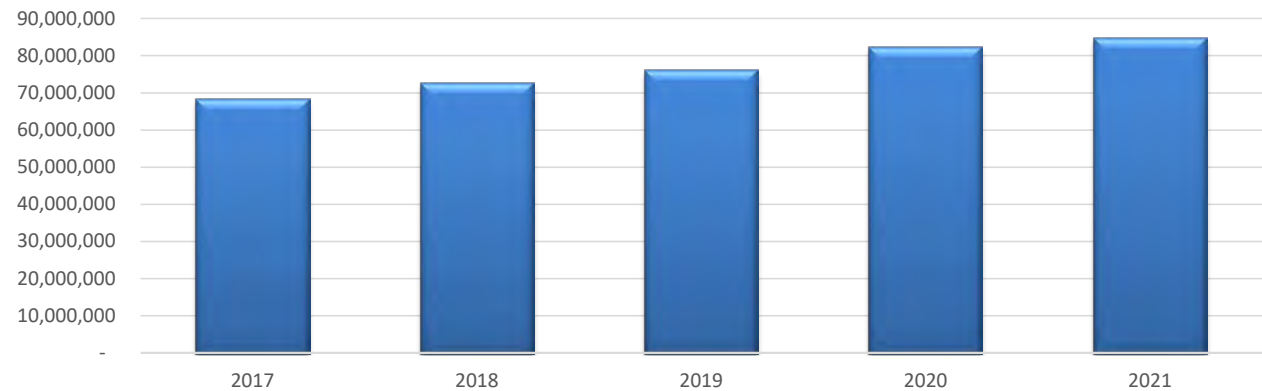
State Local Aid Receipts ("Cherry Sheet") - The Cherry Sheet is the official notification by the Commissioner of Revenue to municipalities and school districts of estimated state aid to be paid and charges to be assessed over the next fiscal year. Cherry Sheets are issued once the state budget is enacted by the Legislature and approved by the Governor. Funds received under programs designated as "Offset Items" may be spent without appropriation in the local budget. All other receipt items on the Cherry Sheet are considered revenues of the municipality or regional school district's general fund and may be spent for any purpose, subject to appropriation.

Total Cherry Sheet Revenue (Net of Offsets)

Actual

2017	68,332,501
2018	72,541,380
2019	75,899,584
2020	82,188,178 Projected
2021	84,571,840 Projected

Total Cherry Sheet Revenue Net of Offsets



Total Cherry Sheet Revenue (Net of Offsets) - The total of all cherry sheet revenue is shown above.

Library Offset Receipts

Actual

2017	71,824
2018	68,004
2019	70,187
2020	71,141 Projected
2021	64,148 Projected

Cherry Sheet Offsets -

The state provides receipts that are paid directly to departments through state granting agencies and are not part of the City's General Fund Cherry Sheet Revenue.

Although the School Lunch program is funded in both the FY2016 final budget and the Governor's budget proposal, the state has removed the estimate from the cherry sheet as this program is an education offset that has no impact on the tax rate setting.

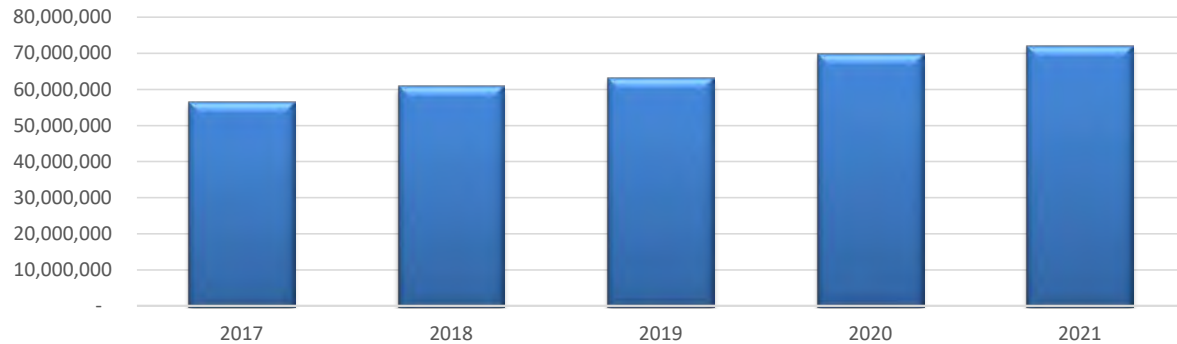
Revenue Detail: Summary Charts

Chapter 70 Reimbursement

Actual

2017	56,509,506	
2018	60,733,485	
2019	63,146,237	
2020	69,669,229	Projected
2021	72,177,946	Projected

Cherry Sheet - Chapter 70



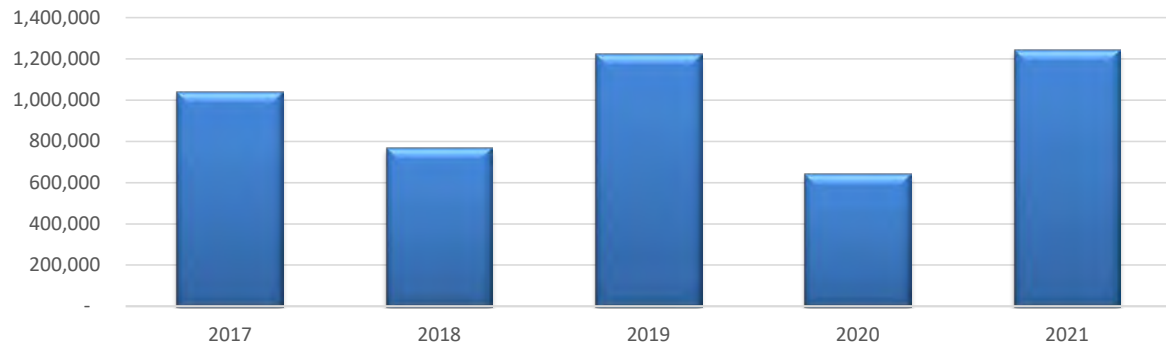
Chapter 70 - Education Reform was undertaken in an effort to ensure both adequate funding of the Commonwealth's public schools and to bring equity to local taxation effort based on a community's ability to pay. Before receiving any educational aid, all districts are required to submit End of Year Pupil and Financial Reports to the Department of Elementary and Secondary Education.

Charter School Reimbursement

Actual

2017	1,041,005	
2018	767,855	
2019	1,223,104	
2020	640,443	Projected
2021	1,241,907	Projected

Cherry Sheet - Charter School



Charter School Reimbursement - The purpose of this revenue is to reimburse sending districts for the student tuition and the capital facilities tuition component they pay to Commonwealth charter schools. Sending districts are reimbursed a portion of the costs associated with pupils attending charter schools beginning with the second quarterly distribution.

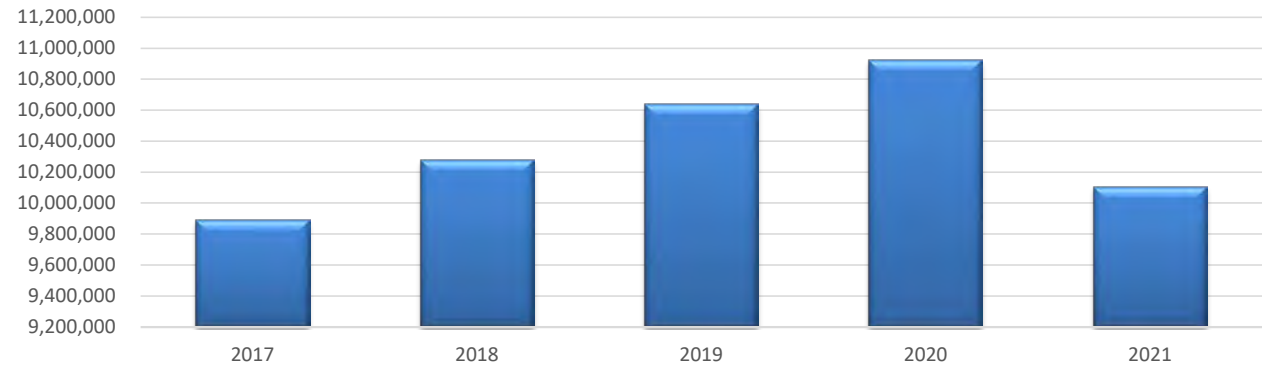
Revenue Detail: Summary Charts

Unrestricted General Government Aid

Actual

2017	9,890,756	
2018	10,276,496	
2019	10,636,173	
2020	10,923,350	Projected
2021	10,106,284	Projected

Cherry Sheet - Unrestricted General Government Aid



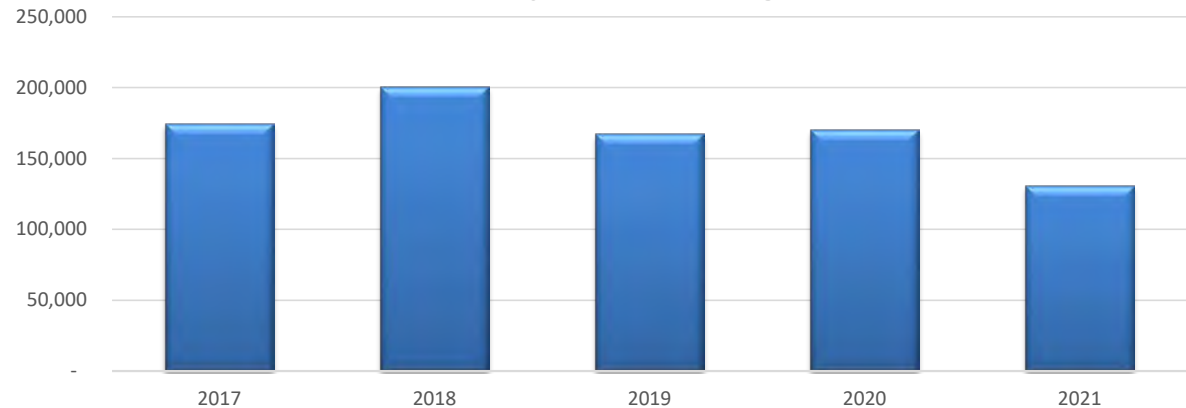
Unrestricted General Government Aid - The purpose of this aid is to provide general purpose financial assistance to municipalities. The Lottery formula is equalizing, with municipalities with lower property values receiving proportionately more aid than those with greater property values.

Local Share of Racing Taxes

Actual

2017	174,152	
2018	200,094	
2019	166,731	
2020	169,794	Projected
2021	130,585	Projected

Cherry Sheet - Racing Taxes



Local Share of Racing Taxes - To return a portion of the taxes collected from race tracks to those municipalities where the tracks are located. The Racing Commission certifies to the Treasurer the amounts to be distributed.

