



City of Somerville

FY21 Proposed Budget Index

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July 1, 2020 - June 30, 2021

Additional information and resources
are available at

www.somervillema.gov/fy21budget

City of Somerville

Joseph A. Curtatone, Mayor

Ed Bean, Director of Finance

Mike Mastrobuoni, Budget Manager

Somerville City Council

Matthew C. McLaughlin, President,
Ward 1

Mary Jo Rossetti, Vice President, At-
large

Wilfred N. Mbah, At-large

Kristen Strezio, At-large

William A. White Jr., At-large

Jefferson Thomas Scott, Ward 2

Ben Ewen-Campen, Ward 3

Jesse Clingan, Ward 4

Mark Niedergang, Ward 5

Lance L. Davis, Ward 6

Katjana Ballantyne, Ward 7



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City of **Somerville**

City of Somerville FY21 Proposed Budget



Expenditure Summary

City of Somerville FY21 Budget

FY21 GENERAL FUND BUDGET	PERSONAL SERVICES	ORDINARY MAINTENANCE	SPECIAL ITEMS	CAPITAL OUTLAY	TOTAL
GENERAL GOVERNMENT					
City Council	458,500	40,860			499,360
Clerk of Committees	79,104	1,000			80,104
Exec - Admin	751,448	54,800	341,500		1,147,748
Exec - SomerStat	443,827	17,400			461,227
Exec - Arts Council	353,349	164,125			517,474
Exec - OSE	367,638	85,430			453,068
IAM	289,347	146,375			435,722
Capital Projects	513,716	2,000		260,000	775,716
Engineering	338,217	270,000		195,300	803,517
Communications	877,588	208,591			1,086,179
Constituent Services	787,024	72,675			859,699
Finance - Auditing	883,643	110,652			994,295
Finance - Grants Development	166,013	6,200			172,213
Finance - Purchasing	415,709	26,020			441,729
Finance - Assessing	571,096	178,300			749,396
Finance - Treasury	746,424	238,775			985,199
Law	855,596	544,525			1,400,121
Personnel	1,004,540	238,110	163,500		1,406,150
City Clerk	539,817	189,837			729,654
Elections	494,873	172,632			667,505
Licensing Commission	11,628				11,628
Information Technology	881,783	3,025,718			3,907,501
OSPCD - Admin	433,325				433,325
OSPCD - Planning & Zoning	824,821	190,380			1,015,201
OSPCD - Housing	514,935	61,950			576,885
OSPCD - Redevelopment Authority	23,076				23,076
OSPCD - Mobility	304,268	225,500			529,768
OSPCD - Public Space & Urban Forestry	463,666	111,700			575,366
OSPCD - Economic Development	391,520	158,750			550,270
OSPCD - Housing Stability	285,145	320,960			606,105
Inspectional Services	2,456,549	329,568			2,786,117
TOTAL GENERAL GOVERNMENT	17,528,185	7,192,833	505,000	455,300	25,681,318
PUBLIC SAFETY					
Police	15,639,552	585,500	49,200		16,274,252
Police - E-911	1,128,609				1,128,609
Police - Animal Control	130,370	14,200			144,570
Fire	18,219,378	482,400	26,496		18,728,274
Fire - Alarm	1,081,853				1,081,853
Fire - Emergency Management	20,826	10,690			31,516
Health and Human Services	2,898,053	666,230			3,564,283
HHS - Council on Aging	442,152	99,921			542,073
HHS - SomerPromise	179,177	198,700			377,877
HHS Veterans Services	132,098	608,435			740,533
Parking	2,930,161	1,049,280			3,979,441
TOTAL PUBLIC SAFETY	42,802,229	3,715,356	75,696	-	46,593,281
PUBLIC WORKS					
DPW - Administration	712,289	711,800			1,424,089
DPW - Electrical	386,257	382,500			768,757
DPW - Highway	3,106,629	1,284,734			4,391,363
DPW - Sanitation		6,138,371			6,138,371
DPW - Buildings and Grounds	2,630,930	8,361,367			10,992,297
DPW - School Custodians	2,393,456	1,007,855			3,401,311
DPW - Fleet		576,000			576,000
Snow Removal		1,346,026			1,346,026
TOTAL PUBLIC WORKS	9,229,561	19,808,653	-	-	29,038,214
CULTURE & RECREATION					
Libraries	2,126,246	446,142			2,572,388
Recreation	930,763	376,500			1,307,263
Recreation - Fields Maintenance	307,571	358,600			666,171
TOTAL CULTURE & RECREATION	3,364,580	1,181,242	-	-	4,545,822
DEBT SERVICE					
Debt Service		15,324,637			15,324,637
TOTAL DEBT SERVICE		15,324,637			15,324,637
PENSION & FRINGE					
Health Insurance	24,361,361	233,600			24,594,961
Life Insurance	104,661				104,661

Medicare	2,240,770			2,240,770
Workers Compensation	518,944	407,700		926,644

Unemployment Compensation	143,421			143,421
Pension - Non Contributory		82,200		82,200
Pension - Accumulation Fund	14,854,185			14,854,185
TOTAL PENSION & FRINGE	42,223,342	723,500	-	42,946,842
OTHER				
Building Insurance		699,500		699,500
Subsidy to Enterprise Funds			1,002,102	1,002,102
Judgements and Settlements		175,000		175,000
Salary Contingency	2,035,045			2,035,045
Transfer to Racial & Social Justice Fund		500,000		500,000
TOTAL OTHER	2,035,045	1,374,500	1,002,102	4,411,647
School Department	63,168,519	14,760,912	-	77,929,431
MUNICIPAL APPROPRIATIONS FY20 BUDGETED				246,471,192
OVERLAY RESERVE			1,800,000	1,800,000
STATE ASSESSMENTS			14,413,050	14,413,050
GRAND TOTAL				262,684,242

City of Somerville

City of Somerville, MA FY21 Budget



General Fund Revenue Summary

City of Somerville FY21 Budget

FY21 General Fund Revenue Summary by Category

Revenue Category	FY20 BUDGET	FY21 PROJECTED	% CHANGE
Property Taxes	167,812,263	184,866,562	10.2%
Excise Taxes	10,259,658	7,887,652	-23.1%
Penalties & Interest on Taxes	515,300	515,300	0.0%
Payments in Lieu of Taxes	1,507,019	1,611,452	6.9%
Sanitation Fees	110,750	110,750	0.0%
Fees	1,167,970	1,619,074	38.6%
Rentals	95,554	23,960	-74.9%
Other Department Revenue	120,000	90,000	-25.0%
Licenses & Permits	10,157,506	9,513,039	-6.3%
Fines & Forfeits	6,158,996	3,175,651	-48.4%
Investment Income	900,000	850,000	-5.6%
Miscellaneous Recurring	667,807	621,240	-7.0%
State Revenue	50,134,420	43,408,098	-13.4%
Other Financing Sources	4,694,763	8,391,464	78.7%
Total Revenue & OFS	254,302,006	262,684,242	3.3%

FY21 General Fund Revenue by Revenue Object

GENERAL FUND REVENUE	FY20 BUDGET	FY21 PROJECTED
(411000) PROPERTY TAXES	167,812,263	184,866,562
PROPERTY TAXES	167,812,263	184,866,562
(415000) MOTOR VEHICLE EXCISE TAX	6,776,206	5,600,054
(468001) LOCAL MEALS EXCISE	2,169,531	1,193,242
(468002) LOCAL OPTION ROOM EXCISE	1,313,921	1,094,356
EXCISE TAXES	10,259,658	7,887,652
(417001) INTEREST - PERSONAL PRO	5,000	5,000
(417002) INTEREST - REAL ESTATE	200,000	200,000
(417003) INTEREST - VEHICLE EXCISE TAX	20,000	20,000
(417004) INTEREST - TAX TITLE	35,000	35,000
(417006) PENALTIES TAX TITLE	1,500	1,500
(417007) PENALTIES TAX/EXC	200,000	200,000
(417009) PENALTIES NON CRIMINAL DEM	23,300	23,300
(417010) PENALTIES NON CRIMINAL LIE	30,000	30,000
(417013) INTEREST-DEFERRED TAX	500	500
PENALTIES AND INTEREST ON TAXES	515,300	515,300
(418000) PAYMENTS IN LIEU OF TAXES	1,507,019	1,611,452
PILOT PAYMENTS	1,507,019	1,611,452
(432017) RESIDENTIAL TRASH FE	34,000	34,000
(432020) SANITATION FEES	76,750	76,750
CHARGES - TRASH	110,750	110,750
(432001) ADVERTISING FEES	450	525
(432002) BUS CERTIFICATE	25,500	22,500
(432003) CERT OF LIENS	100,000	120,000
(432004) CONDO APPL FEE	187,200	46,200
(432005) CONSTABLE FEES	1,500	1,320
(432006) COPIES OF RECORDS	86,710	90,000
(432008) DETAIL SURCHARGE	283,500	126,000
(432009) FALSE ALARM FEE	48,300	40,000
(432010) FINGERPRINTING FEES	2,500	1,725
(432011) FIRE ALARM REIMB	134,400	120,255
(432012) MISC FEES	45,000	66,725
(432014) NOTARIZATION	150	175
(432016) POLICE CRUISER FEES	9,000	5,000
(432018) RETURNED CHECK FEE	1,865	1,865
(432021) SMOKE DETECTOR INSP	62,000	52,800
(432022) SPGA FEES	1,500	1,845
(432023) WITNESS FEES	50	20
(432027) FRANCHISE FEES	-	201,000
(432028) CURB CUT FEE	2,750	2,750
(432029) TEMPORARY NO PARKING SIGN	52,000	18,689
(432034) WHITE GOODS	7,500	7,500
(432035) POOL FEES	19,365	10,000
(432037) PARK LIGHTS	10,000	5,000
(432038) HEARING FEE	24,000	20,800
(432040) CANOE/BOAT RENTAL	25,000	24,000
(432041) GAS STATIONS	5,000	3,000

(432042) OIL TRUCKS	2,980	3,200
(432043) SCALES	9,000	7,500
(432044) TAXI METERS	2,250	500
(432047) CS APPLICATION FEE	2,500	2,000
(437017) BIKE ADVERTISING FEE	16,000	19,500
SAFETY REVIEW FEE	-	596,680
FEES	1,167,970	1,619,074
(436000) RENTAL INCOME	29,360	23,960
(436100) BUILDING USE REVENUE	66,194	-
RENTALS	95,554	23,960
(437001) PLANNING AND ZONING/BOA RE	120,000	90,000
(437004) COMMISSION ON MACHINES	-	-
OTHER DEPARTMENT REVENUE	120,000	90,000
(441001) CLUB RESTR LIC-7 DAY	22,000	22,000
(441002) COMMON VICTUALLERS	82,500	60,000
(441003) INNHOLDER LICENSE	3,750	3,750
(441004) MALT & WINES EDC INT	3,500	3,500
(441005) MALT BEV & WINE STOR	22,500	22,500
(441006) MALT BEV/WINE RESTRN	40,200	40,200
(441007) PACKAGE STORE LIC	70,000	70,000

(441008) RESTAURANT LIC-LIQR	375,000	316,800
(441009) SPEC ALCOHOL LICENSE	8,200	-
(441010) FARMER POURER	12,000	12,000
(442002) AUTO AMUSM'T DEVICE	15,400	15,400
(442003) BILL/POOL/BOWL/ LIC	3,300	3,300
(442006) CONSTABLES LICENSE	1,320	1,320
(442008) DOG KENNEL LICENSE	5,400	3,000
(442009) DOG LICENSE	46,200	46,200
(442010) DRAINLAYER LICENSE	13,750	13,750
(442011) ENTERTAINMENT LIC	50,000	55,000
(442012) FUNERAL DIRECT LICS	380	-
(442013) HAWKER/PEDDLER LICN	330	330
(442014) JUNK DEALER LICENSE	2,475	2,475
(442015) LIVERY/ LIMOUSINE	3,630	3,630
(442016) LODGING LICENSE	24,200	24,200
(442018) MILK LICENSE	5,995	4,635
(442019) MOVING VANS & PODS	62,500	16,785
(442020) OUTDOOR PARKING SPAC	10,000	-
(442021) OUTDOOR SEATING	7,425	-
(442022) PHYSICAL THER LICNSE	10,000	7,500
(442023) PHYSICIANS/ OSTEOPH	-	-
(442024) SIGNS AND AWNING	825	825
(442026) SWIM POOL LICENSE	2,880	1,800
(442027) TAXI STAND LIC	1,320	1,320
(442028) TAXICAB MEDALLION	19,825	21,825
(442029) USED CAR DEALER LIC	25,410	24,200
(442031) FORTUNE TELLER	275	275
(442032) URBAN AGRICULTURE LICENSE	600	-
(442033) BOA MOBILE FOOD VENDOR	165	165
(445001) BURIAL PERMITS	3,325	3,325
(445002) DUMPSTER CONTRACTORS	4,290	4,200
(445003) EXPLOSIVE STOR FLAMB	9,000	11,500
(445004) EXTENDED RETAIL HOUR	9,680	9,680
(445005) FLAMMABLE PERMIT	18,150	18,150
(445006) GARAGE PERMITS	46,630	42,350
(445007) MARRIAGE PERMIT	27,500	23,750
(445008) POLICE REVOLVER PERM	5,000	5,000
(445009) RAFFLE/BAZAAR PERMIT	240	240
(445011) RESIDENT PARK PERMIT	2,182,793	1,137,744
(445012) RETAIL&FOOD PERMIT	237,925	221,000
(445015) UNDERGROUND TANK REMOVAL	2,850	-
(445018) FIELD USAGE PERMIT	40,000	20,000
(448002) BUILDING PERMIT	5,500,000	5,800,000
(448004) DUMPSTER PERMIT	70,880	70,000
(448005) ELECTRICAL PERMIT	461,440	460,000
(448006) GAS PERMIT	69,070	70,000
(448007) GRANT OF LOCATION	24,200	24,200
(448008) HOUSING CERTIFICATE	385	350
(448009) INSPECTION	30,000	61,500
(448010) OCCUPANCY PERMIT	49,684	60,000
(448011) PLUMBING PERMIT	220,309	271,215
(448012) SIDEWALK OPENING	175,000	225,000
(448013) TRENCH PERMITS	5,750	25,000
(448014) DRIVEWAY PERMITS	10,150	10,150
SHEET METAL PERMIT	-	140,000
LICENSES AND PERMITS	10,157,506	9,513,039

