



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

June 3, 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 in accordance with MGL Chapter 44, Section 53E ½, the revolving fund under the control of the Department of Inspectional Services, known as the **VACANT BUILDING REVOLVING FUND**, whose revenues collected and amount limited to be spent estimated at \$722,497 is hereby authorized for **FISCAL YEAR 2022**.

Sincerely,

Jon Mitchell  
Mayor



# CITY OF NEW BEDFORD

## CITY COUNCIL

June 10, 2021

ORDERED, that in accordance with MGL Chapter 44, Section 53E ½, the revolving fund under the control of the Department of Inspectional Services, known as the **VACANT BUILDING REVOLVING FUND**, whose revenues collected and amount limited to be spent estimated at **\$722,497** is hereby authorized for **FISCAL YEAR 2022**.



**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:** <sup>DDR</sup> Robert Ekstrom, City Auditor, Ari Sky, Chief Financial Officer  
**Date:** 5/12/2021  
**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 Data Entry Clerk working 40 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 FY20 is \$1,331,551.87. The anticipated revenue for FY21 is estimated at \$82,550.00 The estimated expenses for FY21 are \$273,300.00.

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 FY21 from the registration/inspection fees should be approximately \$200,000.00

At this time I would like to request an operating budget for FY22 of \$722,496.75 broken down as follows:

100 Account \$ 178,199.23  
200 Account \$ 493,997.52  
400 Account \$ 1,500.00  
800 Account \$ 48,800.00



## **Vacant Building**

FY20 Fund Balance \$1,331,551.87

FY21 Estimated Revenue \$82,550.00

FY21 Estimated Expenses \$273,300.00

Estimated Fund Balance at the end of FY21 \$975,701.87

## **FY21 Budget**

### **100 Account**

Lindsay Carter-Monteiro \$57,443.87

Donna Brown \$37,277.12

2 Vacant Local Building Inspector \$41,739.12 = \$83,478.24

**Total \$178,199.23**

### **200 Account**

Benefits \$58,159.52

- Health \$55,183.92
- Life \$374.40
- Fica \$2,601.20

Cell Phones, Board Ups, Court Services, Advertising, Pest Control, Rental Lease, Electricity (9 Pope St) and Contract with Opportunity Space, Inc. DBA TOLEMI (\$22,920.00) \$135,838.00

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

**Total \$493,997.52**

### **400 Account**

Photocopy Supplies \$1,000.00

Office Supplies \$500.00

**Total \$1,500.00**

### **800 Account Capital Outlay**

Vehicle \$24,400.00 x 2 = \$48,800.00

**Total \$48,800.00**

**Total Budget \$722,496.75**