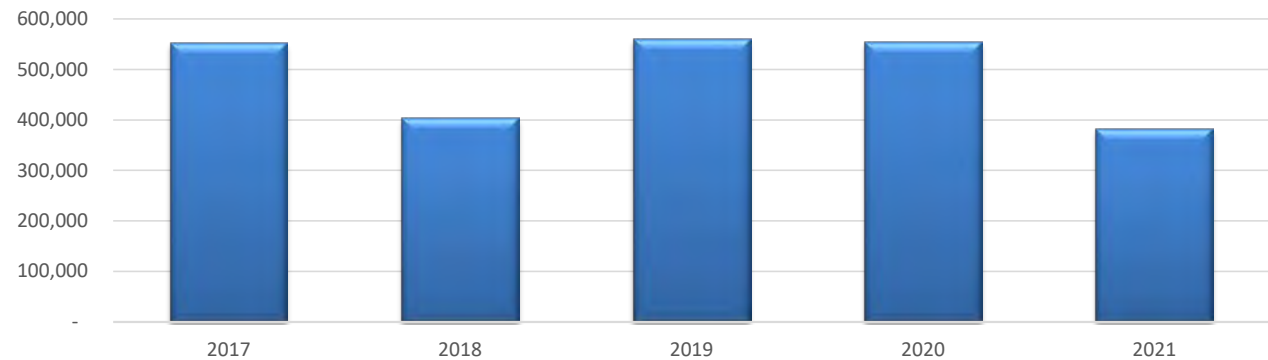
Revenue Detail: Summary Charts

Veterans' Benefits

Actual

2017	552,833
2018	404,200
2019	561,019
2020	554,812 Projected
2021	382,235 Projected

Cherry Sheet - Veterans' Benefits



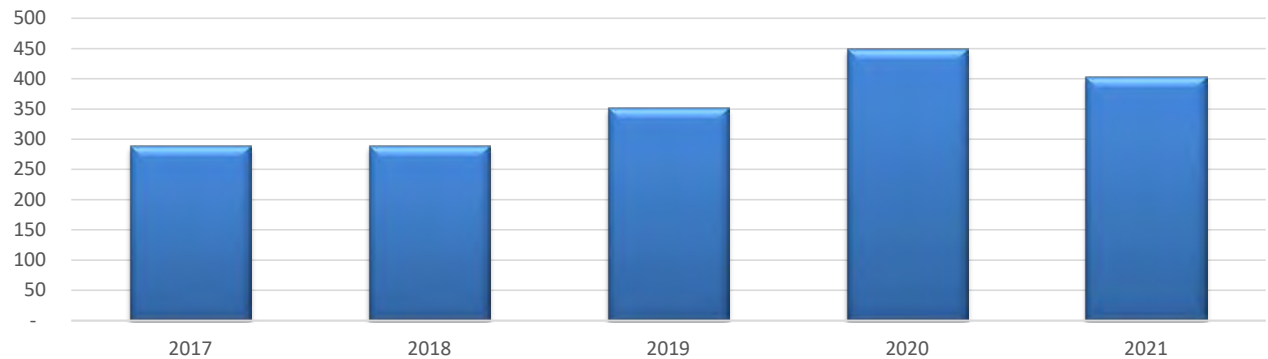
Veterans Benefits - To reimburse municipalities for a portion of authorized amounts spent for veterans' financial, medical, and burial benefits. The veterans' agent and the treasurer of each municipality shall certify the names and other information required within 30 days after the end of the month in which the expenditures were made.

State Owned Land

Actual

2017	289
2018	289
2019	352
2020	449 Projected
2021	402 Projected

Cherry Sheet - State Owned Land



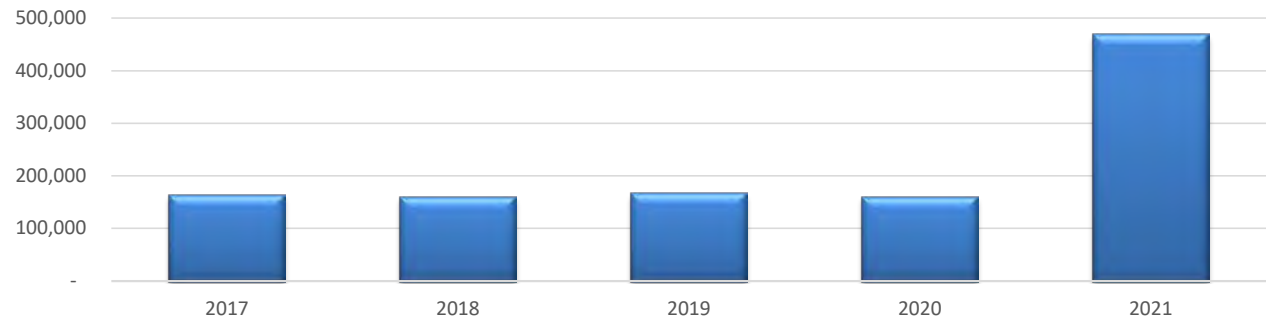
State Owned Land - To reimburse communities for forgone tax revenues due to certain types of tax exempt state owned land. The Bureau of Local Assessment is required to conduct a reappraisal of all eligible property every four years.

Revenue Detail: Summary Charts

Exemption - Vets, Spouses & Elderly

	<u>Actual</u>	
2017	163,960	
2018	158,960	
2019	165,968	
2020	158,960	Projected
2021	468,334	Projected

Cherry Sheet - Exemptions - Vets, Blind, Spouses & Elderly



The Cherry Sheet reimburses the City for loss of taxes due to real estate abatements to veterans, surviving spouses, and the legally blind. The amounts are determined by Chapter 50, Section 5 of M. G. L.

FINANCIAL POLICIES

Overview

In order to ensure financial health and appropriate fiscal stewardship, the City of Revere adheres to its established financial policies. The City and its officials, employees, and agents work to achieve the policy goals set forth by the Mayor and City Council in a manner consistent with the policies listed included herewith.

Overall Guiding Principles

- To maintain an effective, efficient, and modern financial system
- To protect the public's confidence in the City's fiscal management
- To deliver high quality services within the City at the lowest possible cost to taxpayers

Accounting, Auditing, and Planning Policies

- The City shall conform to the accounting standards set forth by the Governmental Account Standards Board (GASB).
- All City funds shall be placed at the highest possible rate, taking into account security, liquidity needs, yield, and any other concerns deemed to be in the best interest of the City, subject to the restrictions established by State law and in compliance with said law.
- An annual audit shall be performed by an independent public accounting firm. A management letter shall be provided by said firm to the City that lists opportunities for improvement in the City's financial management policies and procedures.

General Fund Policies

- The annual operating budget shall be balanced. A balanced budget shall be defined as "a financial plan for which the estimated expenditures for a given period is less than or equal to the proposed financing revenues, which may be from various sources, for the same period."

- Pursuant to M.G.L. c. 40, § 5B, the City shall employ a stabilization fund, of which the City treasurer shall be the custodian. The fund shall be utilized for any lawful purpose, including but not limited to any purpose for which the City may lawfully borrow money. Any appropriation or transfer of funds into or out of this stabilization fund must be approved by a two thirds vote of the City Council.
- Within ninety days of the certification of free cash by the Department of Revenue, the Mayor shall present to the City Council, and the City Council shall approve, a transfer to the stabilization fund of a sum equal to not less than fifteen percent of the total free cash amount certified by the Department of Revenue
- Within ninety days of the receipt of any funds from the sale of City-owned property, the Mayor shall present to the City Council, and the City Council shall approve, a transfer to the stabilization fund of a sum equal to not less than fifteen percent of the total sale price as certified by the treasurer, except that funds in the stabilization fund from the source shall be separately accounted for and utilized only for purposes allowed by M.G.L. c 44 § 63.
- Within ninety days of the receipt of any proceeds from any “host community” fee or fund established pursuant to legislation providing for casinos, Class III casinos or any other expanded gaming, the Mayor shall present to the City Council, and the City Council shall approve, a transfer to the stabilization fund of a sum equal to not less than fifty percent of such proceeds, except that funds in the stabilization fund from this source shall be separately accounted for and utilized only for capital projects for which the City is authorized by statute to incur debt for a period of five years or more.
- The Mayor and City Council may agree to make transfers from any other source to the stabilization fund, provided that any such transfers are approved by a two-thirds vote of the City Council.
- The City shall consider the use of a broad diversity of revenue sources as allowed under State law to ensure the City’s ability to handle fluctuations in various revenue streams with minimal impact on the financial wellbeing of the City.
- Fees and user charges shall be reviewed periodically in relation to the cost of delivering the service when appropriate.

Enterprise Fund Policies

- Rates for sewer and water service should be set at a level to provide for self-supporting operations.
- Retained earnings may be appropriated for debt service and any capital expenditure deemed appropriate.
- Pursuant to M.G.L. c. 40 § 5B, the City shall employ a water and sewer enterprise fund-stabilization account, of which the City treasurer shall be the custodian. The account shall be utilized for any lawful purpose, including but not limited to any purpose for which the City may lawfully borrow money. Any appropriation or transfer of funds into or out of this stabilization account must be approved by a two-thirds vote of the City Council.

- Within ninety days of the certification of free cash by the department of revenue within the water and sewer enterprise fund, the Mayor shall present to the City Council, and the City Council may approve, a transfer to the water and sewer enterprise fund-stabilization account of a sum equal to not less than fifteen percent of the total free cash amount certified by the department of revenue.
- The Mayor and City Council may agree to make transfers from any other source to the water and sewer enterprise fund-stabilization account, provided that any such transfers are approved by a two-thirds vote of the City Council.

Capital Assets and Expenditure Policies

- The City shall define capital assets as the following: “Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g. roads, water mains, sewer mains, and similar items), are defined as assets with an initial cost of more than \$25,000 and an estimated useful life in excess of two years.”
- The City shall develop a multi-year plan for capital improvements and update it annually.
- The City shall make all capital purchases and improvements in accordance with the adopted capital improvement plan.
- The City shall coordinate development of the capital improvement plan with the development of the operating budget. Future operating costs associated with capital assets shall be projected and included in operating budget forecasts.
- The City shall use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan priorities and for which operating and maintenance costs have been included in operating budget forecasts.
- The City shall maintain all its assets at a level adequate to protect the City’s capital investment and to minimize future maintenance and replacement costs.
- The City shall identify the estimated costs and potential funding sources for each capital improvement proposed before it is submitted to the City Council for approval.
- The City shall determine the least costly financing for all new projects.
- In accordance with GASB 34, the City shall track, report, and depreciate capital assets.

Debt Management Policies

- Financial stewards of the City shall prioritize the protection of the City’s bond rating and meeting all debt obligations in a timely manner.
- The City shall confine long-term borrowing to capital improvement projects that cannot be financed from current revenues.

- When the City finances a capital projects by issuing bonds, it shall back the bonds within a period not to exceed the expected useful life of the project.
- Total general obligation debt shall not exceed limits provided for in State law.
- Whenever possible, the City shall use special revenue funds, special assessments, or other self-supporting bonds, instead of general obligation bonds.
- The City shall not use long-term debt for current operations unless otherwise allowed under special legislation.
- The City shall retire bond anticipation debt within six months after the completion of a project.
- The City shall maintain good communications with bond rating agencies about its financial condition.
- The City shall follow a policy of full disclosure on every financial report and bond prospectus.

Gift and Grant Policies

- All proposed gifts and grants shall be evaluated for consistency with City policies and mission.
- All gifts and donations shall be managed and expended in accordance with the instructions of the donor, allowing for limitations of law and regulation; all grants shall be managed to comply with the guidance of the grantor, allowing for limitations of law and regulation.

Basis of Accounting & Basis of Budgeting

Basis of Accounting

The modified accrual basis of accounting is used by all governmental fund types; general, enterprise, special revenue, trust and agency funds.

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual, that is, when they become both measurable and available. “Measurable” means the amount of the transaction can be determined, and “available” means collectible within the current period, or soon enough thereafter to be used to pay liabilities of the current period. Property taxes are considered available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due. The accrual basis of accounting is utilized by non-expendable trust funds. Under this basis of accounting, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

An annual budget of the General and Enterprise funds are voted and approved by the City Council. Additional appropriations can be voted prior to the setting of the tax rate. Approval is also required for certain special revenue funds and for capital projects funded from borrowing authorizations. The Town’s General Fund annual budget is adopted on a statutory basis that differs in some respects from generally accepted accounting principles (GAAP). The major differences between the budgetary basis and GAAP accounting basis are that Budgeted revenues are recorded when cash is received (budgetary basis), as opposed to when susceptible to accrual (GAAP). The property tax levy is recorded as a receivable when levied but then is fully reserved until collected. Encumbrances are treated as expenditures in the year of the commitment.

