



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

May 20, 2021

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:

I am submitting for your approval an ORDER that the sum of **ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000)** now standing to the credit of the account from:

POLICE SALARIES AND WAGES (\$700,000), HEALTH SALARIES AND WAGES (\$40,000), PLANNING SALARIES AND WAGES (\$117,000), RECREATION AND PARKS SALARIES AND WAGES (\$35,000), TRAFFIC SALARIES AND WAGES (\$50,000), PUBLIC INFRASTRUCTURE SALARIES AND WAGES (\$235,000), GENERAL GOVERNMENT UNCLASSIFIED CHARGES AND SERVICES (\$215,000), SNOW CHARGES AND SERVICES (\$80,000) and HEALTH INSURANCE CHARGES AND SERVICES (\$28,000)

be and the same is hereby transferred and appropriated to as follows:

FIRE SALARIES AND WAGES..... \$1,500,000

To be certified and approved by the Department Head

Sincerely,

Jon Mitchell
Mayor



CITY OF NEW BEDFORD

CITY COUNCIL

May 27, 2021

ORDERED. that the sum of **ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000)** now standing to the credit of the account from:

POLICE SALARIES AND WAGES (\$700,000), HEALTH SALARIES AND WAGES (\$40,000), PLANNING SALARIES AND WAGES (\$117,000), RECREATION AND PARKS SALARIES AND WAGES (\$35,000), TRAFFIC SALARIES AND WAGES (\$50,000), PUBLIC INFRASTRUCTURE SALARIES AND WAGES (\$235,000), GENERAL GOVERNMENT UNCLASSIFIED CHARGES AND SERVICES (\$215,000), SNOW CHARGES AND SERVICES (\$80,000) and HEALTH INSURANCE CHARGES AND SERVICES (\$28,000)

be and the same is hereby transferred and appropriated to as follows:

FIRE SALARIES AND WAGES..... \$1,500,000

To be certified and approved by the Department Head



CITY OF NEW BEDFORD
MASSACHUSETTS

OFFICE OF THE AUDITOR

Robert W. Ekstrom
City Auditor

May 20, 2021

The Honorable Jonathan F. Mitchell, Mayor
Members of the City Council
City of New Bedford
New Bedford, MA 02740

Re: Fiscal year 2021 account reconciliations

Over the course of fiscal year 2021, City management has taken steps to restrain the overall rate of expenditures incurrence, including continuation of the hiring slowdown and enforcement of cost controls in non-personnel accounts. Nevertheless, as in past years, several departments will require transfers prior to the end of the fiscal year to eliminate deficits resulting from excess expenditures.

The majority of deficits are being covered through intradepartmental appropriation transfers, such as from Salaries & Wages to Supplies & Materials. In these cases, the departments' overall budget will not change.

Five departments will require interdepartmental appropriation transfers in order to eliminate deficits. Failure to do so will require the City to raise funds to cover these deficits on the annual Tax Rate Recap in December. The two largest requiring deficit coverage are Fire for \$1,500,000 and Emergency Medical Services for \$277,000. In the Fire Department, Salaries & Wages will exceed budget principally due to overtime, which continues to exceed budget despite increases over the past several years. In EMS, vacant positions and coverage for injured employees have driven up both overtime and variable-time temporary labor. The remaining three departments requiring coverage are Tourism for \$23,000 from Community Services, the CFO's Office for \$12,000 from City Treasurer, and City Clerk for \$7,000 from City Council. Each providing department's declaration of surplus is included in the docket package.

If you have further questions, please feel to reach out to me by phone (508-979-1530) or email at Robert.ekstrom@newbedford-ma.gov.