LICENSES AND PERMITS	10,137,300	9,913,033
(468003) COURT FINES	3,000	1,500
(468006) MASS COURT MOVING VIOLATN	116,000	65,000
(477001) PARKING FINES	5,114,900	2,762,651
(477002) PARKING FINE SURCHAG	48,000	9,000
(477003) LIBRARY FINES	10,000	-
(477005) LANDCOURT/RECORDING	566	-
(477006) ORDINANCE VIOLATIONS	465,000	300,000
(477009) RESTITUTION	530	-
(477010) RMV NON RENEWAL SURCHARGE	100,000	-
(477013) DELINQUENT PARKING TICKET	200,000	-
(477014) EXPIRED REG & SAFETY INSPE	80,000	-
(484005) TOWING CHARGES	21,000	37,500
FINES AND FORFEITS	6,158,996	3,175,651
(482000) INVESTMENT INCOME	900,000	850,000
INVESTMENT INCOME	900,000	850,000

(437005) DPW RECYCLING REVENUE	650	1,000
(437007) VENDOR REBATES/REFUNDS	4,000	4,000
(468007) MEDICAID REIMBURSEMNT DMA	600,000	500,000
(468009) C OF M REIMB C-O-L-A	3,000	240
(468011) REIMBURSEMENT - MISC.	-	30,000
(484000) GENERAL GOV MISC REVENUE	6,000	6,000
(484001) PRIOR YEAR REIMBURSEMENTS	29,157	45,000
(484002) PROCEEDS FROM AUCTION	-	-
(484004) SETTLEMENT OF CLAIMS	-	-
(484012) BANK REVENUE SHARE	25,000	35,000
(494002) SALE OF SURPLUS EQUIPMENT	-	-
MISC RECURRING	667,807	621,240
(461002) STATE REIM ABATE SURV SPS/ELDERLY	284,519	285,445
(462001) SCHOOL AID CHAPTER 70	20,486,918	20,486,918
(462004) CONSTRUCTION OF SCHL PROJ	1,135,491	1,135,491
(462005) CHARTER SCHOOL REIMBURSMT	1,152,551	1,086,058
(466000) UNRESTRICTED GEN GOVT AID	26,755,389	20,066,542
(466003) VETERANS AND BENEFITS	319,552	347,644
STATE REVENUE	50,134,420	43,408,098
WYNN CASINO		250,000
(484500) MISCELLANEOUS RECURRING	226	-
(494002) SALE OF SURPLUS EQUIPMENT	7,140	-
(497002) TRANSFERS FROM PARKING METER RECEIPTS	2,300,000	1,442,058
(497005) TRANSFERS FROM ENTERPRISE	1,287,397	1,446,200
(497003) FREE CASH	1,100,000	5,253,206
OTHER FINANCING SOURCES	4,694,763	8,391,464
GRAND TOTAL	254,302,006	262,684,242

City of **Somerville**

City of Somerville, MA FY21 Budget



City Council

City of Somerville FY21 Budget

Mission Statement

The City Council is the City's legislative branch. Members are elected every two years. Four members serve at-large and seven members represent individual wards. The Council passes ordinances on a range of issues, from setting zoning laws to creating boards and commissions. It also has the power to approve or disapprove the Mayor's budget appropriations.

Changes from FY20

There are no changes to the City Council budget for FY21.

FY21 Budget Proposal

CITY COUNCIL	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
CITY COUNCIL OM					
530011 ADVERTISING	351	800	371	800	
542000 OFFICE SUPPLIES	556	650	-	650	
542001 PRINTING & STATIONERY	-	250	60	250	
549000 FOOD SUPPLIES & REFRESHMT	2,241	3,160	-	3,160	
558011 FLOWERS & FLAGS	-	300	75	300	
571001 IN STATE CONFERENCES	862	1,200	554	1,200	
578021 DIRECT EXPENSE-BOA	34,500	34,500	28,750	34,500	
CITY COUNCIL OM TOTAL	38,511	40,860	29,810	40,860	0.0%
CITY COUNCIL PS					
511002 SALARIES - MONTHLY	456,906	458,500	382,083	458,500	
CITY COUNCIL PS TOTAL	456,906	458,500	382,083	458,500	0.0%
CITY COUNCIL TOTAL	495,417	499,360	411,893	499,360	0.0%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
City Council	Non-Union	CITY COUNCILOR - WARD 1	3,750.00	45,000.00	1	45,000.00
City Council	Non-Union	CITY COUNCILOR - AT LARGE	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - AT LARGE	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - AT LARGE	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - WARD 2	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - WARD 3	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - WARD 4	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - WARD 5	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - WARD 6	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - WARD 7	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CITY COUNCILOR - AT LARGE	3,333.33	39,999.96	1	39,999.96
City Council	Non-Union	CLERK	1,125.00	13,500.00	1	13,500.00

City of Somerville

City of Somerville, MA FY21 Budget



Clerk of Committees

City of Somerville FY21 Budget

Mission Statement

The Clerk of Committees provides clerical support to the committees of the City Council. They prepare correspondence for each committee, keep a record of every item of business before each committee, notify every member of the City Council of all committee meetings, and prepare the agenda and minutes of each committee meeting. The Clerk of Committees also prepares and delivers to the City Clerk all orders, ordinances and resolutions. As of FY20, the Clerk of Committees is managed through the office of the City Clerk.

Changes from FY20

There are no changes to the Clerk of Committees budget for FY21.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
CITY CLERK - CLERK OF COMMITTEES					
CITY CLERK - CLERK OF COMMITTEES OM					
542001 PRINTING & STATIONERY	-	250	-	250	
549000 FOOD SUPPLIES & REFRESHMT	-	750	-	750	
CITY CLERK - CLERK OF COMMITTEES OM TOTAL	-	1,000	-	1,000	0.0%
CITY CLERK - CLERK OF COMMITTEES PS					
511002 SALARIES - MONTHLY	75,253	79,104	64,701	79,104	
CITY CLERK - CLERK OF COMMITTEES PS TOTAL	75,253	79,104	64,701	79,104	0.0%
CITY CLERK - CLERK OF COMMITTEES TOTAL	75,253	80,104	64,701	80,104	0.0%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Clerk of Committees	Non-Union	LEGISLATIVE CLERK (960)	2,833.33	34,000.00	1	34,000.00
Clerk of Committees	Non-Union	CLERK OF COMMITTEES	2,091.94	25,103.28	1	25,103.28
Clerk of Committees	Non-Union	ASST CLERK OF COMMITTEES	1,666.67	20,000.00	1	20,000.00

City of Somerville

City of Somerville, MA FY21 Budget



Executive Administration

City of Somerville FY21 Budget

Mission Statement

The City of Somerville strives to provide exceptionally responsive, fiscally responsible, and efficient public services in support of a safe, healthy, and thriving community. We embrace innovation, practice data-based and systems-informed decision making, foster maximum citizen participation in government, and anchor all of our efforts on the principles of equity and access. We believe Somerville should be an attractive, active, diverse, and environmentally responsible city with a sustainable quality of life for our citizens and businesses and that Somerville should serve as a model regionally and nationally for how to build a community that is a great place to live, work, play, and raise a family.

Changes from FY20

The proposed Executive Administration **Personal Services** budget includes a new position, the Director of Racial and Social Justice, which will be responsible for leading the investments in racial and social justice proposed in the FY21 budget and the associated community processes.

The proposed Executive Administration **Special Items** budget includes \$150,000 in professional and technical services for the Racial and Social Justice Project on Rethinking Policing, which will have two key focus areas: 1) establishing a police oversight committee and 2) exploring and expanding civilian response as an alternative to police intervention.

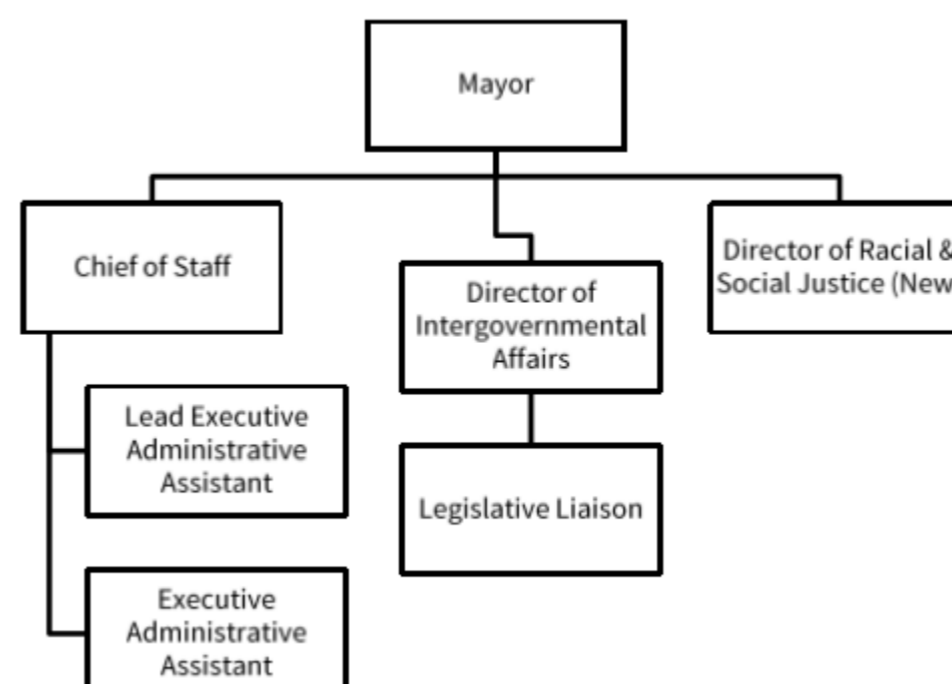
The proposed Executive Administration **Special Items** budget includes a \$13,000 reduction in funding for official celebrations and associated professional and technical services due to the cancellation of City-sponsored events through the end of calendar year 2020.

The proposed Executive Administration **Ordinary Maintenance** budget represents a 22% reduction from FY20 due to the projected impacts of the COVID-19 public health crisis on the operations of the Mayor's Office.

FY21 Budget Proposal

EXECUTIVE ADMINISTRATION	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
EXECUTIVE ADMINISTRATION OM					
524034 R&M - SERVICE CONTRACTS	2,428	2,700	1,491	2,700	
527015 RENTALS EQUIPMENT	-	-	810	-	
527019 RENTAL-WATER COOLER	118	200	48	100	
530000 PROFESSIONAL & TECHNICAL SVC	5,459	3,000	980	2,000	
534003 POSTAGE	-	100	-	-	
538005 PHOTOGRAPHY	-	750	-	-	
542000 OFFICE SUPPLIES	2,726	3,000	969	2,000	
542001 PRINTING & STATIONERY	1,175	3,000	1,850	1,000	
542002 PHOTOCOPYING	-	300	-	-	
549000 FOOD SUPPLIES & REFRESHMT	7,918	13,000	1,225	2,000	
558000 OTHER SUPPLIES	1,484	1,611	1,078	1,000	
558004 MAGAZINES/SUBSCRIPTS/PUB	-	500	-	-	
558011 FLOWERS & FLAGS	588	500	346	500	
558012 BADGES, EMBLEMS, TROPHIES, MEDALL	-	1,500	-	500	
571001 IN STATE CONFERENCES	-	500	-	-	
572000 OUT OF STATE TRAVEL	-	2,500	308	-	
572001 OUT OF STATE CONFERENCES	-	-	-	-	
573000 DUES AND MEMBERSHIPS	37,287	37,300	32,003	43,000	
EXECUTIVE ADMINISTRATION OM TOTAL	59,183	70,461	41,109	54,800	-22.2%
EXECUTIVE ADMINISTRATION PS					
511000 SALARIES	652,348	659,603	465,197	748,970	
515006 HOLIDAYS NON-UNION	-	-	-	2,478	
519013 OTHER LUMP SUM PAYMENTS	-	-	17,440	-	
519030 COVID-19 PS	-	-	13,079	-	
EXECUTIVE ADMINISTRATION PS TOTAL	652,348	659,603	495,717	751,448	13.9%
EXECUTIVE ADMINISTRATION SPECIAL ITEMS					
512002 YOUTH EMPLOYMENT	124,988	166,500	138,026	166,500	
530000 PROFESSIONAL & TECHNICAL SVC	24,145	13,000	11,699	160,000	
558022 OFFICIAL CELEBRATIONS	10,190	25,000	23,404	15,000	
EXECUTIVE ADMINISTRATION SPECIAL ITEMS TOTAL	159,323	204,500	173,129	341,500	67.0%
EXECUTIVE ADMINISTRATION TOTAL	870,854	934,564	709,955	1,147,748	22.8%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Executive Administration	Non-Union	MAYOR	3,461.54	180,692.31	1	181,384.62
Executive Administration	Non-Union	CHIEF OF STAFF	2,353.85	122,870.77	1	123,341.54
Executive Administration	Non-Union	DIR INTERGOVERNMENTAL A...	2,157.69	112,631.54	1	113,063.08
Executive Administration	Non-Union	NEW - DIRECTOR OF RACIAL A...	1,961.54	102,392.31	1	102,392.31
Executive Administration	Non-Union	LEGISLATIVE LIAISON	1,667.31	87,033.46	1	87,366.92

City of Somerville

City of Somerville, MA FY21 Budget



SomerStat

City of Somerville FY21 Budget

Mission Statement

To improve City performance and gain evidence-based insight into the issues important to our community. The office's flagship performance management program SomerStat regularly collaborates with departments to analyze and enhance overall performance, identify efficiencies and cost savings, and craft policies that improve our city. In tandem with these efforts, our budgeting program works with departments to manage the City's budgetary processes. SomerStat also leads programs and projects focused on areas such as resident wellbeing and data transparency.