City of Revere Massachusetts
FY 2021 Budget Summary By Organization

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
GENERAL FUND							
111 CITY COUNCIL							
PERSONNEL	353,838.90	322,794.00	322,794.00	267,635.63	322,838.00	322,838.00	0.00%
CITY COUNCIL	353,838.90	322,794.00	322,794.00	267,635.63	322,838.00	322,838.00	0.00%
121 MAYOR							
PERSONNEL	452,293.44	479,288.00	476,638.00	379,723.43	481,106.00	481,106.00	0.90%
PURCHASE OF SERV	377,554.58	45,000.00	45,000.00	45,000.00	45,000.00	-	0.00%
MATERIALS & SUPP	14,945.05	15,000.00	15,000.00	9,208.42	15,000.00	15,000.00	0.00%
OTHER CHARGES &	83,529.00	35,000.00	37,650.00	97,607.00	35,000.00	35,000.00	-7.00%
MAYOR	928,322.07	574,288.00	574,288.00	531,538.85	576,106.00	531,106.00	0.30%
122 NORTHEAST REGIONAL VOCATIONAL							
PERSONNEL	18,300.04	18,800.00	18,800.00	15,666.70	18,800.00	18,800.00	0.00%
PURCHASE OF SERVICES	2,008,889.00	2,115,505.00	2,115,505.00	1,586,628.75	1,980,630.00	1,980,630.00	-6.40%
NORTHEAST REGIONAL VOC	2,027,189.04	2,134,305.00	2,134,305.00	1,602,295.45	1,999,430.00	1,999,430.00	-6.30%
125 HUMAN RESOURCES							
PERSONNEL	182,708.44	189,972.00	189,972.00	159,403.01	241,827.00	216,827.00	27.30%
PURCHASE OF SERVICES	10,315.97	23,300.00	23,300.00	3,650.87	23,300.00	23,300.00	0.00%
MATERIALS & SUPPLIES	1,491.43	1,500.00	1,500.00	1,239.46	1,500.00	1,500.00	0.00%
OTHER	69,170.02	32,500.00	32,500.00	29,662.43	79,500.00	79,500.00	144.60%
HUMAN RESOURCES	263,685.86	247,272.00	247,272.00	193,955.77	346,127.00	321,127.00	40.00%
127 OFF INNOVATION & DATA MGT							
PERSONNEL	235,594.29	252,430.00	252,430.00	203,641.91	393,302.00	318,319.00	55.80%
PURCHASE OF SERVICES	82,236.27	194,200.00	192,448.00	176,128.47	301,284.00	200,250.00	56.60%
MATERIALS & SUPPLIES	2,514.89	2,500.00	4,252.00	1,209.84	4,500.00	4,500.00	5.80%
CAPITAL EXPENDITURES	-	-	-	-	20,000.00	-	0.00%
OFF INNOVATION & DATA	320,345.45	449,130.00	449,130.00	380,980.22	719,086.00	523,069.00	60.10%
135 AUDITING DEPARTMENT							
PERSONNEL	373,836.27	389,861.00	389,861.00	321,448.03	435,975.00	405,975.00	11.80%
PURCHASE OF SERVICES	114,056.37	82,000.00	75,600.00	-10,000.32	101,100.00	91,100.00	33.70%
MATERIALS & SUPPLIES	15,702.72	10,000.00	16,400.00	19,422.00	10,000.00	10,000.00	-39.00%
AUDITING DEPARTMENT	503,595.36	481,861.00	481,861.00	330,869.71	547,075.00	507,075.00	13.50%

**City of Revere Massachusetts
FY 2021 Budget Summary By Organization**

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
138 PURCHASING DEPARTMENT							
PERSONNEL	147,811.37	153,145.00	153,145.00	166,094.00	140,794.00	140,794.00	-8.10%
PURCHASE OF SERVICES	100,441.94	100,000.00	100,000.00	70,688.18	130,000.00	100,000.00	30.00%
MATERIALS & SUPPLIES	6,268.25	8,000.00	8,000.00	5,351.67	8,000.00	8,000.00	0.00%
PURCHASING DEPARTMENT	254,521.56	261,145.00	261,145.00	242,133.85	278,794.00	248,794.00	6.80%
140 INFORMATION TECHNOLOGY							
PERSONNEL	179,468.17	183,612.00	183,612.00	181,847.02	288,362.00	193,134.00	57.00%
PURCHASE OF SERVICES	1,045,170.44	1,036,235.00	1,036,235.00	1,021,347.96	1,090,500.00	1,039,254.00	5.20%
MATERIALS & SUPPLIES	13,392.72	14,200.00	23,631.33	8,711.44	3,500.00	3,500.00	-85.20%
OTHER CHARGES & EXP	19,431.33	-	130,568.67	0.00	14,900.00	5,000.00	-88.60%
INFORMATION TECHNOLOGY	1,257,462.66	1,234,047.00	1,374,047.00	1,211,906.42	1,397,262.00	1,240,888.00	1.70%
141 ASSESSORS							
PERSONNEL	332,529.81	370,776.00	370,776.00	310,849.98	380,833.00	380,833.00	2.70%
PURCHASE OF SERVICES	58,800.05	60,800.00	60,800.00	47,175.43	60,800.00	60,800.00	0.00%
MATERIALS & SUPPLIES	8,929.52	5,700.00	5,700.00	11,717.19	5,700.00	5,700.00	0.00%
OTHER CHARGES & EXP	2,569.37	2,700.00	2,700.00	683.25	2,700.00	2,700.00	0.00%
ASSESSORS	402,828.75	439,976.00	439,976.00	370,425.85	450,033.00	450,033.00	2.30%
145 COLLECTOR/TREASURER							
PERSONNEL	799,448.91	840,580.00	934,945.00	772,105.14	825,825.00	700,856.00	-11.70%
PURCHASE OF SERVICES	-	-	-	7,215.00	100,000.00	85,000.00	0.00%
MATERIALS & SUPPLIES	115,827.26	95,000.00	95,000.00	76,020.98	95,000.00	80,000.00	0.00%
OTHER CHARGES & EXP	265,744.08	300,000.00	300,000.00	205,461.74	350,000.00	325,000.00	16.70%
COLLECTOR/TREASURER	1,181,020.25	1,235,580.00	1,329,945.00	1,060,802.86	1,370,825.00	1,190,856.00	3.10%
151 SOLICITOR							
PERSONNEL	335,877.81	346,665.00	346,665.00	291,671.52	359,583.00	353,978.00	3.70%
PURCHASE OF SERVICES	6,840.38	9,000.00	9,000.00	6,662.59	9,000.00	9,000.00	0.00%
MATERIALS & SUPPLIES	6,859.10	7,500.00	7,500.00	3,745.42	7,500.00	7,500.00	0.00%
OTHER CHARGES & EXP	173,404.03	140,500.00	140,500.00	98,818.96	157,000.00	107,000.00	11.70%
SOLICITOR	522,981.32	503,665.00	503,665.00	400,898.49	533,083.00	477,478.00	5.80%
161 CITY CLERK							
PERSONNEL	271,216.26	355,354.00	355,354.00	285,013.84	364,171.00	299,407.00	2.50%
PURCHASE OF SERVICES	16,723.00	17,000.00	17,000.00	16,611.56	38,700.00	17,700.00	127.60%
MATERIALS & SUPPLIES	26,644.62	28,750.00	28,750.00	14,872.96	28,750.00	25,000.00	0.00%
CITY CLERK	314,583.88	401,104.00	401,104.00	316,498.36	431,621.00	342,107.00	7.60%

City of Revere Massachusetts
FY 2021 Budget Summary By Organization

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
162 ELECTION DEPARTMENT							
PERSONNEL	235,389.42	299,572.00	299,572.00	264,837.75	344,070.00	303,632.00	14.90%
PURCHASE OF SERVICES	53,506.50	79,300.00	73,050.00	62,528.96	79,300.00	79,300.00	8.60%
MATERIALS & SUPPLIES	7,039.71	8,000.00	14,250.00	10,864.29	8,000.00	8,000.00	-43.90%
ELECTION DEPARTMENT	295,935.63	386,872.00	386,872.00	338,231.00	431,370.00	390,932.00	11.50%
165 LICENSE COMMISSION							
PERSONNEL	3,200.04	3,200.00	3,200.00	2,666.70	3,200.00	3,200.00	0.00%
MATERIALS & SUPPLIES	994.68	3,000.00	3,000.00	0.00	3,000.00	3,000.00	0.00%
LICENSE COMMISSION	4,194.72	6,200.00	6,200.00	2,666.70	6,200.00	6,200.00	0.00%
171 CONSERVATION COMMISSION							
PERSONNEL	6,800.22	6,400.00	6,400.00	4,666.80	6,400.00	6,400.00	0.00%
MATERIALS & SUPPLIES	540.63	600.00	600.00	586.78	600.00	600.00	0.00%
CONSERVATION COMMISSIO	7,340.85	7,000.00	7,000.00	5,253.58	7,000.00	7,000.00	0.00%
176 APPEALS BOARD							
PERSONNEL	9,200.00	11,600.00	11,600.00	10,600.00	11,600.00	11,600.00	0.00%
MATERIALS & SUPPLIES	399.00	720.00	720.00	311.00	720.00	720.00	0.00%
APPEALS BOARD	9,599.00	12,320.00	12,320.00	10,911.00	12,320.00	12,320.00	0.00%
182 OFF STRAT PLAN & ECON DEV							
PERSONNEL	178,708.81	264,731.00	264,731.00	220,973.86	348,906.00	233,670.00	31.80%
PURCHASE OF SERVICES	72,508.96	-	100,000.00	24,250.00	-	-	-100.00%
MATERIALS & SUPPLIES	2,939.56	4,000.00	4,000.00	2,533.78	4,000.00	4,000.00	0.00%
OTHER CHARGES & EXP	100,000.00	-	-	-	-	-	0.00%
OFF STRAT PLAN & ECON	354,157.33	268,731.00	368,731.00	247,757.64	352,906.00	237,670.00	-4.30%
184 ENGINEERING							
PERSONNEL	136,691.61	217,377.00	212,775.00	125,802.22	315,115.00	155,115.00	48.10%
PURCHASE OF SERVICES	731.24	25,750.00	25,750.00	508.32	129,350.00	44,350.00	402.30%
MATERIALS & SUPPLIES	5,840.72	20,850.00	25,452.00	15,056.49	12,000.00	12,000.00	-52.90%
OTHER CHARGES & EXP	2,772.97	3,150.00	3,150.00	-530.00	3,150.00	2,250.00	0.00%
ENGINEERING	146,036.54	267,127.00	267,127.00	140,837.03	459,615.00	213,715.00	72.10%
210 POLICE DEPARTMENT							
PERSONNEL	9,423,507.85	10,278,126.00	10,273,626.00	8,371,255.69	10,890,473.00	10,880,473.00	6.00%
PURCHASE OF SERVICES	846,721.92	769,100.00	899,100.00	518,588.40	888,500.00	771,500.00	-1.20%
MATERIALS & SUPPLIES	17,607.47	25,000.00	26,200.00	11,689.63	25,000.00	25,000.00	-4.60%
OTHER CHARGES & EXP	148,054.01	40,000.00	40,000.00	30,540.56	55,000.00	40,000.00	37.50%
CAPITAL	240,633.94	-	143,300.00	161,407.84	120,000.00	-	-16.30%
POLICE DEPARTMENT	10,676,525.19	11,112,226.00	11,382,226.00	9,093,482.12	11,978,973.00	11,716,973.00	5.20%

