



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

June 4, 2020

City Council President Joseph P. Lopes and  
Honorable Members of the City Council  
133 William Street  
New Bedford, MA 02740

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

As you may know, the Mayor's Office established a temporary position to help ensure strong New Bedford participation in the 2020 U.S. Census and coordinate the activities of the Complete Count Committee, including the raising of outside grant funds in close cooperation with the City's community partners. I am pleased to report to the Council that this personnel investment of approximately \$24,000 has played a valuable role in securing \$60,000 in grant monies to-date for Census-related initiatives throughout the City. To meet the \$24,000 expenditure and certain other costs, I am therefore submitting for your approval an ORDER that the sum of **TWENTY-NINE THOUSAND DOLLARS (\$29,000)** now standing to the credit of the account from **TOURISM SALARIES AND WAGES** be and the same is hereby transferred and appropriated to as follows:

**MAYOR SALARIES AND WAGES.....\$29,000**

To be certified and approved by the Department Head

Sincerely,

Jon Mitchell  
Mayor



# CITY OF NEW BEDFORD

## CITY COUNCIL

June 11, 2020

ORDERED, that the sum of **TWENTY-NINE THOUSAND DOLLARS (\$29,000)** now standing to the credit of the account from **TOURISM SALARIES AND WAGES** be and the same is hereby transferred and appropriated to as follows:

**MAYOR SALARIES AND WAGES.....\$29,000**

To be certified and approved by the Department Head



CITY OF NEW BEDFORD  
JONATHAN F. MITCHELL, MAYOR

TOURISM DEPARTMENT

ACTING DIRECTOR OF TOURISM  
& MARKETING  
BROOKE VINAGRE

MAY 28, 2020

TO: Mayor Jonathan F. Mitchell

CC: Ari Sky

FROM: Brooke Vinagre, Acting Director of Tourism and Marketing

SUBJ: Anticipated FY20 Surplus

We anticipate a surplus in the amount of \$32,000 in our 100 Salaries and Wages account due to the vacancy of the Director of Tourism and Marketing position on January 1, 2020 and the Program Manager's position vacancy on March 16, 2020.

Thank you,

Brooke Vinagre, Acting Director of  
Tourism & Marketing



OFFICE OF THE CFO

ARI J. SKY  
CHIEF FINANCIAL OFFICER

CITY OF NEW BEDFORD

JONATHAN F. MITCHELL, MAYOR

June 2, 2020

**TO:** Mayor Jonathan F. Mitchell  
New Bedford City Council

**FROM:** Ari J. Sky

**SUBJECT:** FY 2020 General Fund Budget Reconciliation

As in past years, several departments will require transfers prior to the end of the fiscal year to eliminate deficits resulting from excess expenditures, grant match requirements and budget reductions. Over the course of FY 2020, we have taken several steps to restrain the overall rate of expense, including continuation of the hiring slowdown and enforcement of cost controls in the nonpersonnel accounts. The advent of the COVID-19 pandemic exacerbated the situation, resulting in excess expenditures in some areas and unanticipated savings in others.

Revenue losses due to the pandemic will leave the General Fund with a deficit against budget, currently estimated at about \$2-\$2.5 million. In addition, COVID-19 related expenditures will total approximately \$2 million, although we believe those expenses will be reimbursed by FEMA and CARES Act funding. There will be also be savings in a number of areas: most notably, health insurance expenditures dropped precipitously during the pandemic as medical providers ceased providing elective and routine services. Regardless, it will be necessary to effect several transfers in order to prevent individual deficits from being raised on next year's tax recap. Most of the requested transfers will be internal to the respective departments, although several will require funding from other departments to balance.

The largest drivers requiring interdepartmental support will be underbudgeting in the Fire and General Government Unclassified (GGU) budgets. Personnel expenditures in the Fire Department will exceed budget principally due to overtime expenses, which continue to exceed budget despite increases over the past several years. The GGU budget was reduced by the City Council during the budget process, with the direction that staff identify offsetting funding elsewhere. In addition, several interdepartmental transfers will be submitted to offset anticipated deficits resulting from insufficient vacancy savings and excess personnel and material expenses. In addition to Fire and GGU, the departments requiring interdepartmental transfers are City Clerk, Clerk of Committees, CFO, Mayor, Zoo, Emergency Medical Services, Traffic, Planning, Licensing, and Elections.

Thank you for your consideration. Please do not hesitate to contact me if you have any questions or concerns.