



CITY OF SOMERVILLE, MASSACHUSETTS
KATJANA BALLANTYNE
MAYOR

To: Honorable Members of the City Council
From: Mike Mastrobuoni, Budget Director
Re: FY24 Amended General Fund Budget Adjustments
Date: June 22, 2023

This memo describes the changes in the amended FY24 General Fund budget compared to the preliminary budget submitted to the City Council on June 1st. These changes fall into three categories:

1. Corrections and/or adjustments to the budget
2. Cuts made on June 21st
3. Reinvestment of funding from cuts and corrections

Category 1: Corrections and adjustment to the proposed budget

The following adjustments and corrections are applied to the amended budget and were presented at departmental budget hearings and at cut night on June 22nd:

Department	Budget Line	Description	Amount
SOIA	511000	PT position budgeted FT	(\$44,282)
Parking	578001	Bid came in lower than expected	\$(100,000)
DPW – School Custodians	511000	Correction to three misallocated positions	\$(189,900)
Constituent Services	511000	Missing Sr. Customer Service Rep	\$54,122
IAM -CPPM	511000	Added WHCIS Project Manager	\$91,008
Inspectional Services	511000	Correction – Added two missing positions	\$165,000
Elections	Various	Update for no preliminary election	\$(74,521)
Finance – PCS	511000	Correction to salary pro-ration	\$6,659
Finance – PCS	530028	Correction to OM line	\$(15,000)
Libraries	511000	Corrections to multiple salary steps	\$23,122
OSPCD OHS	511000	Corrections to salary pro-ration	\$(120,621)
OSPCD Econ Dev	511000	Correction to salary pro-ration	\$8,124
Human Resources	511000	Correction to salary step	\$(7,680)
Net Change			\$(203,969)

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Category 2: Cuts made as part of the FY24 budget process

The City Council voted to approve one cut to the proposed budget:

Department	Line	Description	Amount
Exec-Admin	511000	Deputy CAO	\$(81,670)
Net Change			\$(81,670)

Category 3: Reinvestment of funding from departmental cuts and corrections

After accounting for cuts voted by the City Council as well as adjustments based on corrections and new information to the original budget proposal, the amended general fund budget is \$285,639 less than the original appropriation. On June 21st, the Council made several resolutions to increase funding using available capacity under the levy limit. Mayor Ballantyne is proposing the following investments in the amended proposal:

#	Department	Line	Description	Amount
1	OSPCD – Housing Stability	530000	Additional Professional and Technical (P&T) Resources	\$35,127
2	OSPCD – PPZ	511000	Additional Planner (NU9 funded 10/1/23)	\$60,888
3	Finance – Treasury	530000	Vendor Electronic Fund Transfer (EFT) Verification Project	\$100,000
4	Salary Contingency			\$89,624
Net Change				\$285,639

1. An increase to the Office of Housing Stability’s Professional and Technical resources to provide legal services and other supports for residents experiencing housing instability.
2. An additional staff planner will enable PPZ to process permit applications more efficiently, engage with the community in long range planning exercises, respond to zoning amendment petitions from the public and property owners, and collaborate with the City Council to advance land use policy in coordination with Intergovernmental Affairs Director.
3. \$100,000 for an Electronic Fund Transfer (EFT) Verification Project to modernize the City’s payment systems. This project was discussed during Treasurer DuBuque’s budget hearing and continued to move forward throughout June and is now ready to move forward. This funding will support efforts within Treasury and Accounts Payable to transition vendors from paper checks to electronic payments. transition vendors from paper checks to electronic payments.

4. The increased appropriation in Salary Contingency will be used as an opportunity to fund a position focused on wage theft and related challenges. Due to the short turnaround time, work remains to be done to develop a job description, grade, and location for this position. An appropriation from Salary Contingency will be submitted to the City Council when ready.

We thank the Council for their continued support and advocacy around public safety approaches that meet the needs of our community. We have every intention of returning to the Council with a supplemental request to implement the recommendations of the Public Safety for All Task Force, which we expect will encompass many of the areas the Council, the community, and the Administration seek to address.

The proposed reinvestments total the net adjustments due to corrections and cuts. The amended FY24 budget proposal of \$337,331,956 (Municipal Appropriations totaling \$319,923,766) is unchanged from the original submission at the bottom line.

Finally, in recognition of the City Council's resolution to appropriate any remaining free cash to the Affordable Housing Trust Fund, an appropriation has been submitted in the amount of \$82,715.