Changes from FY20

CPA Manager position will move to OSPCD in FY21: This decision will allow the CPA Manager to be located more closely to the divisions that are involved in our Community Preservation Act program's work while remaining independent from them by being located in the OSPCD Administrative Office. It will also allow for the creation of a community of practice for staff who manage the City's grants programs within OSPCD. 20% of the CPA Manager's time was included in the FY20 SomerStat budget. This time has been moved to the OSPCD Admin budget for FY21. There are no other changes in the SomerStat Personal Services lines.

Software expenses have all moved to the IT budget: Now that OpenGov has been selected as our budgeting software, IT will manage that contract going forward to maintain the platform. Costs for SmartSheet licenses have also been consolidated in the IT budget. The one exception is DataCamp, which we are not renewing in FY21 given our financial constraints.

We have not budgeted for Professional & Technical Services this year: The daily dashboard project was successfully completed in FY20 and no further operating expenses will be incurred. Given the current financial constraints, we are placing our planned work to improve the data available to the City and its quality on hold until FY22.

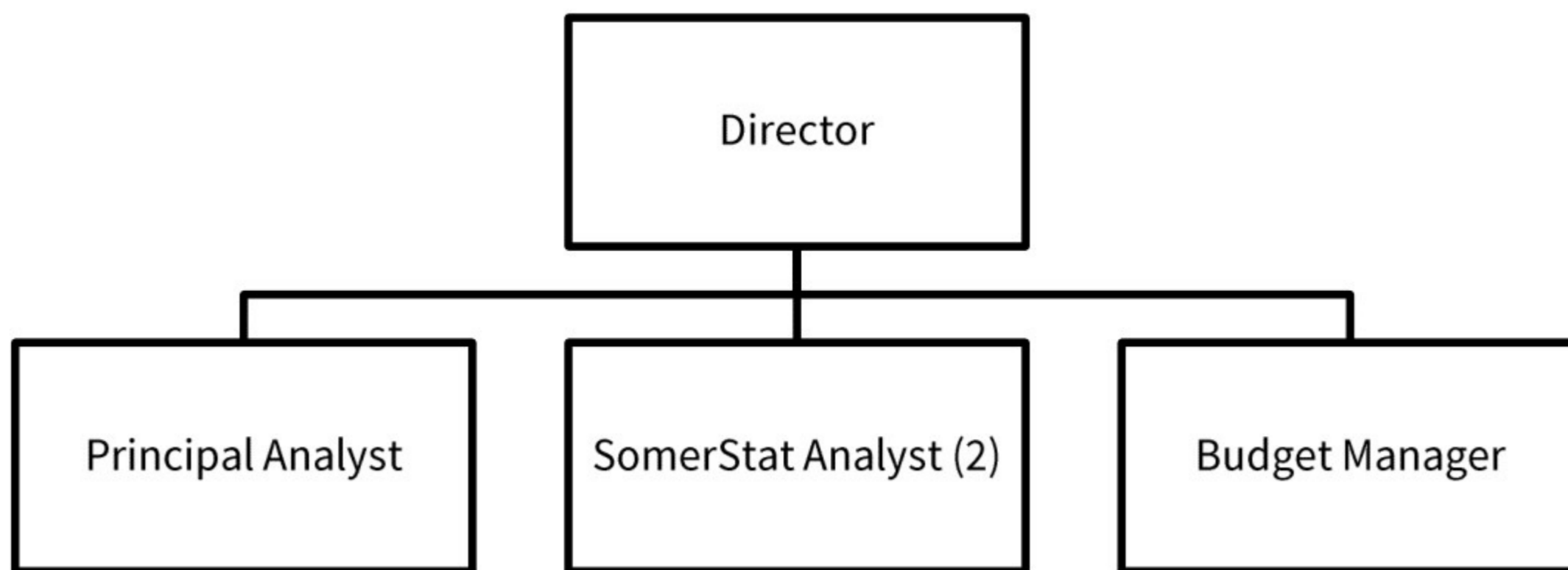
We have not budgeted for Employee Training, Out of State Travel, or Out of State Conferences this year: Given the current financial constraints, we are placing plans for employee training and participation in conferences on hold until FY22.

We have budgeted \$16,600 for the bi-annual Happiness Survey: This survey is conducted every two years to understand the well-being of our residents. The survey is sent in four languages to a random sample of 5,000 residents in two mailings. This would be the sixth round of the survey. As a longitudinal survey, it provides us with valuable information about the well-being of our residents over time. This will be an especially informative year for us as we will be able to see how the COVID-19 pandemic has impacted our community.

FY21 Budget Proposal

SOMERSTAT	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
SOMERSTAT OM					
527019 RENTAL-WATER COOLER	145	200	116	200	
530000 PROFESSIONAL & TECHNICAL SVC	413	20,000	19,200	-	
530008 EMPLOYEE TRAINING COURSES	-	1,300	80	-	
530028 SOFTWARE SERVICES	416	40,500	15,416	-	
542000 OFFICE SUPPLIES	557	600	132	600	
542001 PRINTING & STATIONERY	13,210	-	95	16,600	
572000 OUT OF STATE TRAVEL	-	3,000	818	-	
572001 OUT OF STATE CONFERENCES	-	2,200	-	-	
SOMERSTAT OM TOTAL	14,740	67,800	35,857	17,400	-74.3%
SOMERSTAT PS					
511000 SALARIES	442,045	472,846	335,870	442,133	
515006 HOLIDAYS NON-UNION	-	-	-	1,694	
SOMERSTAT PS TOTAL	442,045	472,846	335,870	443,827	-6.1%
SOMERSTAT TOTAL	456,785	540,646	371,727	461,227	-14.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
SomerStat	Non-Union	DIRECTOR OF SOMERST...	2,157.69	112,631.54	1	113,063.08
SomerStat	Non-Union	BUDGET MANAGER	1,769.36	92,360.60	1	92,714.47
SomerStat	Non-Union	PRINCIPAL ANALYST	1,600.62	83,552.12	1	83,872.25
SomerStat	Non-Union	ANALYST	1,471.15	76,794.23	1	77,088.46
SomerStat	Non-Union	ANALYST	1,471.15	76,794.23	1	77,088.46

City of Somerville

City of Somerville, MA FY21 Budget



Arts Council

City of Somerville FY21 Budget

Mission Statement

The Arts Council works to make the arts an integral part of life reflective of our diverse city. In addition, the Arts Council is active in supporting local artists, cultural organizations, and in contributing to the economic development of the City. Overall, the Council serves as both a resource and an advocate for the arts.

Changes from FY20

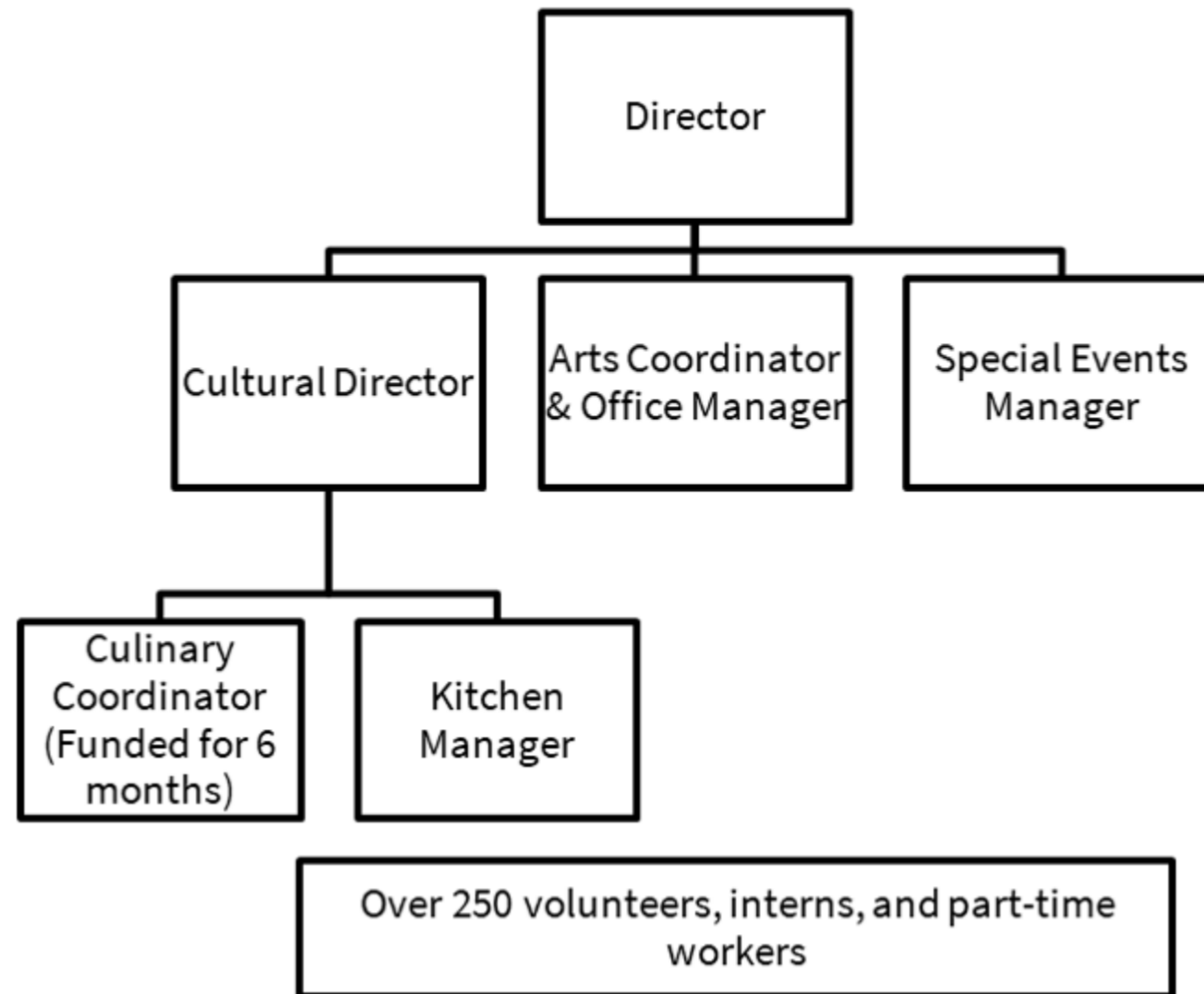
Personal Services are proposed 5.6% lower than FY20. This is due to the vacant Cultural Culinary Coordinator position being funded for a half-year.

Ordinary Maintenance is proposed 17.6% lower than FY20 due to Covid-19 event cancellations. This is reflected in the Professional & Technical Services line.