City of Revere Massachusetts
FY 2021 Budget Summary By Organization

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
211 AUXILIARY POLICE							
PERSONNEL	4,239.69	-	-	1,089.85	-	-	0.00%
AUXILIARY POLICE	4,239.69	-	-	1,089.85	-	-	0.00%
220 FIRE DEPARTMENT							
PERSONNEL	9,591,226.44	9,930,285.00	9,930,285.00	8,133,987.86	10,366,362.00	10,269,420.00	4.40%
PURCHASE OF SERVICES	378,923.88	397,500.00	447,500.00	291,043.96	592,500.00	406,500.00	32.40%
MATERIALS & SUPPLIES	4,772.34	10,500.00	10,500.00	9,249.96	13,000.00	10,500.00	23.80%
OTHER CHARGES & EXP	2,429.61	13,000.00	13,000.00	2,147.12	30,350.00	30,350.00	133.50%
CAPITAL	271,399.87	-	100,000.00	124,761.23	60,000.00	-	-40.00%
FIRE DEPARTMENT	10,248,752.14	10,351,285.00	10,501,285.00	8,561,190.13	11,062,212.00	10,716,770.00	5.30%
230 REGIONAL EMERGENCY COMMUN CTR							
PURCHAS OF SERVICES	1,363,066.00	1,583,986.00	1,583,986.00	1,243,503.64	1,644,084.00	1,565,894.00	3.80%
OTHER CHARGES & EXP	-	-	-	-	-	-	0.00%
REGIONAL EMERGENCY COM	1,363,066.00	1,583,986.00	1,583,986.00	1,243,503.64	1,644,084.00	1,565,894.00	3.80%
241 BUILDING DIVISION							
PERSONNEL	506,602.12	1,177,879.00	1,177,879.00	892,783.86	1,315,906.00	1,089,200.00	11.70%
PURCHASE OF SERVICES	992.99	9,000.00	9,000.00	1,143.00	9,000.00	8,000.00	0.00%
MATERIALS & SUPPLIES	6,711.99	12,000.00	11,967.00	5,796.35	15,500.00	12,000.00	29.50%
OTHER CHARGES & EXP	-	-	33.00	137.17	24,000.00	-	0.00%
BUILDING DIVISION	514,307.10	1,198,879.00	1,198,879.00	899,860.38	1,364,406.00	1,109,200.00	13.80%
244 WEIGHTS & MEASURES DIVISION							
PERSONNEL	82,937.44	-	-	-	-	-	0.00%
OTHER CHARGES & EXP	605.00	-	-	-	-	-	0.00%
WEIGHTS & MEASURES DIV	83,542.44	-	-	-	-	-	0.00%
249 SHORT TERM RENTAL INSPECTIONS							
PERSONNEL	-	-	-	-	113,294.00	-	0.00%
PURCHASE OF SERVICES	-	-	-	-	20,000.00	-	0.00%
MATERIALS & SUPPLIES	-	-	-	-	5,000.00	-	0.00%
OTHER CHARGES & EXP	-	-	-	-	5,000.00	-	0.00%
SHORT TERM RENTAL INSP	-	-	-	-	143,294.00	-	0.00%
291 CIVIL DEFENSE							
MATERIALS & SUPPLIES	1,133.38	-	-	-	-	-	0.00%
CIVIL DEFENSE	1,133.38	-	-	-	-	-	0.00%

City of Revere Massachusetts
FY 2021 Budget Summary By Organization

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
295 PARKING CONTROL							
PERSONNEL	444,896.62	440,326.00	440,326.00	356,461.83	451,739.00	403,105.00	2.60%
PURCHASE OF SERVICES	-	5,000.00	5,000.00	0.00	20,000.00	5,000.00	300.00%
MATERIALS & SUPPLIES	10,657.79	11,000.00	11,000.00	4,277.14	11,000.00	11,000.00	0.00%
CAPITAL	65,000.00	-	-	-	-	-	0.00%
PARKING CONTROL	520,554.41	456,326.00	456,326.00	360,738.97	482,739.00	419,105.00	5.80%
330 3000 SERIES OTHER SCHOOL SERV							
STUD SERV DISTRICT WID	20,000.24	-	-	-	-	-	0.00%
3000 SERIES OTHER SCHO	20,000.24	-	-	-	-	-	0.00%
340 4000 SERIES CUSTODIAL							
MAINT DISTRICT WIDE UN	605,648.00	-	-	-	-	-	0.00%
4000 SERIES CUSTODIAL	605,648.00	-	-	-	-	-	0.00%
420 PUBLIC WORKS DEPARTMENT							
PERSONNEL	411,142.49	408,614.00	408,614.00	368,969.72	413,135.00	432,663.00	1.10%
PURCHASE OF SERVICES	95,313.96	-	-	27.08	10,000.00	10,000.00	0.00%
MATERIALS & SUPPLIES	63,731.06	65,120.00	65,120.00	45,387.66	68,120.00	65,120.00	4.60%
CAPITAL	276,692.05	-	50,000.00	97,516.86	-	-	-100.00%
PUBLIC WORKS DEPARTMEN	846,879.56	473,734.00	523,734.00	511,901.32	491,255.00	507,783.00	-6.20%
421 PUBLIC WORKS SNOW & ICE							
PERSONNEL	140,631.56	100,000.00	100,000.00	67,753.49	100,000.00	100,000.00	0.00%
PURCHASE OF SERVICES	560,176.42	220,000.00	218,600.00	260,725.76	220,000.00	220,000.00	0.60%
MATERIALS & SUPPLIES	-	30,000.00	31,400.00	172,092.89	30,000.00	30,000.00	-4.50%
PUBLIC WORKS SNOW & IC	700,807.98	350,000.00	350,000.00	500,572.14	350,000.00	350,000.00	0.00%
422 PUBLIC WORKS HIGHWAY DIVISION							
PERSONNEL	485,511.80	323,801.00	323,801.00	423,542.75	388,976.00	409,517.00	20.10%
PURCHASE OF SERVICES	374,227.15	331,250.00	631,250.00	311,564.84	350,250.00	334,000.00	-44.50%
MATERIALS & SUPPLIES	84,888.77	100,000.00	100,000.00	68,763.18	100,000.00	100,000.00	0.00%
CAPITAL	85,000.00	10,000.00	210,000.00	89,915.32	10,000.00	10,000.00	-95.20%
PUBLIC WORKS HIGHWAY D	1,029,627.72	765,051.00	1,265,051.00	893,786.09	849,226.00	853,517.00	-32.90%
423 PUBLIC WORKS PARKS & OPEN SPCE							
PERSONNEL	613,178.97	541,666.00	541,666.00	483,622.11	554,912.00	260,129.00	2.40%
PURCHASE OF SERVICES	348,966.31	334,850.00	369,850.00	387,806.51	384,850.00	355,000.00	4.10%
MATERIALS & SUPPLIES	3,799.57	3,800.00	3,800.00	2,837.44	3,800.00	3,000.00	0.00%
POLICE DETAIL	1,104.00	25,000.00	10,000.00	1,608.00	25,000.00	20,000.00	150.00%
CAPITAL	47,985.00	48,450.00	78,450.00	22,775.00	48,450.00	25,000.00	-38.20%
PUBLIC WORKS PARKS & O	1,015,033.85	953,766.00	1,003,766.00	898,649.06	1,017,012.00	663,129.00	1.30%

City of Revere Massachusetts
FY 2021 Budget Summary By Organization

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
424 PUBLIC WORKS FACILITIES PUB PR							
PERSONNEL	290,991.19	376,501.00	376,501.00	307,824.08	445,548.00	287,910.00	18.30%
PURCHASE OF SERVICES	1,774,203.81	1,472,880.00	1,519,849.47	1,314,483.46	1,562,880.00	1,332,880.00	2.80%
MATERIALS & SUPPLIES	28,279.36	23,750.00	23,750.00	13,363.32	23,750.00	20,000.00	0.00%
CAPITAL	50,000.00	-	-	9,710.00	-	-	0.00%
PUBLIC WORKS FACILITIE	2,143,474.36	1,873,131.00	1,920,100.47	1,645,380.86	2,032,178.00	1,640,790.00	5.80%
521 HEALTH INSPECTION DIVISION							
PERSONNEL	551,750.75	-	-	99.99	-	-	0.00%
MATERIALS & SUPPLIES	14,939.80	-	-	626.93	-	-	0.00%
HEALTH INSPECTION DIVI	566,690.55	-	-	726.92	-	-	0.00%
522 PUB HLTH INITIATIVES							
PERSONNEL	510,558.71	717,872.00	710,172.00	575,494.77	788,475.00	788,475.00	0.20%
PURCHASE OF SERVICES	-	-	7,700.00	999.91	57,700.00	57,700.00	0.00%
PUB HLTH INITIATIVES	510,558.71	717,872.00	717,872.00	576,494.68	846,175.00	846,175.00	0.20%
524 PUB HLTH HEALTHY COMM INITIATI							
PERSONNEL	97,439.18	139,437.00	139,437.00	87,395.70	242,039.00	-	73.60%
PURCHASE OF SERVICES	287.40	900.00	900.00	353.94	900.00	-	0.00%
MATERIALS & SUPPLIES	1,685.92	1,700.00	1,700.00	136.08	1,700.00	-	0.00%
CAPITAL	161,999.97	-	-	131,295.40	3,900.00	-	0.00%
PUB HLTH HEALTHY COMM	261,412.47	142,037.00	142,037.00	219,181.12	248,539.00	-	75.00%
525 PUB HLTH SUBSTANCE USE INITIAT							
PERSONNEL	38,855.25	37,438.00	37,438.00	59,979.67	41,005.00	-	9.50%
MATERIALS & SUPPLIES	1,469.07	1,000.00	1,000.00	1,764.24	1,000.00	-	0.00%
PUB HLTH SUBSTANCE USE	40,324.32	38,438.00	38,438.00	61,743.91	42,005.00	-	9.30%
541 COUNCIL ON ELDER AFFAIRS							
PERSONNEL	258,883.60	274,823.00	274,823.00	253,992.42	256,525.00	189,806.00	-6.70%
PURCHASE OF SERVICES	3,237.50	4,000.00	4,000.00	3,337.50	6,000.00	45,000.00	50.00%
MATERIALS & SUPPLIES	492.78	500.00	500.00	295.70	1,000.00	-	100.00%
COUNCIL ON ELDER AFFAI	262,613.88	279,323.00	279,323.00	257,625.62	263,525.00	234,806.00	-5.70%
543 VETERANS AFFAIRS							
PERSONNEL	130,230.16	135,410.00	135,410.00	110,564.41	137,268.00	137,268.00	1.40%
PURCHASE OF SERVICES	5,401.14	10,000.00	10,000.00	5,035.48	10,000.00	10,000.00	0.00%
MATERIALS & SUPPLIES	5,178.41	9,750.00	9,710.00	7,951.98	9,750.00	9,750.00	0.40%
VETERANS BENEFITS	636,775.22	805,000.00	805,040.00	472,179.48	805,000.00	705,000.00	0.00%
VETERANS AFFAIRS	777,584.93	960,160.00	960,160.00	595,731.35	962,018.00	862,018.00	0.20%