Sincerely,

Robert Ekstrom
City Auditor



City of New Bedford



FIRE DEPARTMENT

Scott Kruger
Acting Fire Chief

May 18, 2021

Mayor Jonathan Mitchell
City of New Bedford
133 William St.
New Bedford, MA 02740

RE: Deficit in Budget FY21

Dear Mayor Mitchell:

I am writing to inform you that the New Bedford Fire Department's 100 account will hit a deficit by year's end. We project approximately (\$1,500,000). The deficit has been caused by several reasons:

1. The significant increase of structure fires throughout the City since Thanksgiving Day resulting in multiple alarm fires which required call backs of significant amount of personnel and the injuries because of said fires.
2. Increase of vacation time for members as per the contract.
3. Increase of family sick leave resulting from COVID reasons not covered by the CARES act.
4. Vacancies due to recent retirements.

I am respectfully requesting the following transfer to cover these costs for FY21:

- \$1,500,000 in the Overtime account 02200000-511480

If you have any questions, please do not hesitate to contact me directly. Thank you in advance for your understanding.

Respectfully submitted,

Scott Kruger
Acting Fire Chief



***New Bedford Police Department
Office of the Chief of Police***

871 Rockdale Avenue, New Bedford, MA 02740
Phone: 508-991-6300 Fax: 508-961-3022

Jonathan F. Mitchell
Mayor

Paul J. Oliveira
Acting Chief of Police

May 14, 2021

Mayor Jonathan Mitchell
City of New Bedford
133 William Street
New Bedford, MA 02740

RE: FY21 YEAR END SURPLUS

Dear Mayor Mitchell,

The New Bedford Police Department is projecting an estimated surplus in the 100 account, Salaries and Wages of approximately \$700,000. This surplus is due to vacant positions as well as reimbursements from the State 911 Support & Incentive grant for personnel cost of our certified Emergency Telecommunicators.

Currently, we are not anticipating a surplus in the 200, 400 or 800 account.

Should you have any questions or require additional information please feel free to call me. Your consideration in this matter is greatly appreciated.

Sincerely,

A handwritten signature in dark ink, appearing to read "P. Oliveira".

Paul J. Oliveira, Acting Chief of Police

Cc: Robert Ekstrom, Acting CFO



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

HEALTH DEPARTMENT

BOARD OF HEALTH

PATRICIA L. ANDRADE, M.D.
CRAIG LONGO, M.D.
SARAH MORRIS, M.D.

DAMON CHAPLIN
DIRECTOR

May 19, 2021

Mayor Jon Mitchell
City of New Bedford
133 William St.
New Bedford, MA 02740

Re: FY21 Year End Surplus

Dear Mayor Mitchell,

The New Bedford Health Department is projecting an estimated surplus in the 100 account, Salaries and Wages of approximately \$40,000. This surplus is due to vacant positions that we are in the process of hiring.

The 200 account will see a surplus of approximately \$45,000.00 due to not having a dental program in the public schools.

The 400 account will see a surplus of approximately \$13,000.00 due to not having a dental program and nursing supplies being funded from the covid account.

The 800 account will see a surplus of approximately \$8,000.00 due to new computers being funded with the covid account.

If there are any questions or further explanation is needed please contact Kristine Cunningham at any time.

Sincerely,



Damon Chaplin
Director

Cc: Robert Ekstrom, Acting CFO



MAYOR
JON MITCHELL
PLANNING DIRECTOR
JENNIFER CARLONI

City of New Bedford Department of City Planning

133 William Street · Room 303 · New Bedford, Massachusetts 02740
Telephone: (508) 979.1488 · Facsimile: (508) 979.1576

MEMO

To: Robert Ekstrom, Acting Chief Financial Officer
From: Jennifer Carloni, Director of City Planning
DATE: May 18, 2021

SUBJECT: Planning Division Surplus

Please be advised that as of the above date, I am declaring that the Planning Division has a surplus of +/- \$117,656 in the 100 account due to staff vacancies in the office during the course of the fiscal year.

If you have any questions, please let me know.