FY21 Budget Proposal

ARTS COUNCIL	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
ARTS COUNCIL OM					
530000 PROFESSIONAL & TECHNICAL SVC	177,525	198,125	141,924	163,125	
542000 OFFICE SUPPLIES	957	1,000	524	1,000	
ARTS COUNCIL OM TOTAL	178,482	199,125	142,448	164,125	-17.6%
ARTS COUNCIL PS					
511000 SALARIES	307,916	371,714	278,600	349,556	
513000 OVERTIME	2,497	2,500	2,497	2,500	
515006 HOLIDAYS NON-UNION	-	-	-	1,293	
ARTS COUNCIL PS TOTAL	310,414	374,214	281,097	353,349	-5.6%
ARTS COUNCIL TOTAL	488,896	573,339	423,545	517,474	-9.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Arts Council	Non-Union	DIRECTOR OF ARTS COUNCIL	1,910.91	99,749.45	1	100,131.63
Arts Council	Non-Union	CULTURAL DIRECTOR	1,407.70	73,482.10	1	73,763.64
Arts Council	Non-Union	EVENTS MANAGER	1,176.92	61,435.38	1	61,670.77
Arts Council	Non-Union	ARTS COORDINATOR/OFFICE MGR	1,082.85	56,524.69	1	56,741.26
Arts Council	Non-Union	KITCHEN MANAGER	882.69	46,076.54	1	46,253.08
Arts Council	Non-Union	CULTURAL CULINARY COORDINA...	784.62	40,956.92	0.3	12,287.08



Office of Sustainability & Environment

City of Somerville FY21 Budget

Mission Statement

To develop and implement policies and programs that minimize environmental impacts and waste, reduce energy usage and costs, address climate change, and influence positive action through equitable engagement, enabling a healthy and enjoyable environment for all the people of Somerville and a responsible City government.

Changes from FY20

Personal Services are projected 2.6% higher than FY20. This is due a full-year salary for the Energy Manager, which was a new position in FY20 and thus had a start-day lag.

Two positions are proposed to be retitled for FY21: The Environmental Coordinator has been retitled to Environmental Program Manager and the Sustainability Coordinator has been retitled to Climate Change Program Manager.

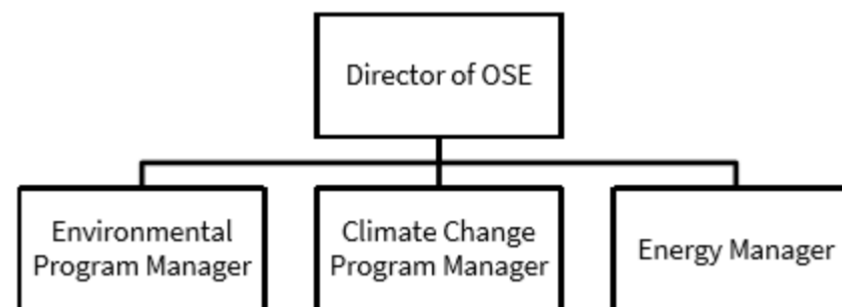
Overall, **Ordinary Maintenance** is proposed 37% lower than FY20. This is due to reduction in planned professional and technical services due to COVID-19.

Budget changes due to COVID-19 are the cancellation of two planned projects: 1) Energy Master Plan for City facilities; and 2) Phase 2 of Somerville's Consumption-based Greenhouse Gas inventory.

FY21 Budget Proposal

OFFICE OF SUSTAINABILITY	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OFFICE OF SUSTAINABILITY OM					
530000 PROFESSIONAL & TECHNICAL SVC	97,251	130,000	49,614	81,580	
534003 POSTAGE	-	50	-	50	
542000 OFFICE SUPPLIES	494	1,000	235	1,000	
542001 PRINTING & STATIONERY	952	200	95	200	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	-	250	-	-	
542006 OFFICE FURNITURE NOT CAPITALIZ	986	1,000	753	-	
542007 COMPUTER EQUIPMENT NOT CAPITAL	5,357	-	187	-	
549000 FOOD SUPPLIES & REFRESHMT	1,163	-	175	-	
571001 IN STATE CONFERENCES	-	250	45	-	
572000 OUT OF STATE TRAVEL	2,481	-	1,988	-	
573000 DUES AND MEMBERSHIPS	2,601	2,800	2,371	2,600	
OFFICE OF SUSTAINABILITY OM TOTAL	111,285	135,550	55,463	85,430	-37.0%
OFFICE OF SUSTAINABILITY PS					
511000 SALARIES	272,231	358,222	272,701	366,234	
515006 HOLIDAYS NON-UNION	-	-	-	1,404	
OFFICE OF SUSTAINABILITY PS TOTAL	272,231	358,222	272,701	367,638	2.6%
OFFICE OF SUSTAINABILITY TOTAL	383,516	493,772	328,164	453,068	-8.2%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSE	Non-Union	DIRECTOR OF OSE	2,165.70	113,049.38	1	113,482.52
OSE	Non-Union	ENVIRONMENTAL PROGRAM MA...	1,656.76	86,482.78	1	86,814.13
OSE	Non-Union	CLIMATE CHANGE PROGRAM MA...	1,624.27	84,787.03	1	85,111.89
OSE	Non-Union	ENERGY MANAGER	1,569.23	81,913.85	1	82,227.69



Communications & Community Engagement

City of Somerville FY21 Budget

Mission Statement

The Communications and Community Engagement (CCE) Department's overarching mission is to maintain robust two-way communication between the city and the community. Using a broad range of communication tools and outreach initiatives, CCE strives to provide both vital outgoing information on emergencies, preparedness, services, programs, civic processes, public meetings, initiatives, events and other important needs as well as facilitate opportunities for comment, feedback, requests, suggestions, and discussion. In this role, CCE aims to ensure access for all residents to all City functions and services and also facilitates and encourages resident participation in City government and community activities. In its efforts to inform, serve, and engage the community, the CCE Department aims to provide quality constituent service, enhance the quality of life within the city, and help city government be responsive to community needs.

The Department encompasses the Constituent Services Office (311), the SomerViva Office of Immigrant Affairs, and six additional core service areas:

- Public Information/Emergency Communications/Media Relations
- City Website and Departmental Online Communications
- City & Educational Cable TV/Video: Government, Education, and Emergency content
- Civic Engagement/ResiStat Neighborhood Outreach
- City & Departmental Social Media/New Media Communications
- Intergovernmental and Civic Communications and Event Management

Changes from FY20

The overall 4.1% proposed decrease reflects a 1.2% increase in personal services and 11% cut to ordinary maintenance.

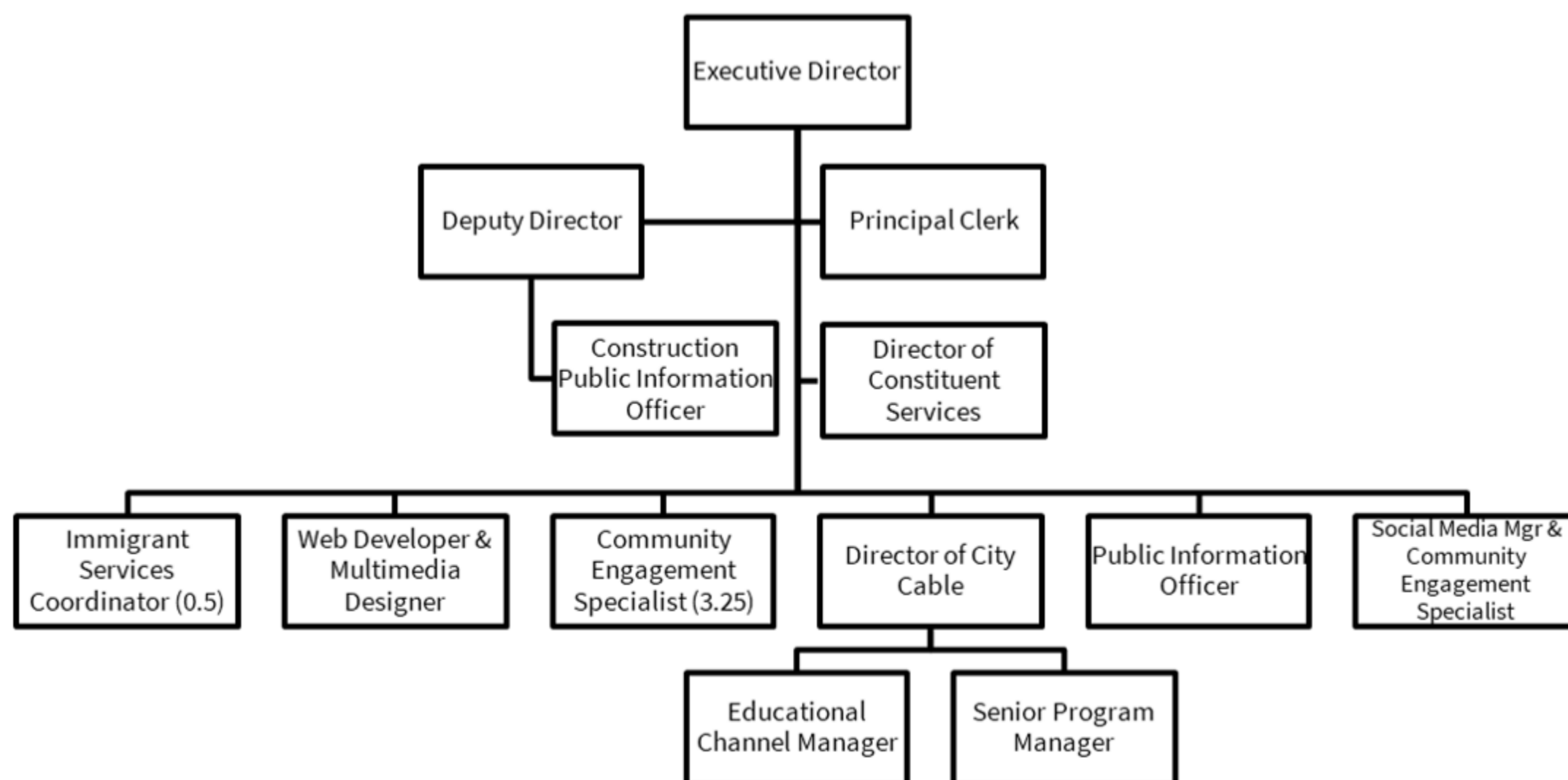
The proposed **personal services** increase (\$10,198) is primarily for 2020 U.S. Census Complete Count staffing. This represents the continuation of a portion of a previously approved mid-year funding request spanning FY20 and FY21 to cover the costs of part-time temporary Complete Count staff performing essential work to increase Census response rates, which will impact City funding and congressional representation for the next decade. (An additional \$17,406 of the approved mid-year Census appropriation was cut due to COVID-19 economic impacts, and tasks will be absorbed by existing staff. This cut is not reflected in the budget differences as this funding was approved mid-year and is thus not noted in the FY20 budget book.) A portion of the 1.2% increase is also union salary adjustments.

The proposed 11% cut to **ordinary maintenance** (\$25,700) reflects cuts trimmed from across multiple lines of otherwise needed spending. These cuts were made to address COVID-19 economic impacts as well as to allow the cost of an essential, non-optional website upgrade to be covered while still decreasing OM. Cuts to support for interdepartmental projects, software services, event funding, professional and technical, printing, office supplies, employee training, etc., are proposed.

FY21 Budget Proposal

COMMUNICATIONS	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
COMMUNICATIONS OM					
524006 R&M - COMMUN. EQUIP.	-	500	-	500	
524034 R&M - SERVICE CONTRACTS	-	1,000	-	1,000	
530000 PROFESSIONAL & TECHNICAL SVC	78,396	158,800	53,334	142,000	
530008 EMPLOYEE TRAINING COURSES	974	1,700	130	-	
530028 SOFTWARE SERVICES	2,200	2,600	-	-	
530029 CUSTODIAL DETAIL	-	700	-	700	
534003 POSTAGE	1,119	6,800	5,365	6,800	
534016 AUTOMATED CALL SYSTEM	22,995	25,000	22,995	25,000	
540000 SUPPLIES	672	400	141	300	
542000 OFFICE SUPPLIES	1,136	2,000	2,391	1,800	
542001 PRINTING & STATIONERY	23,345	22,000	12,276	19,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	575	-	597	-	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	-	-	-	
549000 FOOD SUPPLIES & REFRESHMT	492	300	39	-	
558002 ONLINE SUBSCRIPTION	3,889	3,014	4,024	3,014	
558004 MAGAZINES/SUBSCRIPTS/PUB	689	947	662	947	
571000 IN STATE TRAVEL	-	150	-	150	
572000 OUT OF STATE TRAVEL	1,887	-	267	-	
573000 DUES AND MEMBERSHIPS	790	880	810	880	
578014 NEIGHBORHOOD IMP. COUNCIL	11,315	7,500	4,066	6,500	
COMMUNICATIONS OM TOTAL	150,473	234,291	107,099	208,591	-11.0%
COMMUNICATIONS PS					
511000 SALARIES	749,831	844,272	670,201	842,092	
512000 SALARIES & WAGES TEMPOR'Y	19,828	52,119	34,570	30,224	
513000 OVERTIME	137	1,368	-	1,368	
515006 HOLIDAYS NON-UNION	-	-	-	3,351	
515011 HOLIDAYS - S.M.E.A.	-	-	-	203	
519004 UNIFORM ALLOWANCE	350	350	350	350	
COMMUNICATIONS PS TOTAL	770,146	898,109	705,121	877,588	-2.3%
COMMUNICATIONS TOTAL	920,619	1,132,400	812,219	1,086,179	-4.1%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Communications	Non-Union	DIRECTOR OF COMMUNICATIONS	2,815.41	146,964.19	1	147,527.27
Communications	Non-Union	DEP DIRECTOR OF COMMUNICATIONS	1,765.38	92,153.08	1	92,506.15
Communications	Non-Union	WEB DEV/MULT MED DESIGNER	1,732.56	90,439.50	1	90,786.01
Communications	Non-Union	PUBLIC INFORMATION OFFICER	1,471.15	76,794.23	1	77,088.46
Communications	Non-Union	COMMUNITY ENGAGEMENT SPECIALIST-SP...	1,299.42	67,829.63	1	68,089.52
Communications	Non-Union	COMMUNITY ENGAGEMENT SPECIALIST-P...	1,299.42	67,829.63	1	68,089.52
Communications	Non-Union	CONSTRUCTION PUBLIC INFORMATION OF...	1,275.00	66,555.00	1	66,810.00
Communications	Non-Union	COMMUNITY ENGAGEMENT SPECIALIST- H...	1,248.96	65,195.72	1	65,445.51
Communications	Non-Union	Social Media Manager & Community engag...	1,176.92	61,435.38	1	61,670.77
Communications	SMEA B	PRINCIPAL CLERK	1,010.09	52,726.77	1	53,278.78
Communications	Non-Union	IMMIGRANT SERVICES COORDINATOR	1,482.40	77,381.28	0.5	38,838.88
Communications	Non-Union	COMMUNITY ENGAGEMENT SPECIALIST-NE...	1,186.00	61,909.20	0.25	15,536.60



Constituent Services

City of Somerville FY21 Budget

Mission Statement

The delivery of accurate, courteous and easy services to all residents, guests, employees and businesses throughout the City of Somerville that are managed by, or affiliated with Constituent Services. This is achieved through the effective use of a multi-channel approach including: the 311 contact centers; city switchboard; welcome desk; pop-up locations at city-sponsored public events; as well as digital tools and systems such as: the 311 customer relationship and work order management systems, 311 web portal, emails, mobile applications, social media, and a customer first mentality.

