



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

June 7, 2018

City Council President Linda M. Morad
Honorable Members of the City Council
133 William Street
New Bedford, MA 02740

Dear Council President Morad and Honorable Members of the City Council:

I am submitting for your approval an ORDER that in accordance with Massachusetts General Law Chapter 44, Section 53E½, the revolving fund under the control of the Inspectional Services Department known as the **VACANT BUILDING REVOLVING FUND**, whose revenues collected and amount limited to be spent estimated at **\$484,323**, is hereby authorized for **FISCAL YEAR 2019**.

Sincerely,

Jonathan F. Mitchell
Mayor

JFM/smt



CITY OF NEW BEDFORD

CITY COUNCIL

June 14, 2018

ORDER

ORDERED, that in accordance with Massachusetts General Law Chapter 44, Section 53E½, the revolving fund under the control of the Inspectional Services Department known as the **VACANT BUILDING REVOLVING FUND**, whose revenues collected and amount limited to be spent estimated at **\$484,323**, is hereby authorized for **FISCAL YEAR 2019**.



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

DEPARTMENT OF INSPECTIONAL SERVICES
133 WILLIAM STREET - ROOM 308
NEW BEDFORD, MA 02740

Memo

To: Mayor, Jonathan F. Mitchell
From: Danny D. Romanowicz, Commissioner
CC: ~~DDR~~ Robert Ekstrom, City Auditor, Ari Sky, Chief Financial Officer
Date: 5/23/2018
Re: Revolving Fund 1239

Please be advised that the Department of Inspectional Services is currently maintaining the Vacant Building Registration Revolving Fund.

The purpose of the Vacant Building Registration Revolving Fund is to have money available to pay for the repairs and maintenance of vacant buildings, Surveys Board of Buildings that have to be demolished by Contractors we hire and pay for the demolition fee for services rendered, pay for the tipping fees for buildings demolished by the City crews. To reimburse the Department of Public Facilities for materials purchased to do any emergency board-ups out of this fund and to reimburse labor costs for said board-ups. The fund also supports the Mayor's Task Force with a budget for 2 Full Time Building Inspectors working 40 hours a week, one Full Time Administrative Coordinator working 40 hours a week, one Full Time Clerk working 35 hours a week and a budget for office supplies. We need to include the cost of two vehicles that will be needed for the Building Inspector positions that are currently vacant.

The undesignated fund balance from FY17 is \$1,052,007.76. The anticipated revenue for FY18 is estimated at \$292,000.00 The estimated expenses for FY18 are \$118,194.00

The revenue for this account is generated by collecting fees for the Vacant Building Registration Ordinance and also the \$500.00 fee collected for the inspections fee. The anticipated revenue for FY19 from the registration/inspection fees should be approximately \$210,000.00

At this time I would like to request an operating budget of \$484,322.19 broken down as follows:

100 Account \$ 163,322.19
200 Account \$ 300,000.00
400 Account \$ 1,000.00
800 Account \$ 20,000.00

Vacant Building

FY17 Fund Balance \$1,052,007.76

FY18 Estimated Revenue \$292,000.00

FY18 Estimated Expenses \$118,194.00

Estimated Fund Balance at the end of FY18 is \$1,225,813.76

FY19 Budget

100 Account

Lindsay Carter-Monteiro \$52,323.48

Pamela Borges \$30,694.23

Vacant Local Building Inspector \$40,152.24

Vacant Local Building Inspector \$40,152.24

Total \$163,322.19

200 Account

Benefits \$66,532.00

- Health \$63,779.00
- Life \$375.00
- Fica \$2,378.00

Board Ups, Court Services, Advertising, Pest Control \$50,000.00

Demolitions, Repairs and Maintenance of Vacant Buildings \$183,468.00

Total \$300,000.00

400 Account

Office Supplies \$1,000.00

Total \$1,000.00

800 Account Capital Outlay

Vehicle \$10,000.00 x 2

Total \$20,000.00

Total Budget \$484,322.19

Lindsay Carter-Monteiro

M4-4

7/1/2018 26 wks

Hours per

Salary	Weeks	Wkly Rate	Week	Hrly Rate
\$ 51,477.0000	52	\$ 989.9423	40.00	\$ 24.7486
\$ 989.9440	26	\$ 25,738.5440		40.0000
				\$ 989.9440

M4-5 1/1/2019 26 wks 1 day

\$ 52,764.0000	52	\$ 1,014.6923	40.00	\$ 25.3673
\$ 1,014.6920	26	\$ 26,381.9920		40.0000
				\$ 1,014.6920

25.3673

8 202,9384

FICA \$ 761.83

\$ 52,323.4744

Pamela Borges

Gr 7 Step 3 7/1/2018 36 wks

Hrly Rate	Wkly Hrs	Wkly Rate	Total Wks	Total
\$ 16.4900	35	\$ 577.1500	36.00	\$ 20,777.4000

Gr 7 Step 4 3/13/2019 16 wks 1 day

\$ 17.4900	35	\$ 612.1500	16	\$ 9,794.4000
\$ 17.4900	7	\$ 122.4300		

FICA \$ 446.91

\$ 30,694.2300

Vacant Building Insp x 2

Gr 12 Step 1

7/1/2018 52 wks 1 day

Hrly Rate	Wkly Hrs	Wkly Rate	Total Wks	Total
\$ 19.2300	40	\$ 769.2000	52.00	\$ 39,998.4000
\$ 19.2300	8	\$ 153.8400		

FICA \$ 584.62

\$ 40,152.2400