City of Revere Massachusetts
FY 2021 Budget Summary By Organization

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
549 COMMISSION ON DISABILITIES							
PERSONNEL	5,966.58	6,300.00	6,300.00	5,249.90	7,100.00	6,300.00	12.70%
OTHER EXPENSES	494.37	3,000.00	3,000.00	1,983.21	3,000.00	3,000.00	0.00%
COMMISSION ON DISABILI	6,460.95	9,300.00	9,300.00	7,233.11	10,100.00	9,300.00	8.60%
590 CONSUMER AFFAIRS							
PERSONNEL	45,926.46	49,858.00	49,858.00	53,675.97	45,864.00	-	-8.00%
CONSUMER AFFAIRS	45,926.46	49,858.00	49,858.00	53,675.97	45,864.00	-	-8.00%
610 LIBRARY							
PERSONNEL	440,361.86	468,881.00	468,881.00	398,613.35	586,113.00	448,340.00	25.00%
PURCHASE OF SERVICES	54,667.32	57,000.00	57,000.00	48,784.65	57,000.00	57,000.00	0.00%
MATERIALS & SUPPLIES	62,451.82	72,042.00	72,042.00	64,918.09	71,949.00	99,000.00	-0.10%
OTHER EXPENSES	4,441.76	2,500.00	2,500.00	1,911.44	2,500.00	2,500.00	0.00%
LIBRARY	561,922.76	600,423.00	600,423.00	514,227.53	717,562.00	606,840.00	19.50%
650 RECREATION SERVICES							
PERSONNEL	383,269.21	584,301.00	584,301.00	502,755.60	677,148.00	605,333.00	15.90%
PURCHASE OF SERVICES	74,898.56	75,000.00	75,000.00	68,112.81	100,000.00	75,000.00	33.30%
MATERIALS & SUPPLIES	21,679.90	22,000.00	22,000.00	15,076.92	30,000.00	22,000.00	36.40%
OTHER EXPENSES	-	10,000.00	-	-	50,000.00	30,000.00	0.00%
RECREATION SERVICES	479,847.67	691,301.00	681,301.00	585,945.33	857,148.00	732,333.00	25.80%
691 HISTORICAL & CULTURAL							
OTHER EXPENSES	-	-	10,000.00	-	10,000.00	10,000.00	0.00%
HISTORICAL & CULTURAL	-	-	10,000.00	-	10,000.00	10,000.00	0.00%
700 DEBT SERVICE							
BONDED DEBT	5,028,849.53	5,086,108.00	5,086,108.00	4,310,816.74	4,828,738.00	4,828,738.00	-5.10%
DEBT SERVICE	5,028,849.53	5,086,108.00	5,086,108.00	4,310,816.74	4,828,738.00	4,828,738.00	-5.10%
800 STATE ASSESSMENT							
STATE ASSESSMENTS	12,231,375.00	-	-	9,496,690.00	13,134,281.00	12,791,261.00	0.00%
STATE ASSESSMENT	12,231,375.00	-	-	9,496,690.00	13,134,281.00	12,791,261.00	0.00%
900 UNCLASSIFIED BENEFITS							
PERSONNEL	21,543,852.41	23,348,404.00	23,348,404.00	18,955,111.62	23,939,934.00	23,939,934.00	2.50%
OTHER EXPENSES	1,091,193.51	1,010,000.00	1,010,000.00	1,060,403.84	1,125,000.00	1,110,000.00	11.40%
UNCLASSIFIED BENEFITS	22,635,045.92	24,358,404.00	24,358,404.00	20,015,515.46	25,064,934.00	25,049,934.00	2.90%

**City of Revere Massachusetts
FY 2021 Budget Summary By Organization**

	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 YTD EXP	2021 DEPT REC	2021 MAYOR REC	PCT CHANGE
911 PENSION & RETIREMENT							
CONTRIBUTOR RETIREMENT	12,057,685.15	12,655,956.00	12,655,956.00	12,655,956.00	13,513,019.00	13,513,019.00	6.80%
PENSION & RETIREMENT	12,057,685.15	12,655,956.00	12,655,956.00	12,655,956.00	13,513,019.00	13,513,019.00	6.80%
990 GENERAL OTHER							
TRANSFERS OUT	8,779,668.00	-	8,282,918.00	8,282,918.00	-	-	-100.00%
GENERAL OTHER	8,779,668.00	-	8,282,918.00	8,282,918.00	-	-	-100.00%
TOTAL GENERAL FUND	103,167,197.53	83,940,981.00	93,625,233.47	89,900,234.71	102,200,978.00	98,050,223.00	9.00%
WATER SEWER ENTERPRISE							
PERSONNEL	1,622,892.99	1,770,966.00	1,770,966.00	1,590,498.51	2,018,750.00	1,552,799.00	14.00%
PURCHASE OF SERVICES	17,810,660.00	17,593,415.00	17,249,415.00	14,239,892.33	18,963,937.00	17,844,687.00	9.90%
MATERIALS & SUPPLIES	271,968.70	182,000.00	271,000.00	213,023.59	382,700.00	284,700.00	41.20%
OTHER EXPENSES	118,024.36	95,000.00	95,000.00	111,061.03	125,000.00	125,000.00	31.60%
CAPITAL	345,700.18	25,000.00	1,185,000.00	268,836.89	50,000.00	25,000.00	-95.80%
DEBT SERVICE	7,191,998.10	5,458,943.00	5,911,610.00	5,017,125.60	5,754,665.00	5,754,665.00	-2.70%
WATER SEWER ENTERPRISE	27,361,244.33	25,125,324.00	26,482,991.00	21,440,437.95	27,295,052.00	25,586,851.00	3.10%
MATERIALS & SUPPLIES	419.90	-	-	419.90	-	-	0.00%
PUBLIC WORKS - WATER D	419.90	-	-	419.90	-	-	0.00%
TOTAL WATER/SEWER ENTERPRISE	27,361,664.23	25,125,324.00	26,482,991.00	21,440,857.85	27,295,052.00	25,586,851.00	3.10%
WASTE ENTERPRISE FUND							
PERSONNEL	312,560.00	395,584.00	395,584.00	320,507.89	415,507.00	408,096.00	5.00%
PURCHASE OF SERVICES	3,671,569.48	3,721,000.00	3,996,000.00	2,906,075.83	4,194,260.00	3,999,260.00	5.00%
CAPITAL	249,516.68	360,000.00	360,000.00	338,515.52	360,000.00	355,000.00	0.00%
WASTE ENTERPRISE FUND	4,233,646.16	4,476,584.00	4,751,584.00	3,565,099.24	4,969,767.00	4,762,356.00	4.60%
TOTAL SOLID WASTE ENTERPRISE	4,233,646.16	4,476,584.00	4,751,584.00	3,565,099.24	4,969,767.00	4,762,356.00	4.60%
GRAND TOTAL	134,762,507.92	113,542,889.00	124,859,808.47	114,906,191.80	134,465,797.00	128,399,430.00	7.60%

City of Revere Employee Listing - Fiscal Year 2021 Budget

Department	Job Title	Employee Last	Employee First	Service Date	FTE	Base Salary
121 - MAYOR'S OFFICE	Mayor	Arrigo	Brian	01/02/12	1.00	133,990
121 - MAYOR'S OFFICE	Special Asst to the Mayor	Marra	Robert	02/24/00	1.00	110,835
121 - MAYOR'S OFFICE	Mayor's Aide	open	0	01/03/18	1.00	47,354
121 - MAYOR'S OFFICE	Administrative Assistant	DeMaio	Linda	02/17/16	1.00	61,590
121 - MAYOR'S OFFICE	Principal Clerk	McLaughlin	Jackie	01/27/20	1.00	48,096
121 - MAYOR'S OFFICE	Community Liaison	Nickerson	Priscilla	07/02/18	0.77	33,103
125 - HUMAN RESOURCES	HR Director	Viarella	John	07/17/17	1.00	107,525
125 - HUMAN RESOURCES	Deputy HR Director	Fielding	Elaine	12/27/94	1.00	64,511
125 - HUMAN RESOURCES	Benefits Administrator	Escobar	Maria	05/07/18	1.00	50,943
127 - OFFICE OF INNOVATION & DATA MANAGEMENT	Chief Innovation Officer	Kantor	Reuben	08/29/16	1.00	100,000
127 - OFFICE OF INNOVATION & DATA MANAGEMENT	Director - 311	Romano	Nick	01/03/18	1.00	65,000
127 - OFFICE OF INNOVATION & DATA MANAGEMENT	Assistant to the Director	Mondestin	Randall	06/26/17	1.00	53,696
127 - OFFICE OF INNOVATION & DATA MANAGEMENT	Call Center Representative	Cardona-Ramirez	Angelica	11/13/18	1.00	46,397
135 - CFO/AUDITING	Chief Financial Officer/City Auditor	Viscay	Richard	02/01/99	1.00	132,243
135 - CFO/AUDITING	Assistant Budget Director	Newton	Assunta	10/20/11	1.00	81,600
135 - CFO/AUDITING	Assistant Auditor	Dacey	Kevin	08/02/04	1.00	63,631
135 - CFO/AUDITING	Principal Clerk	Iafrate	Brenda	11/05/12	1.00	48,104
135 - CFO/AUDITING	Principal Clerk	Restrepo	Kevin	07/16/18	1.00	48,104
138 - PURCHASING	Purchasing Agent	Piccardi	Michael	12/05/05	1.00	81,255
138 - PURCHASING	Asst Purchasing Agent	tbd	0	01/00/00	1.00	54,695
140 - INFORMATION TECHNOLOGY	Director	Pazos	Jorge	03/30/20	1.00	103,416
140 - INFORMATION TECHNOLOGY	Assistant Director	Skero	Vedran	01/15/14	1.00	69,310
141 - ASSESSORS	Assessor / Chairman	Brangiforte	Dana	04/14/06	1.00	89,266
141 - ASSESSORS	Assessor/ Field Lister	McGrath	Mathew	06/26/17	1.00	53,696
141 - ASSESSORS	Assessor / Data Manager	Verrengia	John	05/20/02	0.72	39,012
141 - ASSESSORS	Special Asst to the Board	Shaffer	Susan	12/31/86	1.00	66,911
141 - ASSESSORS	Principal Clerk	Gravallese	Catherine	10/09/90	1.00	50,501
141 - ASSESSORS	Clerk I	Romano	Gennara	03/04/19	1.00	44,807
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Treasurer/Collector	Bowden	Cathy	10/09/90	1.00	101,102
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Assistant Treasurer	Johnson	Rita	06/27/05	1.00	69,560
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	HRIS/ Payroll	Mundis	Eileen	06/29/20	1.00	67,634
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Principal Clerk	Audet	Michelle	04/11/07	1.00	44,799
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Clerk I	Ferrante	Melissa	04/22/19	1.00	42,568
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Principal Clerk	Maddrey	Tarik	09/23/19	1.00	44,068
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Assistant Collector	vacant	0	01/00/00	1.00	66,234
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Principal Clerk	Masiello	Denise	01/15/14	1.00	48,104
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Principal Clerk	Bitto	Margherita	07/19/11	1.00	48,104
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Clerk II	Rindone	Vanessa	07/16/18	1.00	46,401
145 - DIRECTOR OF FINANCE/COLLECTOR/TREASURER	Principal Clerk	Porter	Scott	01/29/20	1.00	48,104