Changes from FY20

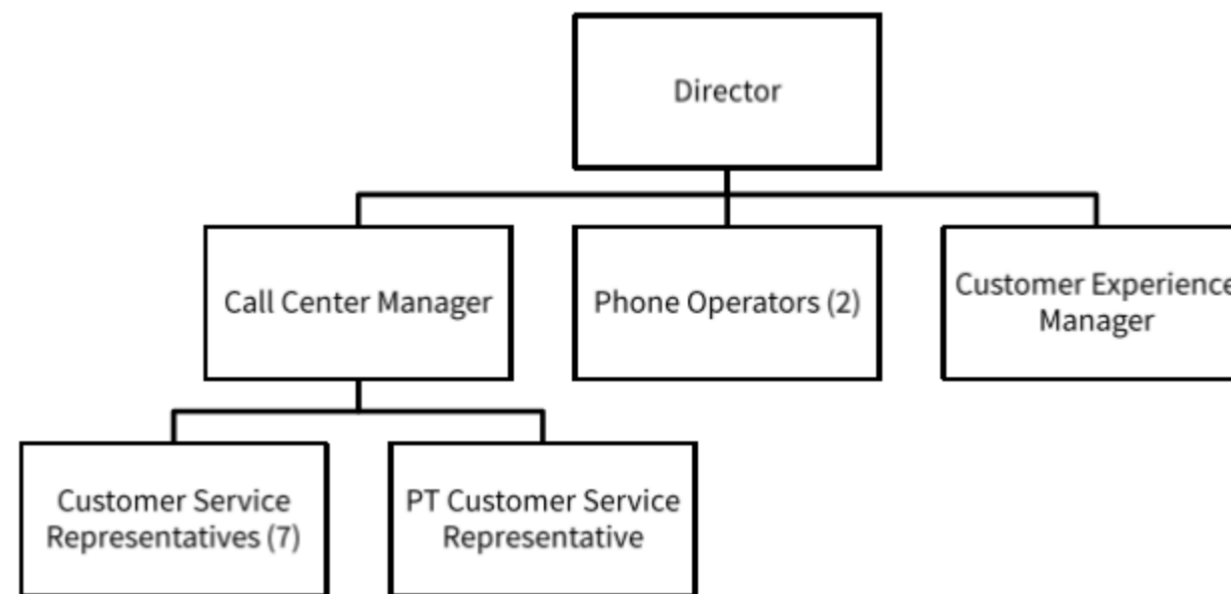
The FY21 budget proposes a 1.8% Increase to **Personal Services** based on the full year inclusion of FY20's new position, Customer Experience Manager.

Ordinary Maintenance is proposed with a 0.8% decrease due to a reduction in lines for office furniture, supplies, and training courses. These reductions are offset by a \$5,500 increase in Professional & Technical Services. This line is used to pay for the department's night and weekend call service and we anticipate increased volume in FY21 consistent with our experience from spring 2020.

FY21 Budget Proposal

CONSTITUENT SERVICES	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
CONSTITUENT SERVICES OM					
524034 R&M - SERVICE CONTRACTS	1,073	250	-	250	
527019 RENTAL-WATER COOLER	134	300	81	300	
530000 PROFESSIONAL & TECHNICAL SVC	29,754	55,000	17,856	60,500	
530008 EMPLOYEE TRAINING COURSES	-	5,500	-	1,925	
534003 POSTAGE	-	1,000	-	1,000	
542000 OFFICE SUPPLIES	4,606	6,000	29	4,500	
542001 PRINTING & STATIONERY	90	1,200	644	1,200	
542006 OFFICE FURNITURE NOT CAPITALIZ	-	4,000	2,527	3,000	
CONSTITUENT SERVICES OM TOTAL	35,656	73,250	21,137	72,675	-0.8%
CONSTITUENT SERVICES PS					
511000 SALARIES	602,163	698,000	535,920	705,245	
512000 SALARIES & WAGES TEMPORARY	49,767	56,089	43,953	56,089	
513000 OVERTIME	21,008	15,450	17,844	19,313	
514006 LONGEVITY	2,200	3,000	1,250	2,750	
515006 HOLIDAYS NON-UNION	-	-	-	2,551	
515011 HOLIDAYS - S.M.E.A.	-	-	-	376	
519004 UNIFORM ALLOWANCE	700	700	700	700	
CONSTITUENT SERVICES PS TOTAL	675,838	773,239	599,667	787,024	1.8%
CONSTITUENT SERVICES TOTAL	711,494	846,489	620,804	859,699	1.6%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Constituent Services	Non-Union	DIRECTOR OF CONSTITUENT ...	2,165.70	113,049.38	1	113,482.52
Constituent Services	Non-Union	CALL CENTER MANAGER	1,380.10	72,041.27	1	72,317.29
Constituent Services	Non-Union	CUSTOMER EXPERIENCE MA...	1,176.92	61,435.38	1	61,670.77
Constituent Services	Non-Union	CUSTOMER SERVICE REP	1,013.94	52,927.46	1	53,130.24
Constituent Services	SMEA B	TELEPHONE OPERATOR	939.08	49,019.91	1	51,457.73
Constituent Services	Non-Union	CUSTOMER SERVICE REP	974.56	50,872.22	1	51,067.14
Constituent Services	SMEA B	TELEPHONE OPERATOR	939.08	49,019.91	1	50,407.73
Constituent Services	Non-Union	CUSTOMER SERVICE REP	955.45	49,874.73	1	50,065.82
Constituent Services	Non-Union	CUSTOMER SERVICE REP	918.35	47,938.03	1	48,121.70
Constituent Services	Non-Union	CUSTOMER SERVICE REP	900.35	46,998.07	1	47,178.14
Constituent Services	Non-Union	CUSTOMER SERVICE REP	882.69	46,076.54	1	46,253.08
Constituent Services	Non-Union	CUSTOMER SERVICE REP	882.69	46,076.54	1	46,253.08
Constituent Services	Non-Union	CUSTOMER SERVICE REP (PT ...	381.52	19,915.34	1	19,915.34

City of **Somerville**

City of Somerville, MA FY21 Budget



Personnel

City of Somerville FY21 Budget

Mission Statement

To ensure the successful delivery of city services by recruiting, developing, motivating, and retaining qualified employees to provide the highest possible level of public service. Personnel promotes and supports organizational excellence through effective human resources programming regarding benefits, compensation, training, safety initiatives, quality customer service, and professional development. All programs are administered in an environment that embraces diversity. Personnel also ensures that all employees are paid in accordance with applicable laws and collective bargaining agreements.

Changes from FY20

Personal Services are projected 3% lower than FY20. This is due to a proposed 50% cut in the vacant Talent Acquisition Manager position. While an essential position, we anticipate that there will be a reduction in recruitment efforts at the beginning of FY21 due to the current economic conditions; Personnel staff will be reassigned to meet our hiring needs in this interim period. There are minimal increases in some areas of Personal Services due to adjustments in the Living Wage Ordinance and to meet obligations of negotiated collective bargaining agreements.

Overall, **Ordinary Maintenance** is proposed 5% lower than FY20. We conducted an assessment of what will be essential in FY21 to serve our employee population and maintain our core functions of staffing, development, compensation, benefits administration, safety/health and employee and labor relations as we reopen to the public from the COVID-19 closure. Towards that end, we reduced our budget significantly for valuable but discretionary items such as employee awards, our wellness program, non-union gym

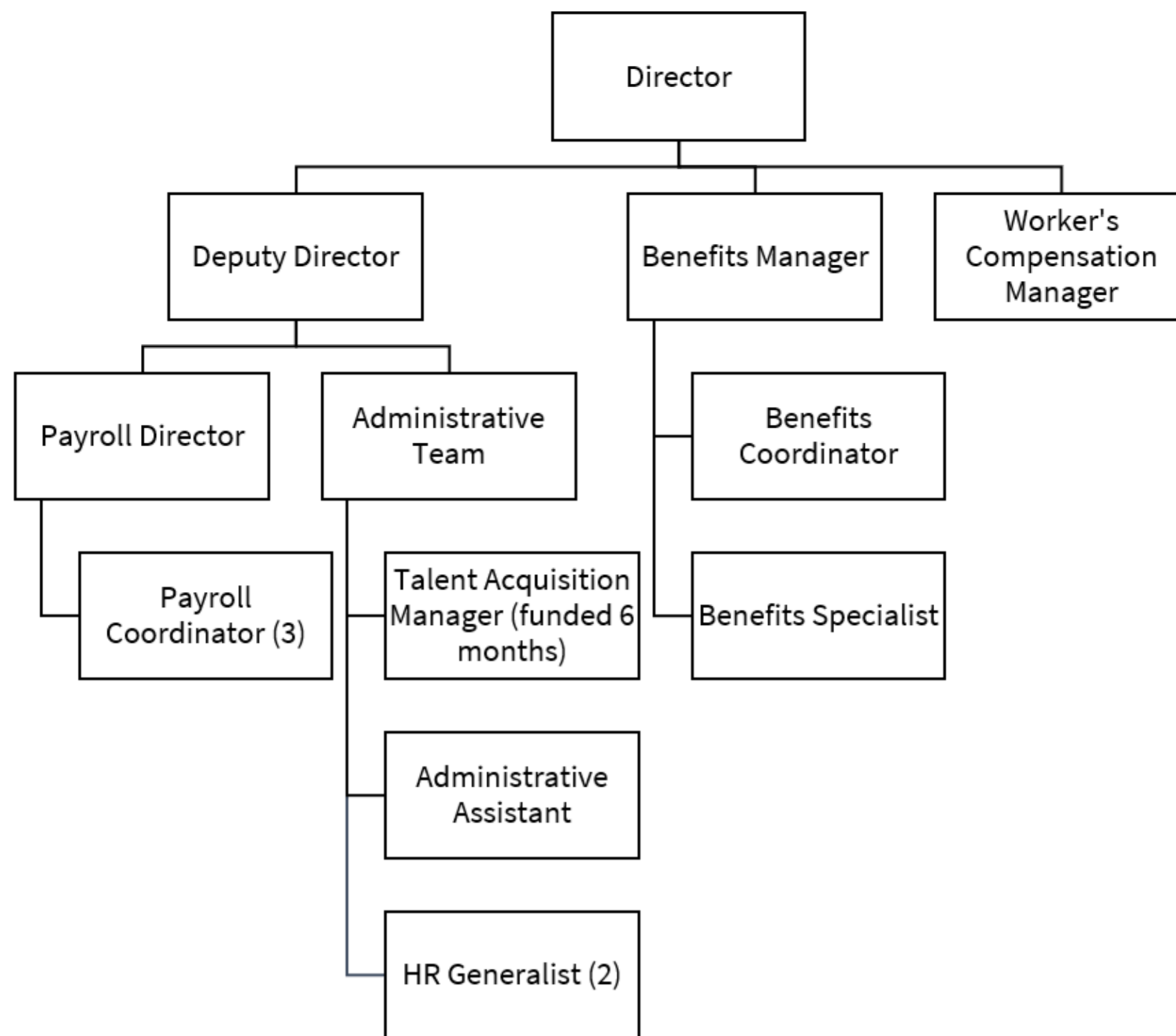
reimbursement, and employee training. At the same time, we are seeking increases in two lines: in professional & technical services, to be able to conduct searches for a rich pool of diverse, qualified candidates for critical management positions such as the Director of Human Resources and Chief of Police; and in arbitration services, to meet the needs for hearings postponed from Spring 2020 due to the COVID-19 pandemic.

Special Items is proposed 110% higher than FY20. This is due to the transition of the Fire Education Incentive budget to Personnel, offset slightly by a reduction in the Non-Union Education account.

