



**CITY OF NEW BEDFORD**  
JONATHAN F. MITCHELL, MAYOR

June 6, 2019

City Council President Linda M. Morad and  
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 MGL Chapter 44, Section 53E ½, the revolving fund under the control of the Inspectional Services Department, known as **VACANT BUILDING REVOLVING FUND**, whose revenues collected and amount limited to be spent estimated at **\$662,314**, is hereby authorized for **FISCAL YEAR 2020**.

Sincerely,

Jon Mitchell  
Mayor



# CITY OF NEW BEDFORD

## CITY COUNCIL

June 13, 2019

ORDERED: that in accordance with MGL Chapter 44, Section 53E ½, the revolving fund under the control of the Inspectional Services Department, known as **VACANT BUILDING REVOLVING FUND**, whose revenues collected and amount limited to be spent estimated at **\$662,314**, is hereby authorized for **FISCAL YEAR 2020**.



**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:** *DD* Robert Ekstrom, City Auditor, Ari Sky, Chief Financial Officer  
**Date:** 5/23/2019  
**Re:** Revolving Fund 1239

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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 40 hours a week (increased from 35 hours) 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 FY18 is \$1,214,460.12 The anticipated revenue for FY19 is estimated at \$200,000.00 The estimated expenses for FY19 are \$140,113.00

The revenue for this account is generated by collecting fees for the Vacant Building Registration Ordinance and also the \$500.00 collected for the inspections fee. The anticipated revenue for FY20 from the registration/inspection fees should be approximately \$210,000.00

At this time I would like to request an operating budget of \$662,314.00 broken down as follows:

100 Account \$ 171,900.00  
200 Account \$ 467,414.00  
400 Account \$ 3,000.00  
800 Account \$ 20,000.00

## **Vacant Building**

FY18 Fund Balance \$1,214,460.12

FY19 Estimated Revenue \$200,000.00

FY19 Estimated Expenses \$140,113.00

Estimated Fund Balance at the end of FY19 is \$1,274,347.12

## **FY20 Budget**

### **100 Account**

Lindsay Carter-Monteiro \$53,973.00

Pamela Borges \$37,315.00 (increased from 35 hrs to 40 hrs weekly)

Vacant Local Building Inspector \$40,306.00

Vacant Local Building Inspector \$40,306.00

**Total \$171,900.00**

### **200 Account**

Benefits \$70,469.00

- Health \$67,591.00
- Life \$375.00
- Fica \$2,503.0

Cell Phones, Board Ups, Court Services, Advertising, Pest Control, Rental Lease \$96,945.00

Demolitions, Repairs and Maintenance of Vacant Buildings \$300,000.00

**Total \$467,414.00**

### **400 Account**

Photocopy Supplies \$2,000.00

Office Supplies \$1,000.00

**Total \$3,000.00**

### **800 Account Capital Outlay**

Vehicle \$10,000.00 x 2 = \$20,000.00

**Total \$20,000.00**

**Total Budget \$662,314.00**