City of Revere Employee Listing - Fiscal Year 2021 Budget

Department	Job Title	Employee Last	Employee First	Service Date	FTE	Base Salary
151 - SOLICITOR'S OFFICE	Solicitor	Capizzi	Paul	05/10/01	1.00	116,022
151 - SOLICITOR'S OFFICE	Assistant Solicitor	Doherty	Daniel	07/09/98	1.00	102,941
151 - SOLICITOR'S OFFICE	Principal Clerk/ Paralegal	Bombaci	Acadia	05/20/19	1.00	48,096
151 - SOLICITOR'S OFFICE	Administrative Assistant	Haney	Maggie	09/16/10	1.00	53,696
161 - CITY CLERK	City Clerk	Melnik	Ashley	01/07/04	1.00	96,553
161 - CITY CLERK	Assistant City Clerk	Sheehan	Debra	08/31/91	1.00	56,380
161 - CITY CLERK	Administrative Assistant	Beals	Christine	08/29/11	1.00	53,696
161 - CITY CLERK	Archivist/ Public Records	Roman	Cynthia	09/23/19	1.00	44,077
162 - ELECTION COMMISSION	Election Commissioner	Colella	Diane	01/11/01	1.00	78,327
162 - ELECTION COMMISSION	Assistant to Commissioner	Welch	Caitlin	06/15/10	1.00	53,696
162 - ELECTION COMMISSION	Clerk I	Diaz	Jennifer	10/29/18	1.00	44,807
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	Chief of Economic Development	O'Brien	Robert	07/05/16	1.00	128,920
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	Deputy Director	Leng	Techrosette	02/20/18	1.00	90,000
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	City Planner	Stringi	Frank	06/01/77	-	55,233
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	Project Planner	Baker	Lauriellen	09/10/14	1.00	58,646
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	Program Coordinator	Demauro	Julie	07/01/15	1.00	44,799
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	Business Liaison/Storefront Program	Festa	John	01/03/06	1.00	79,591
182 - STRATEGIC PLANNING & ECONOMIC DEVELOPMENT	CDBG Program Director	Rosa	Bethany	05/20/19	1.00	79,051
184 - ENGINEERING	City Engineer	Rystrom	Nicholas	07/19/11	1.00	98,622
184 - ENGINEERING	Principal Clerk	Scalese	Francesca	01/09/17	1.00	48,096
210 - POLICE DEPARTMENT: Civilian	Administrative Assistant	Monsalve	Karol	10/18/06	1.00	53,696
210 - POLICE DEPARTMENT: Civilian	Clerk I	Turnullo	Michelle	12/16/13	1.00	44,807
210 - POLICE DEPARTMENT: Civilian	Animal Control Director	Masiello	Anthony	01/01/93	1.00	50,501
210 - POLICE DEPARTMENT: Civilian	Mechanic	Defeo	Joseph	12/18/03	1.00	70,716
210 - POLICE DEPARTMENT: Civilian	Public Safety Grant Manager	Callahan	Kathleen	04/01/08	1.00	66,243
210 - POLICE DEPARTMENT: Civilian	Police Clerk	Papasodora	Denise	09/22/08	1.00	49,517
210 - POLICE DEPARTMENT: Civilian	Police Clerk	De Los Santos	Lori	03/15/12	1.00	49,517
220 - FIRE DEPARTMENT: Civilian	Administrative Asst	vacant	0	03/19/97	1.00	56,380
220 - FIRE DEPARTMENT: Civilian	Principal Clerk	Vozzella	Alyssa	12/04/17	1.00	48,096
241 - MUNICIPAL INSPECTIONS	Building Commissioner	Dechristoforo	Benjamin	10/13/16	1.00	98,838
241 - MUNICIPAL INSPECTIONS	Director - Municipal Inspections	Vacant		11/06/00	1.00	103,780
241 - MUNICIPAL INSPECTIONS	Special Asst To Director	Argenzio	Colleen	10/12/06	1.00	63,720
241 - MUNICIPAL INSPECTIONS	Principal Clerk	Moscone	Valerie	10/06/10	1.00	48,096
241 - MUNICIPAL INSPECTIONS	Clerk I	Mendes	Marcia	01/00/00	1.00	42,567
241 - MUNICIPAL INSPECTIONS	Building General Counsel	Mccormick	Cheryl	10/01/07	1.00	104,057
241 - MUNICIPAL INSPECTIONS	Senior Inspector	Cavagnaro	Louis	09/15/10	1.00	63,180
241 - MUNICIPAL INSPECTIONS	Senior Inspector	Dicks	Richard	01/24/00	1.00	66,339
241 - MUNICIPAL INSPECTIONS	Inspector - Sanitary	Sclafani	Frank	03/31/75	0.51	31,578

City of Revere Employee Listing - Fiscal Year 2021 Budget

Department	Job Title	Employee Last	Employee First	Service Date	FTE	Base Salary
241 - MUNICIPAL INSPECTIONS	Inspector - Gas/Plumbing/Mechanical	Locke	Mark	08/04/04	1.00	82,642
241 - MUNICIPAL INSPECTIONS	Inspector - Electrical	Fabiano	Matteo	07/24/17	1.00	56,706
241 - MUNICIPAL INSPECTIONS	Sealer	Ferrara	John	07/05/00	1.00	75,377
241 - MUNICIPAL INSPECTIONS	Inspector - Sanitary	Habeeb	Joseph	12/11/17	1.00	58,650
241 - MUNICIPAL INSPECTIONS	Inspector - Food	Wells	Michael	10/13/16	1.00	58,650
241 - MUNICIPAL INSPECTIONS	Inspector - Health	Lacentra	Ricci	11/15/16	1.00	58,650
241 - MUNICIPAL INSPECTIONS	Inspector - Sanitary	Tenaglia	Robert	07/15/05	1.00	58,650
295 - PARKING CONTROL	Parking Clerk	Rose	James	04/30/18	1.00	78,030
295 - PARKING CONTROL	Assistant Director	Guevara-Flores	Louis	05/07/18	1.00	56,706
295 - PARKING CONTROL	Clerk I	DeBonis	Kelly	04/17/18	1.00	44,807
295 - PARKING CONTROL	Clerk I	Sullivan	Patricia	01/16/18	1.00	44,807
295 - PARKING CONTROL	Parking Control Officer	Fiore	Giovanna	05/14/14	1.00	44,587
295 - PARKING CONTROL	Parking Control Officer	Lincoln	Sonia	11/25/02	1.00	46,816
295 - PARKING CONTROL	Parking Control Officer (overnight)	Veras	Anthony	02/01/17	1.00	44,587
295 - PARKING CONTROL	Parking Control Officer	Basta	Marko	08/01/18	1.00	44,587
295 - PARKING CONTROL	Parking Control Officer	Babo	Zachary	07/30/18	1.00	44,587
420 - DEPT OF PUBLIC WORKS: Administration	Chief of Infrastructure and Public Works	Ciaramella	Donny	01/00/00	1.00	150,000
420 - DEPT OF PUBLIC WORKS: Administration	Superintendent Of Dpw	Argenzio	Paul	09/02/80	1.00	132,651
420 - DEPT OF PUBLIC WORKS: Administration	Administrative Assistant	Selvitella	Elaine	11/01/85	1.00	57,826
420 - DEPT OF PUBLIC WORKS: Administration	Principal Clerk	Anemeduris	Debra	09/24/18	1.00	48,096
420 - DEPT OF PUBLIC WORKS: Administration	Infrastructure Program Mgr	Kessman	Michael	01/00/00	1.00	86,170
422 - DEPT OF PUBLIC WORKS: Highway Division	Highway Supervisor	Cecere	Michael	11/03/86	1.00	67,991
422 - DEPT OF PUBLIC WORKS: Highway Division	Highway Foreman	Deangelis	Anthony	04/01/02	1.00	60,898
422 - DEPT OF PUBLIC WORKS: Highway Division	Foreman/Signs	Doherty	John	08/22/11	1.00	58,107
422 - DEPT OF PUBLIC WORKS: Highway Division	Laborer	Selevitch	Joseph	11/26/18	1.00	52,359
422 - DEPT OF PUBLIC WORKS: Highway Division	Laborer	Micciche	Michael	11/05/18	1.00	50,071
423 - DEPT OF PUBLIC WORKS: Parks & Open Space	Supervisor	Mucci	Brian	07/19/10	1.00	64,862
423 - DEPT OF PUBLIC WORKS: Parks & Open Space	Foreman	Sarro	Richard	04/13/95	1.00	60,898
423 - DEPT OF PUBLIC WORKS: Parks & Open Space	Craftsman	Curiale	Salvatore	11/06/17	1.00	55,669
425 - DEPT OF PUBLIC WORKS: Facilities/ Public Property	Supervisor	Verdura	Angelo	10/01/93	1.00	67,991
425 - DEPT OF PUBLIC WORKS: Facilities/ Public Property	Foreman	Penta	Steven	11/16/06	1.00	58,107
425 - DEPT OF PUBLIC WORKS: Facilities/ Public Property	Heo/Craftsman	Pressley	Kenneth	12/01/04	1.00	58,338
425 - DEPT OF PUBLIC WORKS: Facilities/ Public Property	Craftsman	Traversy	Thomas	08/12/13	1.00	55,669
425 - DEPT OF PUBLIC WORKS: Facilities/ Public Property	Laborer	Tenaglia	Vincent	01/02/19	1.00	50,071
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Chief - Health and Human Services	Hanton	Kim	01/00/00	1.00	120,000
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Deputy Director of Health	Donovan	Carol	03/10/04	1.00	89,029
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Director of Outreach	Rana	Dimple	10/14/15	1.00	79,092
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Administrative Assistant	Vacant		03/01/87	1.00	56,380
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Nurse - Float	Catano	Isabel	09/16/19	1.00	66,266

City of Revere Employee Listing - Fiscal Year 2021 Budget

Department	Job Title	Employee Last	Employee First	Service Date	FTE	Base Salary
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Nurse	Ciccolo	Angela	10/22/14	1.00	66,266
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Nurse	Dionne	Bridget	09/10/14	1.00	66,266
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Nurse	Hatch	Jenifer	09/15/16	1.00	66,266
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Nurse	Sacco-Maguire	Adrienne	07/01/03	1.00	69,580
522 - PUBLIC HEALTH DEPARTMENT: Public Health Initiatives	Nurse	Stasio	Marina	05/07/18	1.00	66,266
525 - PUBLIC HEALTH DEPARTMENT: Substance Use Disorders	Director	Newhall	Julia	04/09/14	1.00	86,977
526 - PUBLIC HEALTH DEPARTMENT: Substance Use Disorders	Administrative Assistant	Marin	Sabrina	12/23/19	1.00	53,701
541 - ELDER AFFAIRS	Director	Digiulio	Debra	01/05/16	1.00	78,238
541 - ELDER AFFAIRS	Principal Clerk	Curiale	Marisa	12/03/12	1.00	49,329
541 - ELDER AFFAIRS	Activity/Program Coordinator	Ciambelli	Camille	11/15/16	1.00	45,947
541 - ELDER AFFAIRS	Senior Center Caretaker	Vacant		05/12/05	1.00	46,075
543 - VETERANS' AFFAIRS	Veterans' Agent	Silvestri	Marc	02/15/17	1.00	69,291
543 - VETERANS' AFFAIRS	Assistant To The Director	Dreeszen	Donna	06/07/01	1.00	56,380
590 - CONSUMER AFFAIRS	Director	Fitzmaurice	0	01/00/00	1.00	54,413
610 - LIBRARY	Library Director	Vacant		01/00/00	1.00	100,000
610 - LIBRARY	Assistant Library Director	Luongo	Diana	03/14/13	1.00	74,488
610 - LIBRARY	Children'S Librarian	Vacant		01/00/00	1.00	58,646
610 - LIBRARY	Library Assistant Iii	Addonizio	Janet	08/22/02	1.00	50,501
610 - LIBRARY	Library Assistant Iii	Guinasso	Arthur	02/25/15	0.90	43,163
610 - LIBRARY	Library Assistant Iii	Heaven-Peloquin	Rhea	11/20/17	0.72	34,530
610 - LIBRARY	Library Assistant Ii	Croghan	Ross	11/15/16	1.00	42,785
610 - LIBRARY	Library Assistant Iii	Maniscalco	Krystee	03/25/19	1.00	48,104
610 - LIBRARY	Library Assistant Iii	Mott	Krystina	03/25/19	1.00	48,104
610 - LIBRARY	Library Assistant Iii	Paskos	Sydney	11/06/17	0.90	43,163
650 - PARKS & RECREATION SERVICES	Director	Hinojosa	Michael	06/11/13	1.00	76,365
650 - PARKS & RECREATION SERVICES	Assistant Director	Giuffrida	Charles	04/01/08	1.00	56,706
650 - PARKS & RECREATION SERVICES	Sports Coordinator	Leone	John	10/02/17	1.00	67,626
650 - PARKS & RECREATION SERVICES	Activity/ Program Coordinator	Caputo-Vranos	Sally	08/28/13	0.93	41,648
650 - PARKS & RECREATION SERVICES	Activity/ Program Coordinator	Borriello	Adriana	07/01/11	1.00	44,807
650 - PARKS & RECREATION SERVICES	Activity/ Program Coordinator	Duggan	Jen	01/00/00	0.82	30,147
650 - PARKS & RECREATION SERVICES	Community School Coordinator *	Drammeh	Fatou	05/06/13	1.00	53,591
424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise	Sanitation Supervisor	D'Ambrosio	Jay	09/22/86	1.00	67,991
424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise	Sanitation Supervisor	Demattio	Joseph	04/04/88	1.00	67,991
424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise	Craftsman	Dibiasi	James	01/04/87	1.00	58,338
424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise	Laborer	Guinasso	William	11/05/18	1.00	52,359
424 - DEPT OF PUBLIC WORKS: Solid Waste Enterprise	Laborer	Porter	Seth	11/05/18	1.00	52,359
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Superintendent	Ciaramella	Donald	02/12/14	1.00	-
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Assistant Superintendent	Maglione	Joseph	10/06/88	1.00	122,570