FY21 Budget Proposal

PERSONNEL	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
PERSONNEL OM					
515001 GYM REIMBURSEMENT	4,380	2,500	-	-	
524034 R&M - SERVICE CONTRACTS	-	-	404	-	
527019 RENTAL-WATER COOLER	273	350	105	300	
530000 PROFESSIONAL & TECHNICAL SVC	81,202	121,109	47,379	159,000	
530008 EMPLOYEE TRAINING COURSES	3,937	31,050	7,325	3,500	
530011 ADVERTISING	9,023	25,000	12,159	7,000	
530017 ARBITRATION SERVICES	39,276	35,000	6,382	50,000	
534003 POSTAGE	95	400	196	100	
538012 WELLNESS PROGRAM	11,232	12,000	3,376	6,000	
542000 OFFICE SUPPLIES	2,965	4,000	1,880	3,000	
542001 PRINTING & STATIONERY	9,506	9,000	1,582	6,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	495	-	773	-	
549000 FOOD SUPPLIES & REFRESHMT	1,042	1,000	21	200	
558004 MAGAZINES/SUBSCRIPTS/PUB	1,107	1,000	670	700	
571000 IN STATE TRAVEL	163	-	134	-	
573000 DUES AND MEMBERSHIPS	2,708	2,475	1,932	2,100	
578008 REIMB/ALLOWANCES	-	3,000	-	210	
578015 AWARDS	-	3,000	2,928	-	
PERSONNEL OM TOTAL	167,404	250,884	87,245	238,110	-5.1%
PERSONNEL PS					
511000 SALARIES	977,043	1,012,538	820,931	972,103	
512000 SALARIES & WAGES TEMPORARY	11,267	19,650	14,137	20,030	
513000 OVERTIME	3,451	4,300	618	4,300	
514006 LONGEVITY	3,550	3,850	1,925	4,150	
515006 HOLIDAYS NON-UNION	-	-	-	3,097	
515011 HOLIDAYS - S.M.E.A.	107	-	-	510	
519004 UNIFORM ALLOWANCE	350	350	350	350	
519013 OTHER LUMP SUM PAYMENTS	5,601	-	13,987	-	
PERSONNEL PS TOTAL	1,001,370	1,040,688	851,948	1,004,540	-3.5%
PERSONNEL SPECIAL ITEMS					
519016 ED INCENTIVES SMEA A	7,500	7,500	5,788	7,500	
519017 EDUCATIONAL INCENTIVE - B	2,602	35,000	3,520	35,000	
519018 ED INCENTIVE - FIRE ALARM	-	5,000	-	10,000	
519019 ED INCENTIVE - E911	-	3,500	-	3,500	
519020 SMEA EMPLOY FLUENCY BONUS	12,000	12,000	16,500	18,000	
519024 NON-UNION EDUCATION	9,760	15,000	4,290	10,000	
519028 EDUCATION INCENTIVE - FIRE	-	-	18,240	75,000	
519029 FIRE FLUENCY BONUS	-	-	-	4,500	
PERSONNEL SPECIAL ITEMS TOTAL	31,862	78,000	48,338	163,500	109.6%
PERSONNEL TOTAL	1,200,635	1,369,572	987,531	1,406,150	2.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Personnel	Non-Union	DIRECTOR OF HUMAN RESOUR...	2,550.00	133,110.00	1	133,620.00
Personnel	Non-Union	PAYROLL DIRECTOR	1,949.13	101,744.45	1	102,134.27
Personnel	Non-Union	DEPUTY DIRECTOR OF PERSO...	1,873.44	97,793.58	1	98,168.27
Personnel	Non-Union	BENEFITS MANAGER	1,632.63	85,223.17	1	85,549.69
Personnel	SMEA D	BENEFITS COORDINATOR	1,360.64	71,025.25	1	73,547.37
Personnel	Non-Union	BENEFITS SPECIALIST	1,353.04	70,628.70	1	70,899.31
Personnel	Non-Union	HR GENERALIST	1,273.94	66,499.64	1	66,754.43
Personnel	Non-Union	PAYROLL COORDINATOR	1,273.94	66,499.64	1	66,754.43
Personnel	SMEA B	ADMIN SMEA B	1,189.13	62,072.53	1	64,560.36
Personnel	Non-Union	PAYROLL COORDINATOR	1,224.47	63,917.37	1	64,162.27
Personnel	Non-Union	HR GENERALIST	1,176.92	61,435.38	1	61,670.77
Personnel	Non-Union	PAYROLL COORDINATOR	1,176.92	61,435.38	1	61,670.77
Personnel	Non-Union	TALENT ACQUISITION MANAG...	1,176.92	61,435.38	0.5	30,717.69

City of **Somerville**

City of Somerville, MA FY21 Budget



Information Technology

City of Somerville FY21 Budget

Mission Statement

Establish and maintain a network infrastructure that is secure, reliable, accessible and flexible while providing timely and effective technology support services to city staff that maximizes and enhances their productivity and their ability to provide ever improving city services.

Changes from FY20

Personal Services increases of 3.1% are comprised of salary adjustments due to union collective bargaining settlements. The currently vacant IT Project Manager position has been funded for 75% of the year with an anticipated start date of 9/1/2020.

Ordinary Maintenance lines are projected to increase by 41.7%. This is due to a number of factors

Software increases of 40% include significant Cybersecurity enhancements and other departmental software consolidated into the IT budget. Examples include SmartSheet licenses and OpenGov software.

PSTN and Cellular & Paging lines are now fully funded and no longer require yearly transfers/approvals between City and SPS making the process much more efficient. The amount of this transfer was expected to be \$155,000 in FY21.

The PSTN line also reflects phase 1 of upgrading the aged public safety radio infrastructure.

Cellular & Paging increases of 33% are due to increased mobile demands in general and due to COVID19.

Computer Equipment lines increases are due to the purchase of additional laptops as compared to desktops and a 5-year balanced lease on replacing municipal network infrastructure equipment.

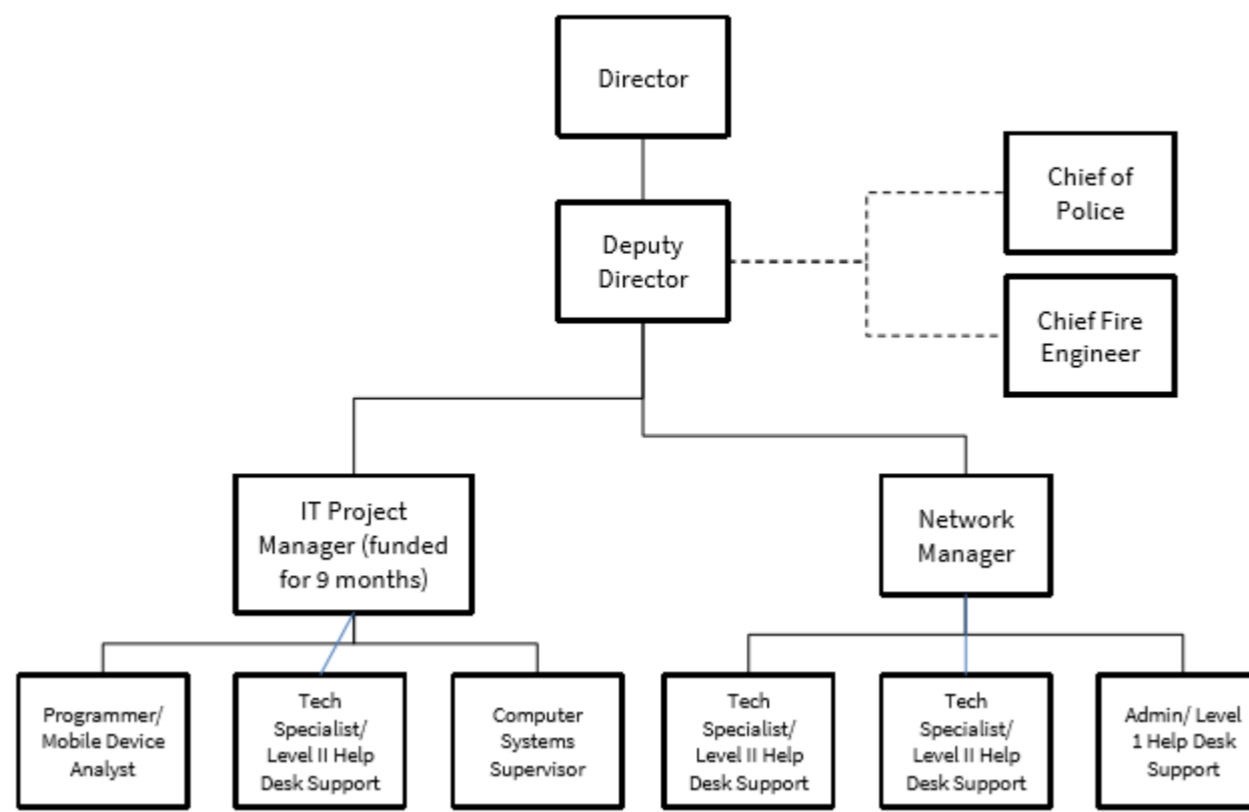
Increases in the **R&M - Computer Equipment** line are for one-time costs of \$70,000 in order to convert an existing tape-stored data backup system.

Other differences include regular yearly percentage increases to software services and contracts.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
INFORMATION TECHNOLOGY					
INFORMATION TECHNOLOGY OM					
524007 R&M - OFFICE EQUIPMENT	-	-	4,000	-	
524015 R&M - COMPUTER EQUIPMT	89,814	123,390	22,921	152,831	
524033 R&M - SOFTWARE	959,587	1,209,449	1,029,046	1,694,191	
524034 R&M - SERVICE CONTRACTS	-	300	-	300	
527006 LEASE - PHOTOCOPIER EQUIPMENT	62,835	67,043	56,965	85,000	
527018 POSTAGE MACHINE RENTAL	2,687	4,500	1,911	-	
527019 RENTAL-WATER COOLER	99	300	59	300	
530000 PROFESSIONAL & TECHNICAL SVC	36,112	72,500	20,400	69,820	
530008 EMPLOYEE TRAINING COURSES	18,031	33,800	19,899	-	
534001 PHONE MAINTENANCE	-	400	-	400	
534002 CELLULAR & PAGING SERVICES	177,072	200,000	218,608	304,000	
534003 POSTAGE	-	200	-	200	
534007 PSTN-USAGE	(7,623)	50,000	82,247	161,465	
534008 WEB SITE COSTS	25,850	27,925	26,500	30,000	
534009 INTERNET MAINTENANCE	1,152	31,236	21,043	30,121	
542000 OFFICE SUPPLIES	454	1,500	392	1,000	
542004 COMPUTER SUPPLIES	4,627	10,000	4,058	10,000	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	251,000	13,162	440,940	
542010 CELLULAR DEVICES	6,656	3,750	20,121	5,000	
573000 DUES AND MEMBERSHIPS	-	830	-	830	
585019 CABLING	-	47,000	16,610	39,320	
INFORMATION TECHNOLOGY OM TOTAL	1,377,353	2,135,123	1,557,941	3,025,718	41.7%
INFORMATION TECHNOLOGY PS					
511000 SALARIES	793,683	841,469	620,045	864,221	
513000 OVERTIME	4,415	8,240	2,301	7,000	
514006 LONGEVITY	5,025	5,200	3,050	6,100	
515006 HOLIDAYS NON-UNION	-	-	-	1,517	
515011 HOLIDAYS - S.M.E.A.	-	-	-	1,545	
515012 PERFECT ATTENDANCE	700	-	900	-	
519004 UNIFORM ALLOWANCE	350	700	350	1,400	
519013 OTHER LUMP SUM PAYMENTS	-	-	51,035	-	
INFORMATION TECHNOLOGY PS TOTAL	804,173	855,609	677,681	881,783	3.1%
INFORMATION TECHNOLOGY TOTAL	2,181,526	2,990,732	2,235,622	3,907,501	30.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Information Technology	Non-Union	DIRECTOR OF IT	2,550.00	133,110.00	1	133,620.00
Information Technology	SMEA A	IT SUPERVISOR/COMPUTE...	2,043.33	106,661.84	1	108,970.51
Information Technology	Non-Union	DEPUTY DIRECTOR OF IT	1,961.54	102,392.31	1	102,784.62
Information Technology	Non-Union	IT NETWORK MANAGER	1,769.36	92,360.60	1	92,714.47
Information Technology	SMEA A	IT COMP TECH/SYST ADMIN	1,722.26	89,902.05	1	92,146.50
Information Technology	SMEA A	IT ADMINPROG/TECH	1,705.21	89,011.93	1	91,052.97
Information Technology	SMEA D	IT SPECIALIST	1,406.29	73,408.56	1	74,639.82
Information Technology	Non-Union	IT SPECIALIST	1,300.50	67,886.10	1	68,146.20
Information Technology	Non-Union	IT PROJECT MANAGER - FU...	1,667.31	87,033.46	0.75	65,275.10
Information Technology	SMEA B	IT HELP DESK/ADMIN	846.97	44,211.61	1	44,731.00

City of **Somerville**

City of Somerville, MA FY21 Budget



Elections

City of Somerville FY21 Budget

Mission Statement

To conduct elections, oversee the collection of census data, and maintain a collection of public records including voter and resident lists, campaign finance records, and election results. The Elections Department conducts fair and orderly elections by distributing and administering nomination papers and petitions, certifying signatures, preparing ballots, administering early elections, staffing polling locations, maintaining voting machines, training wardens and clerks, tabulating votes, publishing the official results of all elections, and ensuring candidates' compliance with campaign finance laws and the Somerville Ethics Ordinance. The Department also administers the annual city census, which is mandated by the City Charter and the general laws of Massachusetts. Census information is used by the Election Department to ensure accurate voting lists and is used as a critical data source by many city agencies.