CITY OF NEW BEDFORD

PARKS, RECREATION & BEACHES

JONATHAN F. MITCHELL, MAYOR



To: Sharon Thomas, CFO Office

Date: May 18, 2021

Re: Estimated Surplus

We anticipate a surplus in the 100 Account of approximately \$35,000.

This surplus is due in large part to a full time staff vacancy that was not filled from Aug 2020- May 2021.

We do not anticipate a surplus in any other accounts.

Respectfully submitted by:

Mary S. Rapoza, Director



CITY OF NEW BEDFORD
MASSACHUSETTS

OFFICE OF THE AUDITOR

Robert W. Ekstrom
City Auditor

May 20, 2021

The Honorable Jonathan F. Mitchell, Mayor
City of New Bedford
New Bedford, MA 02740

Re: Declaration of surplus

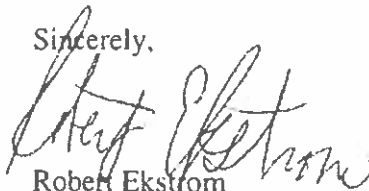
Mayor:

Please be advised that I am expecting a surplus of at least \$215,000 in General Government Unclassified (GGU), namely in Police and Fire Indemnity. Beginning July 1, 2021, Guardian Claims Services assumed all adjudication and administrative functions over worker's compensation and injured on duty cases. Although it is too soon to determine whether costs will be appreciably lower under Guardian, there is nevertheless sufficient remaining appropriation to cover one additional billing from Guardian, expected during the last week of June.

Although it is prudent to retain individual GGU account surpluses as a hedge against deficits in other areas, largely since so many other GGU costs are non-controllable, in this case coverage of a known deficit in Fire Salaries & Wages outweighs the risk of potential deficits in other GGU accounts. Therefore, I respectfully request a transfer as follows:

To: Fire Salaries & Wages in the amount of \$215,000 (02200000-511110)
From: General Government Unclassified Charges For Services in the same amount (0190000-520680)

Sincerely,



Robert Ekstrom
City Auditor



Jon Mitchell, Mayor

City of New Bedford

OFFICE OF THE TRAFFIC COMMISSION

The Elm Street Garage
51 Elm Street
New Bedford, MA 02740
Tel. (508) 961-3153
Fax: (508) 979-1716

Laurie Alfonso
Parking Clerk

May 17, 2021

To: Mayor Jon Mitchell
From: Laurie Alfonso

RE: Surplus

The Traffic Commission is declaring a surplus of Fifty Thousand Dollars (\$50,000.00) in the 100 account due to ongoing Parking Enforcement Officer and Financial Assistant I vacancies.

Sincerely,

A handwritten signature in cursive script that reads "Laurie Alfonso".

Laurie Alfonso
Executive Secretary/Parking Clerk



CITY OF NEW BEDFORD

Jonathan F. Mitchell, Mayor

Department of Public Infrastructure

**Jamie Ponte
Commissioner**

**Water
Wastewater
Highways
Engineering
Cemeteries
Park Maintenance
Forestry
Energy**

To: Robert Ekstrom, CFO

From: Jamie Ponte, Commissioner

Date: May 20, 2021

RE: Transfer of Funds – DPI Budget

There will be a surplus in Salaries and Wages of \$508,715.30 due to vacancy savings. All vacancies have been posted and advertised, and the department has been actively recruiting on the city's website, through universities, and on professional websites. Turnover has always been a struggle for this department and has greatly contributed to the vacancy savings.

I respectfully request a transfer of \$215,000.00 from Salaries and Wages to Capital Outlay. We plan to utilize these funds for a new hot box trailer and insert (pothole filler), a compact sidewalk sweeper, a line painter, a salter insert, and trailers. This equipment will further ensure the department reaches its goals for street and sidewalk maintenance which in turn relates to public safety and the overall appearance of the City.

Please do not hesitate to contact me with questions. I appreciate your assistance in this matter.

Sincerely,

Jamie Ponte
Commissioner