City of Revere Employee Listing - Fiscal Year 2021 Budget

Department	Job Title	Employee Last	Employee First	Service Date	FTE	Base Salary
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Class 4 Water Distribution Operator	Martelli	Matthew	01/01/06	1.00	101,959
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Special Assistant W&S Admin	O'Hara	Kori	01/18/17	1.00	59,360
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Principal Clerk	Penta	Deborah	05/08/12	1.00	48,096
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Principal Clerk	Micciulla	Christine	12/10/18	1.00	48,096
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Principal Clerk	Dusevitch	Karen	01/15/14	1.00	48,096
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Enterprise General Foreman	Lake	Joseph	11/16/06	1.00	82,633
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Supervisor	Fabiano	Christopher	09/28/16	1.00	64,862
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Water Technician	Maniscalco	John	02/05/96	1.00	69,157
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Working Foreman	Ciaramella	Christopher	11/06/17	1.00	58,115
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Working Foreman	Hilton	Marc	11/06/17	1.00	58,107
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Working Foreman	Sevastakis	Nicholas	11/13/17	1.00	58,115
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Craftsman	D'Amelio	Francesco	11/05/18	1.00	55,661
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Craftsman	Gambardella	Travis	02/25/19	1.00	53,373
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Laborer	Bruker	Christopher	11/05/18	1.00	52,359
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Laborer	Pino	John	11/05/18	1.00	52,359
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Laborer	Courage	Christopher	09/09/19	1.00	52,359
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Laborer	Digregorio	Michael	09/03/19	1.00	52,359
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Laborer	Petrigno	Michael	09/09/19	1.00	52,359
430 - DEPT OF PUBLIC WORKS: Water & Sewer Enterprise	Laborer	Tallent	Joseph	11/27/18	1.00	52,359

FY 2021 Budget - Total FTE's by Department

Full-Time Equivalent (FTE) definition: FTE is a unit of measurement that indicates the workload of an employee. A full-time position, which in the City of Revere could be either 39 or 40 hours per week depending on the position, is equivalent to 1 FTE. Partial FTEs are calculated based on the hours worked versus the hours considered full-time (either 39 or 40 hours per week). Part time employees that receive no health or retirement benefits are not included in FTE count.

The FTE count below includes all regular, benefit eligible City employees, regardless of funding status. Some positions are fully or partially funded through grants or other non-General Fund funding sources.

FY2021 proposed staffing levels represent a decrease of 20.71 FTE's over FY2020. Public school staffing remained level for FY2021. The municipal changes are as follows:

(a)	decreased by 2.0 FTE's due to budget cuts/reduction in force
(b)	decreased by .51 FTE due to retirement/restructuring
(c)	decreased by 1.0 due to budget cuts/restructuring (moved one employee to DPW Admin, added one employee from HCI)
(d)	decreased by 1.0 due to budget cuts/reduction in force
(e)	decreased by 1.0 FTE due to budget cuts/reduction in force
(f)	increase of 2.0 FTE due to grant funded positions
(g)	decrease of 2.0 FTE due to one retirement and one reduction in force/budget cuts
(h)	decrease of 1.0 FTE due to reduction in force/budget cuts
(i)	increase of 0.5 FTE due to 0.5 FTE Chief of Infrastructure/Public Works
(j)	decrease of 1.0 FTE due to reduction in force/budget cuts
(k)	HCI has been combined with Health Dept for FY2021 (one employee to Health Dept, one employee to Community Development)
(l)	decrease by .72 FTE due to budget cuts/reductions in force
(m)	decrease by 1.5 FTE due to budget cuts and retirement
(n)	decrease by .62 FTE due to budget cuts/reductions in force
(o)	increase by .57 FTE due to restructuring (increases in FTE funded by special revenue funds)
(p)	decrease by .68 FTE due to reorganization of duties of existing staff
(q)	decrease by 3.5 FTE due to reorganization of staff and reductions in force/budget cuts

General Government

Department	FY19 Budget	FY20 Budget	FY21 Budget	Change (FY20/FY21)	Note
City Council	-	-	-	-	a
Mayor's Office	5.00	5.62	5.77	0.15	
Regional Schools	-	-	-	-	
Human Resources	3.00	3.00	3.00	-	
Office of Innovation & Data Management	4.00	4.00	4.00	-	
Auditing	5.00	5.00	5.00	-	
Purchasing	2.00	2.00	2.00	-	
Information Technology	2.00	2.00	2.00	-	
Assessors	4.72	5.72	5.72	-	
Director of Finance/Collector/Treasurer	13.00	13.00	11.00	(2.00)	
Solicitor	4.00	4.00	4.00	-	
City Clerk	3.51	4.51	4.00	(0.51)	
Election Commission	3.00	3.00	3.00	-	
Licensing	-	-	-	-	

General Government (continued)					
Department	FY19 Budget	FY20 Budget	FY21 Budget	Change (FY20/FY21)	Note
Conservation Commission	-	-	-	-	c d
Zoning Board of Appeals	-	-	-	-	
Office of Strategic Planning & Economic Development	6.00	7.00	6.00	(1.00)	
Engineering	3.00	3.00	2.00	(1.00)	
General Government	58.23	61.85	57.49	(4.36)	
Public Safety					
Police Department - Sworn	106.00	107.00	107.00	-	e f
Police Department - Civilian	9.82	8.00	7.00	(1.00)	
Fire Department - Sworn	107.00	107.00	109.00	2.00	
Fire Department - Civilian	2.00	2.00	2.00	-	
Regional Emergency Communication Center (RECC)	-	-	-	-	
Municipal Inspections	6.00	17.51	15.51	(2.00)	g
Weights & Measures Division	1.00	-	-	-	h
Parking Control	8.00	10.00	9.00	(1.00)	
Public Safety	239.82	251.51	249.51	(2.00)	
School Department					
School Department	879.00	879.00	879.00	-	
Department of Public Works					
Public Works Administration	6.00	5.00	5.50	0.50	i j
Public Works Snow & Ice	-	-	-	-	
Public Works Highway Division	8.00	5.00	6.00	1.00	
Public Works Open Space	3.00	4.00	3.00	(1.00)	
Public Works Facilities/ Public Property	4.00	5.00	4.00	(1.00)	
Public Works General	21.00	19.00	18.50	(0.50)	

Human Services					
Department	FY19 Budget	FY20 Budget	FY21 Budget	Change (FY20/FY21)	Note
Health Inspection Division	8.51	-	-	-	k l m n
Public Health Initiatives	7.00	10.00	10.00	-	
Healthy Community Initiatives	1.90	2.52	-	(2.52)	
Substance Use Initiatives	2.82	2.72	2.00	(0.72)	
Elder Affairs	5.50	5.50	4.00	(1.50)	
Veterans' Affairs	2.00	2.00	2.00	-	
Commission on Disabilities	-	-	-	-	
Consumer Affairs	1.62	1.62	1.00	(0.62)	
Human Services	29.35	24.36	19.00	(5.36)	
Cultural & Recreational Departments					
Library	7.82	7.95	8.52	0.57	o p
Parks & Recreation	3.93	7.43	6.75	(0.68)	
Human Services	11.75	15.38	15.27	(0.11)	
Unclassified					
Retirement & Pension	3.00	2.00	2.00	-	
Total General Fund FTE's	1,242.15	1,253.10	1,240.77	(12.33)	
Enterprise Funds					
Dept of Public Works: Water/Sewer Enterprise Fund	22.00	24.00	20.50	(3.50)	q
Dept of Public Works: Solid Waste Enterprise Fund	4.00	6.00	6.00	-	
Total Enterprise FTE's	26.00	30.00	26.50	(3.50)	

GLOSSARY OF TERMS

Abatement - A complete or partial cancellation of a tax levy imposed by a governmental unit. Administered by the local board of assessors.

Accounting Period - A period at the end of which, and for which, financial statements are prepared. Also known as a fiscal period.

Accounting System - A system of financial record keeping that records, classifies and reports information on the financial status and operation of an organization.

Activity - A specific and distinguishable line of work performed by one or more organization components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible.

Adopted Budget - The resulting budget that has been approved by the City Council.

Allocation - The distribution of available monies, personnel, buildings, and equipment among various City departments, divisions or cost centers.

Annual Budget - An estimate of expenditures for specific purposes during the fiscal year (July 1-June 30) and the proposed means (estimated revenues) for financing those activities.

Appropriation - An authorization granted by the City Council to incur liabilities for purposes specified in the appropriation act.

Arbitrage - Investing funds borrowed at a lower interest cost in investments providing a higher rate of return.

Assessed Valuation - A valuation set upon real or personal property by the local board of assessors as a basis for levying taxes.

Audit - An examination of documents, records, reports, system of internal control, accounting and financial procedures to ensure that financial records are fairly presented and in compliance with all legal requirements for handling of public funds, including state and federal laws and the City charter.

Balanced Budget - A budget in which receipts are greater than (or equal to) expenditures. A requirement for all Massachusetts cities and towns.

Bond Anticipation Notes (BAN) - Notes issued in anticipation of later issuance of bonds, usually payable from the proceeds of the sale of the bonds or renewal notes.

Budget - A plan of financial operation embodying an estimate of proposed expenditures for a given time period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.

Budget Calendar - A schedule of certain steps to be followed in the budgeting process and the dates by which each step must be complete.

Budget Document - The instrument used by the Mayor to present a comprehensive financial program to the appropriating body.

Budget Message - A general discussion of the submitted budget presented in writing by the Mayor to the legislative body as part of the budget document.

Capital Budget - A plan of proposed outlays for acquiring long-term assets and the means of financing those acquisitions during the current fiscal period.

Capital Improvement Program (CIP) - A plan for capital expenditure to be incurred each year over a fixed period of years to meet capital needs arising from the long term work program. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

Charges for Service - (Also called User Charges or Fees) The charges levied on the users of particular goods or services provided by local government requiring individuals to pay for the private benefits they receive. Such charges reduce the reliance on property tax funding.

Cherry Sheet - A form showing all state and county charges and reimbursements to the City as certified by the state director of accounts. Years ago this document was printed on cherry colored paper, hence the name. A copy of this manual can be found at the following on- line address: <http://www.mass.gov/Ador/docs/dls/cherry/CSManual.pdf>.

Community Preservation Act (CPA) - The CPA allows communities to create a local Community Preservation Fund to raise money through a surcharge of up to 3% of the real estate tax levy on real property for open space protections, historic preservation and the provision of affordable housing. The act also creates a significant state matching fund, which serves as an incentive to communities to pass the CPA.

