

## 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. Mittell

Mayor

JFM/smt



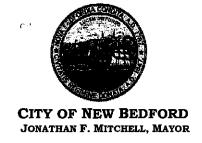
## CITY OF NEW BEDFORD

## 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.



# 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: 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

| FICA \$ 5      |   | Vacant Building Insp x 2 | FICA \$ 4      |   | Pamela Borges   |             | FICA \$ 7 |  |  | Linusay Carter-Monteiro |
|----------------|---|--------------------------|----------------|---|---|-------------|-----------|--|--|-------------------------|
| 584.62         |   |                          | 446.91         |   |   |             | 761.83    |  |  |                         |
|                | Hrly Rate<br>\$ 19.2300<br>\$ 19.2300                 | Gr 12 Step 1             |                | Gr 7 Step 4<br>\$ 17.4900<br>\$ 17.4900                   | Gr 7 Step 3<br>Hrly Rate<br>\$ 16.4900                  |             |           | M4-5<br>\$ 52,764.0000<br>\$ 1,014.6920                        | Salary<br>\$ 51,477.0000<br>\$ 989.9440                | M4-4                    |
|                | Wkly Hrs Wkly Rate<br>40 \$ 769.2000<br>8 \$ 153.8400 | 7/1/2018 52 wks 1 day    |                | 3/13/2019 16 wks 1 day<br>35 \$ 612.1500<br>7 \$ 122.4300 | 7/1/2018 36 wks<br>Wkly Hrs Wkly Rate<br>35 \$ 577.1500 |             |           | 1/1/2019 26 wks 1 day<br>52 \$ 1,014.6923<br>26 \$ 26,381.9920 | Weeks Wkly Rate<br>52 \$ 989.9423<br>26 \$ 25,738.5440 | //1/2018 26 wks         |
| \$ 40,152.2400 | Total Wks Total<br>52.00 \$ 39,998.4000               |                          | \$ 30,694.2300 | 16 \$ 9,794.4000  | Total Wks Total<br>36.00 \$ 20,777.4000                 |             | 20.007    | 40.00 \$ 25.3673   | Hours per<br>Week Hrly Rate<br>40.00 \$ 24.7486        |                         |
|                |   |                          |                |   | _   | \$          | ·<br>     | 40.0000 \$   | 40.0000 \$   |                         |
|                |   |                          |                |   |   | 52,323.4744 | 202.5064  | 40.0000 \$ 1,014.6920  | 989.9440   |                         |