



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

June 2, 2022

City Council Ian Abreu and
Honorable Members of the City Council
133 William Street
New Bedford, MA 02740

Dear Council President Abreu 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 **\$752,000** is hereby authorized for **FISCAL YEAR 2023**.

Sincerely,

Jon Mitchell
Mayor



CITY OF NEW BEDFORD

CITY COUNCIL

June 9, 2022

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 **\$752,000** is hereby authorized for **FISCAL YEAR 2023**.



DEPARTMENT OF INSPECTIONAL SERVICES

133 WILLIAM STREET – ROOM 308

NEW BEDFORD, MA 02740

Mayor John Mitchell
CITY OF NEW BEDFORD

Memorandum

To: Mayor Jonathan F. Mitchell
cc: Michael Gagne, Interim Chief Financial Officer & Robert Ekstrom, City Auditor
From: Danny D. Romanowicz, Director of Inspectional Services and Commissioner of Buildings
Date: May 16, 2022 *DDR*
Re: Vacant Building Registration Revolving Fund (1239)

The Department of Inspectional Services oversees the Vacant Building Registration Revolving Fund (1239). The purpose of this fund is as follows:

- Repair and maintenance of vacant buildings.
- Cost of asbestos surveys for buildings that need to be demolished.
- Costs of demolition (either to reimburse demolition contractors hired by the City or to pay for tipping fees for buildings demolished by City crews).
- To reimburse the Department of Facilities and Fleet Management for labor and/or materials for any emergency board-ups.
- To fund the Mayor's Task Force budget:
 - One (1) full-time Administrative Specialist (Unit C; currently, M-4, Step 7) working 40 hours a week.
 - One (1) full-time Data Entry Clerk (currently, Grade C, Step 4) working 40 hours a week.
 - Office supplies and other related expenses.
 - Two (2) full-time Local Building Inspectors working 40 hours a week (these positions are currently being advertised).
 - Cost of two (2) vehicles for the two (2) full-time Local Building Inspectors once they are hired.

The undesignated fund balance from FY21 is \$1,199,233.59. Revenue for FY22 is anticipated to be approximately \$85,962.20 (revenue is generated by collecting registration fees pursuant to the Vacant Building Registration Ordinance and by the \$500.00 inspections fee). Expenses for FY22 are estimated to be approximately \$126,379.75.

At this time, we are requesting a FY23 operating budget of \$752,142.00, as follows (more detailed information regarding each account may be found on page two of this memorandum):

100 Account: \$182,758.00
200 Account: \$505,200.00
400 Account: \$1,500.00
800 Account: \$62,694.00

FY23 (Proposed Budget Detail)**100 Account**

Lindsay Carter-Monteiro (salary):	\$60,278.00
Donna Brown (salary):	\$38,490.00
Local Building Inspector #1 (salary):	\$41,995.00
<u>Local Building Inspector #2 (salary):</u>	<u>\$41,995.00</u>
TOTAL	\$182,758.00

200 Account

Health & Life Insurance:	\$62,400.00
FICA:	\$2,800.00
Demolitions, Repairs and Maintenance of Vacant Buildings	\$300,000.00
Other (cell phones, board-ups, court Services, advertising, pest control, copier rental lease, electricity, Tolemi):	<u>\$140,000.00</u>
TOTAL	\$505,200.00

400 Account

Photocopy Supplies:	\$750.00
<u>Office Supplies:</u>	<u>\$750.00</u>
TOTAL	\$1,500.00

800 Account

Two (2) Vehicles for Local Building Inspectors	<u>\$62,694.00</u>
TOTAL	\$62,694.00

GRAND TOTAL (PROPOSED FY23 BUDGET):	\$752,142.00
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