Consent Decree: A consent decree is an agreement or settlement to resolve a dispute between two parties without admission of guilt. The plaintiff and the defendant ask the court to enter into their agreement, and the court maintains supervision over the implementation of the decree in monetary exchanges or restructured interactions between parties

Cost Center - The lowest hierarchical level of allocating monies. Often referred to as a program, project or operation.

Debt Limits - The general debt limit of a City consists of normal debt limit, which is 2 ½ percent of the valuation of taxable property and a double debt limit which is 5 % of that valuation. Cities and towns may authorize debt up to the normal limit without state approval. It should be noted that there are certain categories of debt which are exempt from these limits.

Debt Service - Payment of interest and repayment of principal to holders of government debt instruments.

Deficit or Budget Deficit - The excess of budget expenditures over receipts. City and State laws require a balance budget.

Department - A principal, functional and administrative entity created by statute and the Mayor to carry out specified public services.

Encumbrance - An account used to record the estimated amount of purchase orders, contract, or salary commitments chargeable to an appropriation. The account is credited when goods or services are received and the actual expenditure of the appropriation is known.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that the full costs of providing the goods or services be financed primarily through charges and fees thus removing the expenses from the tax rate. Governmentally owned utilities and hospitals are ordinarily accounted for by enterprise funds.

Equalized Value (EQV) – The full and fair cash value of property within a municipality. See MGL - Ch 58 Section 10C for a full description.

Exemptions - A statutory reduction in the assessed valuation of taxable property accorded to certain taxpayers, such as senior citizens, widows, and war veterans.

Expenditures - The amount of money, cash or checks, actually paid or obligated for payment from the treasury when liabilities are incurred pursuant to authority given in an appropriation.

Financial Accountability - The obligation of government to justify the raising of public resources and what those resources were expended for.

Financial Condition - The probability that a government will meet its financial obligations as they become due and it's service obligations to constituencies, both currently and in the future.

Financing Plan - The estimate of revenues and their sources that will pay for the service programs outlined in the annual budget.

Fiscal Period - Any period at the end of which a governmental unit determines its financial position and the results of its operations.

Fiscal Year - The 12-month financial period used by all Massachusetts municipalities which begins July 1st and ends June 30th of the following calendar year. The year is represented by the date on which it ends. Example: July 1, 2013 to June 30, 2014 would be FY 14.

Fixed Asset - Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Full and Fair Market Valuation - The requirement, by State Law, that all real and personal property be assessed at 100% of market value for taxation purposes. "Proposition 2 ½" laws set the City's tax levy limit at 2 ½ % of the full market (assessed) value of all taxable property.

Fund - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities, and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance -The portion of Fund Equity available for appropriation.

Fund Equity -The excess of fund assets and resources over fund liabilities. A portion of the equity of a governmental fund may be reserved or designated; the remainder is referred to as Fund Balance.

General Fund - A fund used to account for all transaction s of a governmental unit that are not accounted for in another fund. The General Fund is used to account for the ordinary operations of a governmental unit that are financed from taxes and other general revenues.

Government Accounting Standards Board (GASB) - The Governmental Accounting Standards Board (GASB) was organized in 1984 as an operating entity of the Financial Accounting Foundation (FAF) to establish standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities. The Foundation's Trustees are responsible for selecting the members of the GASB and its Advisory Council, funding their activities and exercising general oversight-with the exception of the GASB resolution of technical issues. The GASB function is important because external financial reporting can demonstrate financial accountability to the public and is the basis for investment, credit and many legislative and regulatory decisions. The mission of the Governmental Accounting Standards Board is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports and guide and educate the public, including issuers, auditors, and users of those financial reports. More information, including all statements, can be found at www.gasb.org.

Grant - A contribution of assets by one governmental unit to another unit. Typically, these contributions are made to local governments from the state and federal government. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes, or for the acquisition or construction of fixed assets.

Inter-fund Transactions - Payments from one administrative budget fund to another or from one trust fund to another, which result in the recording of a receipt and an expenditure.

Intra-fund Transactions - Financial transactions between activities within the same fund. An example would be a budget transfer.

Levy - The amount of taxes, special assessments, or service charges imposed by a governmental unit.

Levy Ceiling - The limit imposed by Proposition 2 ½ that equals 2 ½ % of the total full and fair cash value of all taxable property.

Levy Limit - The amount that a municipality may raise in taxes each year which is based on the prior year's limit plus 2 ½ % increase on that amount plus the amount certified by the State that results from "new growth".

License and Permit Fees - The charges related to regulatory activities and privileges granted by government in connection with regulations.

Line-item Budget - A format of budgeting which organizes costs by object of expenditure such as supplies, equipment, maintenance or salaries.

Major Funds - There are two types of major governmental funds – General Funds and Enterprise Funds. These funds are voted as part of the annual city budget. The General Fund is the major operating fund of municipal governments, and it accounts for the vast majority of municipal operations. The General Fund is supported by revenues from real estate and personal property taxes, state and federal aid, excise taxes, investment income, fines and forfeitures, and fees and charges.

Most of the municipal departments, including the schools, are supported in whole or in part by the General Fund. Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Massachusetts Department of Revenue (DOR) - The mission of the Massachusetts Department of Revenue is to achieve maximum compliance with the tax, child support, and municipal finance laws of the Commonwealth. In meeting its mission, the Department is dedicated to enforcing these laws in a fair, impartial, and consistent manner by providing professional and courteous service to all its customers.

Massachusetts Public Employee Retirement Administration Commission (PERAC) - (PERAC) was created for and is dedicated to the oversight, guidance, monitoring, and regulation of the Massachusetts public pension systems

MBTA-Massachusetts Bay Transportation Authority - The Massachusetts Bay Transportation Authority is the state authority responsible for all aspects of transportation throughout the Commonwealth of Massachusetts. A description of the assessment charged to municipalities can be found in the cherry sheet manual located on-line at <http://www.mass.gov/Ador/docs/dls/cherry/CSManual.pdf>

MGL- Massachusetts General Law - The General Laws of the Commonwealth of Massachusetts. These laws can be found at: <http://www.mass.gov/legis/>

MSBA-Massachusetts School Building Authority - The MSBA is the state authority that oversees all school building projects and funding. The web site is www.mass.gov/msba

Modified Accrual Basis - Under the modified accrual basis of accounting, required for use by governmental funds, revenue are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

New Growth - The additional tax revenue generated by new construction, renovations, and other increases in the property tax base during a calendar year.

Non-expendable Trust Fund - A fund, the principal, and sometimes also the earnings, of which may not be expended.

Non-Tax Revenue - All revenue coming from non-tax sources including licenses and permits, intergovernmental revenue, charges for service, fines and forfeits and various other miscellaneous revenue.

Other Financing Sources (OFS) - An Operating statement classification in which financial inflows other than revenues are reported, for example, proceeds of long-term debt and operating transfers-in.

Other Financing Uses (OFU) - An Operating statement classification in which financial outflows other than expenditures are reported, for example, operating transfers-out.

Operating Budget - A budget that applies to all outlays other than capital outlays.

Overlay - The amount raised by the assessors in excess of appropriation and other charges for the purpose of creating a fund to cover abatements and exemptions.

Overlay Surplus – Any balance in the overlay account of a given year in excess of the amount remaining to be collected or abated can be transferred into this account. Overlay surplus may be appropriated for any lawful purpose.

Performance Indicator - Variables measuring the degree of goal and objective fulfillment achieved by programs.

Performance Standard - A statement of the conditions that will exist when a job is well done.

PILOT – Payment in Lieu of Taxes - Money received from exempt (non-profit) organizations who are otherwise not obligated to pay property taxes. Federal, state, municipal facilities, hospitals, churches and colleges are examples of tax exempt properties.

Policy - A definite course of action adopted after a review of information and directed at the realization of goals.

Priority - A value that ranks goals and objectives in order of importance relative to one another.

Procedure - A method used in carrying out a policy or plan of action.

Program - Collections of work related activities initiated to accomplish a desired end.

Program Budget - A budget format which organizes expenditures and revenues around the type of activity or service provided and specifies the extent or scope of service to be provided, stated whenever possible in precise units of measure.

Proposition 2 ½ - A law which became effective on December 4, 1980. The two main components of the tax law relating to property taxes are: 1) the tax levy cannot exceed 2 ½ % of the full and fair cash value, and 2) for cities and towns at or below the above limit, the tax levy cannot exceed the maximum tax levy allowed for the prior by more than 2 ½ % (except in cases of property added to the tax rolls and for valuation increases of at least 50% other than as part of a general revaluation).

Purchase Order - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

Rating Agencies - This term usually refers to Moody's Investors Service and Standard and Poor's Corporation. These services are the two major agencies which issue credit ratings on municipal bonds.

Registered Bonds - Bonds that are registered on the books of the issuer as to ownership; the transfer of ownership must also be recorded on the books of the issuer. Recent changes in federal tax laws mandate that all municipal bonds be registered if their tax exempt status is to be retained.

Reserves - An account used to indicate that portion of fund equity which is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

Reserve for Contingencies - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Retained Earnings - The accumulated earnings of an Enterprise or Internal Service Fund that have been retained in the fund and are not reserved for any specific purpose.

Revenue - Additions to the City's financial assets (such as taxes and grants) other than from inter-fund transfers and debt issue proceeds.

Revolving Fund - A fund established to finance a continuing cycle of operations in which receipts are available for expenditure without further action by the City Council.

Request for Proposal (RFP) - RFP is a solicitation made, often through a bidding process, by an agency or company interested in procurement of a commodity, service or valuable asset, to potential suppliers to submit business proposals.

RMV- Registry of Motor Vehicles - The Registry of Motor Vehicles in Massachusetts is responsible for all aspects of motor vehicles including but not limited to registration, sales tax, and licensing.

Sanitary Sewer Overflows (SSOs) – Sanitary Sewer Overflows are releases of untreated sewage into the environment and have always been illegal under the Clean Water Act.

Service Level - The extent or scope of the City's service to be provided in a given budget year. Whenever possible, service levels should be stated in precise units of measure.

Special Revenue Fund (SRF) - A fund used to account for revenues from specific revenue sources that by law are designed to finance particular functions or activities of government.

Submitted Budget - The proposed budget that has been approved by the Mayor and forwarded to the City Council for their approval. The City Council must act upon the submitted budget within prescribed guidelines and limitations according to statute and the City Charter.

Supplemental Appropriations - Appropriation's requested by the Mayor and approved by the City Council after an initial appropriation to cover expenditures beyond original estimates.

Tax Anticipation Notes (TAN) - Notes issued in anticipation of collection of taxes, usually retired only from tax collections, and only from the proceeds of the tax levy whose collection they anticipate.

Tax Levy - The amount of taxes, special assessments, or service charges imposed by a governmental unit.

Tax Rate - The amount of tax stated in terms of a unit of the tax base. Prior to a 1978 amendment to the Massachusetts Constitution, a single tax rate applied to all of the taxable real and personal property in a City or town. The 1978 amendment allowed the legislature to create three classes of taxable property: 1) residential real property, 2) open space land, and 3) all other (commercial, industrial, and personal property). Within limits, cities and towns are given the option of determining the share of the levy to be borne by the different classes of property. The share borne by residential real property must be at least 65% of the full rate. The share of commercial, industrial, and personal property must not exceed 150% of the full rate. Property may not be classified until the State Department of Revenue has certified that all property has been assessed at its full value.

Unit Cost - A term used in cost accounting to denote the cost of producing a unit of product or rendering a unit of service, for example, the cost of treating and purifying a thousand gallons of sewage.

Valuation (100%) - Requirement that the assessed valuation must be the same as the market value for all properties.

Warrant - An order drawn by a municipal officer directing the treasurer of the municipality to pay a specified amount to the bearer, either after the current or some future date.

Warrant Payable - The amount of warrants outstanding and unpaid.