Changes from FY20

The Elections Department is proposing a 14% increase for FY21 due to the need to staff up for the upcoming Presidential election as well as response to additional safety precautions during the COVID-19 pandemic.

For the September and November elections, we are being asked to prepare for early voting, absentee voting, mail in voting as well as person voting. Consequently, we need to hire staff to help us facilitate these items.

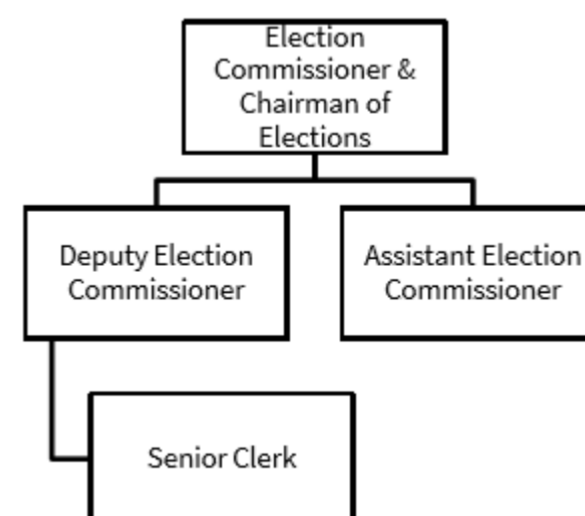
Ordinary Maintenance increases of 27.3% are strictly due to Presidential election year preparations.

Personal Service increases of 9.9% are due to union collective bargaining settlements during FY20 as well as an additional \$27,000 in expected costs for poll workers in the Salaries & Wages Temporary line.

FY21 Budget Proposal

ELECTIONS	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
ELECTIONS OM					
524034 R&M - SERVICE CONTRACTS	817	900	646	950	
527001 RENTAL - BUILDINGS	890	2,040	735	2,040	
527019 RENTAL-WATER COOLER	122	200	61	200	
530000 PROFESSIONAL & TECHNICAL SVC	30,261	35,000	18,765	66,742	
530011 ADVERTISING	5,816	7,500	3,711	7,500	
534003 POSTAGE	43,523	43,000	35,442	43,000	
542000 OFFICE SUPPLIES	2,440	5,000	2,557	5,000	
542001 PRINTING & STATIONERY	13,486	18,750	17,075	21,750	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	36,968	1,000	-	1,000	
542008 BOOKS & BOOKBINDING	-	500	-	500	
549000 FOOD SUPPLIES & REFRESHMT	1,070	1,500	1,371	1,750	
571001 IN STATE CONFERENCES	531	1,500	-	1,500	
573000 DUES AND MEMBERSHIPS	-	200	-	200	
578016 CENSUS	14,817	18,500	15,024	20,500	
ELECTIONS OM TOTAL	150,741	135,590	95,385	172,632	27.3%
ELECTIONS PS					
511000 SALARIES	272,185	277,375	235,699	299,813	
511002 SALARIES - MONTHLY	11,448	11,448	9,540	11,448	
512000 SALARIES & WAGES TEMPOR'Y	116,994	135,000	111,358	162,613	
513000 OVERTIME	20,525	25,000	18,084	18,000	
514006 LONGEVITY	1,000	1,000	500	1,500	
515006 HOLIDAYS NON-UNION	-	-	-	361	
515011 HOLIDAYS - S.M.E.A.	-	-	-	788	
519004 UNIFORM ALLOWANCE	350	350	350	350	
519013 OTHER LUMP SUM PAYMENTS	4,705	-	34,097	-	
ELECTIONS PS TOTAL	427,207	450,173	409,628	494,873	9.9%
ELECTIONS TOTAL	577,948	585,763	505,014	667,505	14.0%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Elections	Non-Union	CHAIRMAN OF ELECTIONS	1,804.75	94,207.82	1	94,568.77
Elections	SMEA A	DEPUTY ELECTION COMMISSION...	1,566.20	81,755.48	1	82,568.72
Elections	SMEA A	ASSIST ELECTION COMMISSIONER	1,473.52	76,917.74	1	77,712.44
Elections	SMEA B	SENIOR CLERK	899.07	46,931.51	1	47,961.33

City of Somerville

City of Somerville, MA FY21 Budget



City Clerk

City of Somerville FY21 Budget

Mission Statement

To record, maintain, and certify municipal records, including resident vital statistics, business licenses and permits, and legislative acts. We provide technical assistance to individuals and businesses, and professional support to public officials. We also provide professional and clerical support to the City Council and Licensing Commission, including meeting preparation, interdepartmental communication, license and permit processing, and document management.

Changes from FY20

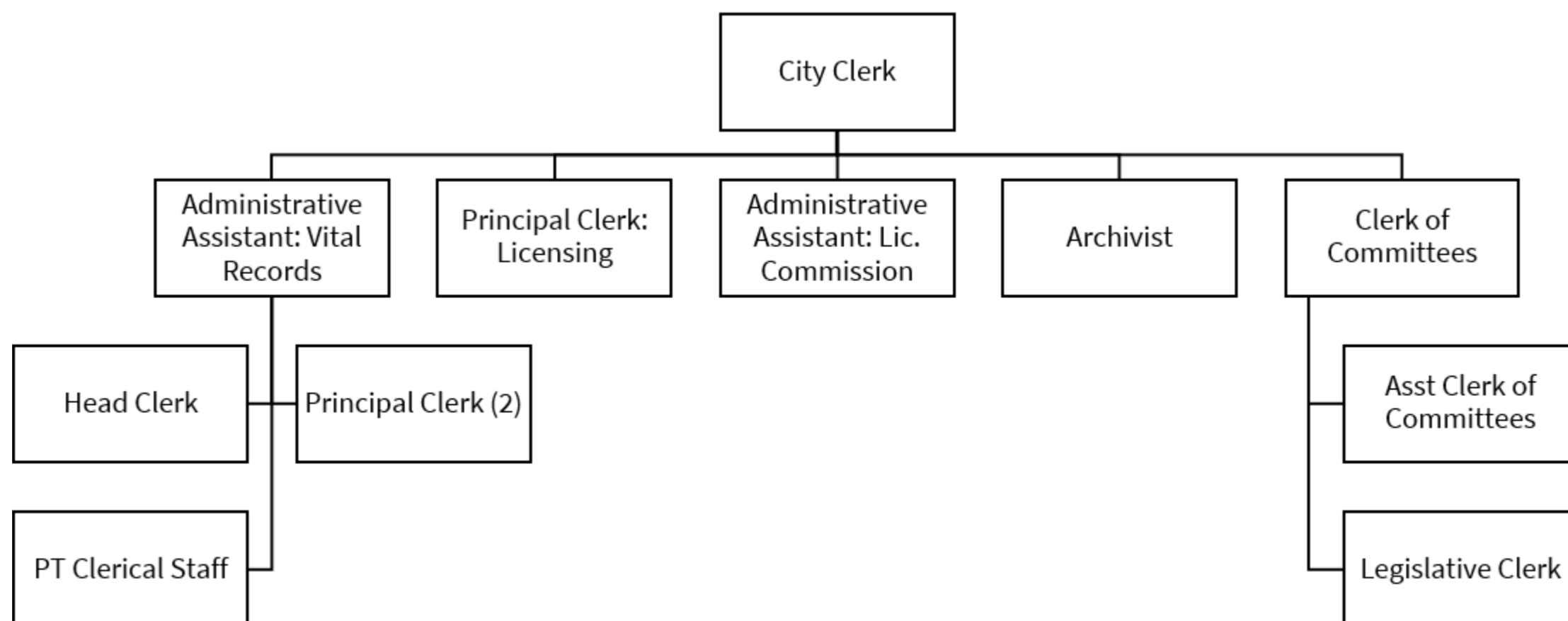
The FY21 budget for the City Clerk's office proposes a 2.4% decrease in **Personal Services** due to a reduction in Salaries/Wages Temporary. The office will be reducing usage of interns in FY21.

The **Ordinary Maintenance** budget is proposed with a 1.2% increase due to a modest increase in Repair & Maintenance - Service Contracts.

FY21 Budget Proposal

CITY CLERK	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
CITY CLERK CAPITAL					
585010 OFFICE EQUIPMENT	-	-	14,428	-	
CITY CLERK CAPITAL TOTAL	-	-	14,428	-	-
CITY CLERK OM					
524007 R&M - OFFICE EQUIPMENT	284	900	189	900	
524033 R&M - SOFTWARE	24,848	35,160	17,383	35,160	
524034 R&M - SERVICE CONTRACTS	854	1,780	1,334	4,000	
527013 RENTAL - STORAGE SPACE	11,183	25,026	6,842	25,026	
527018 POSTAGE MACHINE RENTAL	9,079	9,320	6,818	9,320	
527019 RENTAL-WATER COOLER	226	240	134	240	
530000 PROFESSIONAL & TECHNICAL SVC	501	6,500	5,706	6,500	
530011 ADVERTISING	519	1,170	284	1,170	
534003 POSTAGE	58,303	60,046	42,823	60,046	
542000 OFFICE SUPPLIES	5,834	11,500	4,910	11,500	
542001 PRINTING & STATIONERY	3,809	4,100	1,437	4,100	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	1,216	4,000	449	4,000	
542008 BOOKS & BOOKBINDING	8,856	15,725	1,467	15,725	
558012 BADGES, EMBLEMS, TROPHIES, MEDALL	3,802	3,500	3,295	3,500	
571001 IN STATE CONFERENCES	180	800	125	800	
572001 OUT OF STATE CONFERENCES	2,103	3,000	87	3,000	
573000 DUES AND MEMBERSHIPS	580	750	460	750	
574000 INSURANCE PREMIUMS	687	800	168	800	
578001 CREDIT CARD CONVENIENCE FEE	1,531	3,300	1,587	3,300	
CITY CLERK OM TOTAL	134,392	187,617	95,497	189,837	1.2%
CITY CLERK PS					
511000 SALARIES	443,812	503,097	395,621	506,969	
512000 SALARIES & WAGES TEMPOR'Y	27,962	40,028	9,023	20,800	
513000 OVERTIME	2,302	2,648	1,407	2,854	
514006 LONGEVITY	4,700	5,000	3,000	5,150	
515006 HOLIDAYS NON-UNION	-	-	-	677	
515011 HOLIDAYS - S.M.E.A.	753	-	-	1,267	
515012 PERFECT ATTENDANCE	-	-	700	-	
519004 UNIFORM ALLOWANCE	1,750	2,100	2,100	2,100	
519013 OTHER LUMP SUM PAYMENTS	27,736	-	2,209	-	
CITY CLERK PS TOTAL	509,014	552,873	414,060	539,817	-2.4%
CITY CLERK TOTAL	643,406	740,490	523,986	729,654	-1.5%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
City Clerk	Non-Union	CITY CLERK	2,081.60	108,659.54	1	109,075.86
City Clerk	Non-Union	ARCHIVIST	1,299.42	67,829.63	1	68,089.52
City Clerk	SMEA B	ADMIN ASST	1,189.13	62,072.53	1	64,560.36
City Clerk	SMEA B	ADMIN ASST	1,189.13	62,072.53	1	64,560.36
City Clerk	SMEA B	HEAD CLERK	1,092.33	57,019.47	1	58,187.93
City Clerk	SMEA B	PRINCIPAL CLERK	1,004.73	52,447.15	1	53,248.10
City Clerk	SMEA B	PRINCIPAL CLERK	927.86	48,434.07	1	49,469.64
City Clerk	SMEA B	PRINCIPAL CLERK	927.86	48,434.07	1	48,969.64

City of **Somerville**

City of Somerville, MA FY21 Budget



Licensing Commission

City of Somerville FY21 Budget

Mission Statement

The Licensing Commission is charged with the responsibility of issuing various types of alcohol licenses, common victualer, innholder, and entertainment licenses, adopting and enforcing rules and regulations pertaining to such licenses as well as local ordinances and laws. The Commission determines the amount of license fees and the hours of operation in accordance with local and state laws.

Additionally, the Commission acts on complaints received from public safety officials, elected officials and the general public relative to alleged violations of its rules and regulations, Massachusetts General Laws and/or local ordinances by food, liquor, or entertainment establishments in the city. Complaints are investigated, and if warranted, a hearing is held. If an establishment is found in violation, sanctions are levied against the establishment that may include a license modification, suspension, revocation, or reduction in hours.

Changes from FY20

There are no changes to the Licensing Commission budget for FY21.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
CITY CLERK - LICENSING COMMISSION					
CITY CLERK - LICENSING COMMISSION PS					
511002 SALARIES - MONTHLY	10,356	11,628	9,372	11,628	
CITY CLERK - LICENSING COMMISSION PS TOTAL	10,356	11,628	9,372	11,628	0.0%
CITY CLERK - LICENSING COMMISSION TOTAL	10,356	11,628	9,372	11,628	0.0%

FY21 Positions Listing

City of **Somerville**

City of Somerville, MA FY21 Budget



Law

City of Somerville FY21 Budget

Mission Statement

To provide high-quality, cost-effective legal services to the Mayor, City Council, Department Heads, Boards, Commissions, and other municipal employees. The Law Department strives to successfully prosecute and defend actions before state and federal courts and administrative agencies, provide well-reasoned, timely legal opinions, draft legislation, draft and review contracts, advocate for the City in matters before the state legislature, and facilitate the lawful implementation of programs, technologies, and best practices.

Changes from FY20

Overall, **Ordinary Maintenance** is proposed 7.1% lower than FY20. This is due to foregoing and reducing certain day-to-day law office expenses as well as a reduction in the set off for outside legal counsel, as set forth hereafter:

R & M Office Equipment - \$400 – 100% - As we have a service contract on the photocopier/scanner/fax machine and IT maintains computers/internet service, there is nominal risk;

Legal Services - \$30,000 – 6% - this line is a good faith projection of reasonably anticipated and potential expenses;

Postage - \$300 – 75% - less postage required in recent years apparently due to increase in electronic filings and transfer of documents;

Photocopying - \$150 – 75% - increase in digital photography and electronic transfers has decreased need for photography expenses;

Office Equipment - \$1,750 – 88% - intend to work with existing office equipment;

Office Furniture - \$5,000 – 100% - will do with existing decades-old furniture.

In State Travel - \$2,500 – 63% - we anticipate less need to travel to and from courts, hearings, etc. due to use of remote participation.

In State Conferences – \$1,250 – 63% - reduced participation in continuing education programs.

Overall, **Personal Services** is proposed 2.9% lower than FY20. This is due to the elimination of the temporary salary line from which law interns were paid a \$15.00/hour stipend.

FY21 Budget Proposal

LAW	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
LAW OM					
524007 R&M - OFFICE EQUIPMENT	-	400	-	-	
524034 R&M - SERVICE CONTRACTS	1,004	700	628	700	
527019 RENTAL-WATER COOLER	81	300	120	300	
530000 PROFESSIONAL & TECHNICAL SVC	11,799	14,800	4,652	14,800	
530010 LEGAL SERVICES	1,093,340	530,000	271,255	500,000	
534003 POSTAGE	57	400	53	100	
542000 OFFICE SUPPLIES	1,416	2,300	374	2,300	
542001 PRINTING & STATIONERY	775	400	690	400	
542002 PHOTOCOPYING	144	200	-	50	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	649	2,000	-	250	
542006 OFFICE FURNITURE NOT CAPITALIZ	-	5,000	-	-	
542008 BOOKS & BOOKBINDING	6,229	11,375	2,705	5,375	
558002 ONLINE SUBSCRIPTION	9,603	6,000	9,074	12,000	
558004 MAGAZINES/SUBSCRIPTS/PUB	459	500	429	500	
571000 IN STATE TRAVEL	1,221	4,000	558	1,500	
571001 IN STATE CONFERENCES	210	2,000	110	750	
573000 DUES AND MEMBERSHIPS	2,400	4,000	2,029	4,000	
578010 RECORDINGS	1,461	1,500	396	1,500	
LAW OM TOTAL	1,130,847	585,875	293,073	544,525	-7.1%
LAW PS					
511000 SALARIES	812,472	843,892	676,401	840,671	
511002 SALARIES - MONTHLY	11,703	11,704	9,753	11,704	
512000 SALARIES & WAGES TEMPORARY	-	26,000	10,688	-	
515006 HOLIDAYS NON-UNION	-	-	-	3,221	
519013 OTHER LUMP SUM PAYMENTS	-	-	476	-	
LAW PS TOTAL	824,175	881,596	697,318	855,596	-2.9%
LAW TOTAL	1,955,022	1,467,471	990,391	1,400,121	-4.6%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Law	Non-Union	CITY SOLICITOR	3,031.98	158,269.14	1	158,875.53
Law	Non-Union	DEPUTY CITY SOLICITOR	2,335.56	121,916.00	1	122,383.11
Law	Non-Union	CHIEF LABOR COUNSEL	2,123.23	110,832.73	1	111,257.38
Law	Non-Union	ASSISTANT CITY SOLICITOR	2,123.23	110,832.73	1	111,257.37
Law	Non-Union	ASSISTANT CITY SOLICITOR	1,961.54	102,392.31	1	102,784.62
Law	Non-Union	LEGAL ADMINISTRATIVE ASSISTANT	1,351.91	70,569.94	1	70,840.33
Law	Non-Union	ISD PARALEGAL	1,299.42	67,829.63	1	68,089.52
Law	Non-Union	PARALEGAL / LEGAL ASSISTANT (...)	989.99	51,677.46	1	51,875.46
Law	Non-Union	SPECIAL COUNSEL	2,165.70	113,049.38	0.25	28,370.63
Law	Non-Union	HOUSING COUNSEL / ASST DIREC...	1,732.56	90,439.50	0.2	18,157.20
Law	Non-Union	MUNICIPAL HEARING OFFICER	975.26	11,703.12	1	11,703.12



Inspectional Services

City of Somerville FY21 Budget

Mission Statement

To ensure the safety of residents and community members by enforcing all laws and regulations pertaining to building construction and health. ISD provides residents and community members with consistent and high quality education; local, state and federal code enforcement; emergency services and support to improve the health and safety in the City of Somerville.

Changes from FY20

Personal Services are projected to increase by 4.0% above FY20. This is due to ratification of new union contracts increasing salary for all collectively bargained positions. There is currently one non-union position vacant, Zoning Plan Reviewer, which has been funded for 25% of FY21 with an expected hire date of 4/1/2021.

The Personal Services budget also includes the reallocation of two Food Inspector positions to transition to two Safety Inspector positions in order to comply with the new safety fee and inspection program. Both of these positions are fully-funded in the interest of filling these roles as soon as feasible.

Ordinary Maintenance is projected to increase 36.5% over FY20. This is due to the inclusion of a contract health inspector to perform required sanitary inspections at food service establishments. The use of a contract health inspector is due to the positions unable to be filled after multiple months of advertising for the open positions.

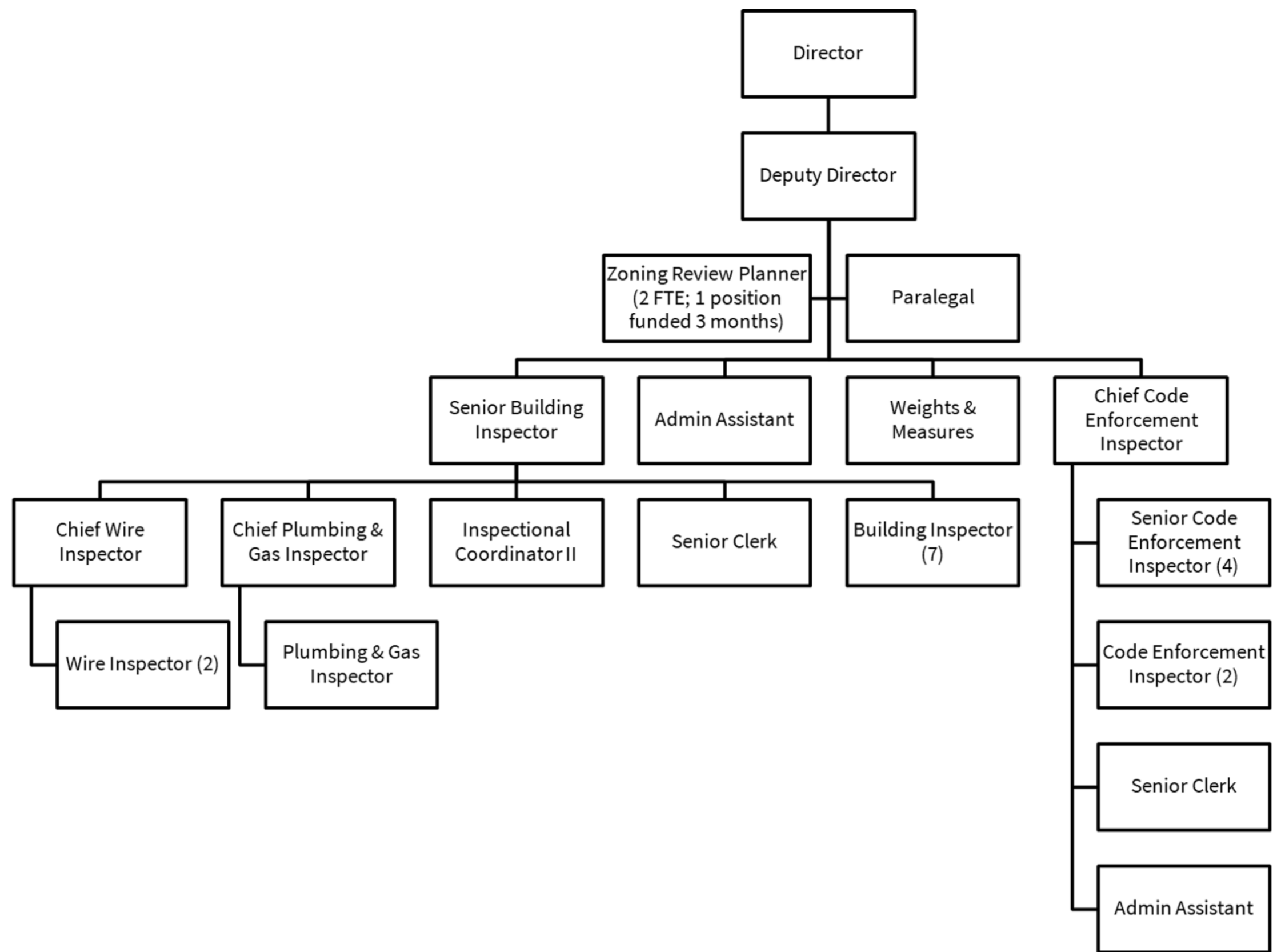
All food license renewal fees have been waived for FY21. To accommodate the increase in required reviews and inspections of safety plans a 0.35% safety

review fee per cost of construction will added to building permits beginning July 2020.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
INSPECTIONAL SERVICES					
INSPECTIONAL SERVICES OM					
524013 R&M - TOOLS & EQUIPMENT	-	1,000	187	1,000	
524034 R&M - SERVICE CONTRACTS	3,217	1,000	1,575	1,000	
527018 POSTAGE MACHINE RENTAL	-	-	-	2,018	
527019 RENTAL-WATER COOLER	219	300	110	300	
529011 DEMOLITION SERVICES	-	2,550	-	2,550	
530000 PROFESSIONAL & TECHNICAL SVC	8,655	45,000	49,155	150,000	
530023 STAFF DEVELOPMENT	8,490	15,000	3,615	15,000	
530028 SOFTWARE SERVICES	-	31,000	19,288	31,000	
534003 POSTAGE	12,000	12,000	12,000	12,000	
538004 EXTERMINATION	38,343	97,364	31,170	65,000	
542000 OFFICE SUPPLIES	4,135	5,500	2,927	5,500	
542001 PRINTING & STATIONERY	940	3,000	1,550	3,000	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	-	1,000	-	1,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	-	7,000	-	7,000	
542007 COMPUTER EQUIPMENT NOT CAPITAL	656	3,000	1,971	3,000	
542008 BOOKS & BOOKBINDING	3,020	4,000	3,456	19,000	
543011 HARDWARE & SMALL TOOLS	369	1,500	613	1,500	
558006 UNIFORMS	726	1,500	878	1,000	
558010 INSPECTION SVC SUPPLIES	330	2,000	-	2,000	
571000 IN STATE TRAVEL	1,515	2,000	685	2,000	
572000 OUT OF STATE TRAVEL	1,715	2,000	923	2,000	
573000 DUES AND MEMBERSHIPS	1,325	2,000	1,860	2,000	
578007 REIMB OF LICENSES	853	700	195	700	
578010 RECORDINGS	-	1,000	-	-	
INSPECTIONAL SERVICES OM TOTAL	86,508	241,414	132,158	329,568	36.5%
INSPECTIONAL SERVICES PS					
511000 SALARIES	1,797,795	2,130,181	1,653,620	2,248,284	
512000 SALARIES & WAGES TEMPORARY	-	30,000	-	-	
513000 OVERTIME	96,660	82,400	81,831	82,400	
514006 LONGEVITY	18,250	21,650	10,525	20,050	
514008 OUT OF GRADE	14,233	9,548	10,285	9,548	
514015 OTHER DIFFERENTIALS	41,339	61,789	54,752	63,604	
515006 HOLIDAYS NON-UNION	-	-	-	1,110	
515011 HOLIDAYS - S.M.E.A.	5,803	-	-	6,903	
515012 PERFECT ATTENDANCE	1,100	-	1,500	-	
519004 UNIFORM ALLOWANCE	7,250	8,600	7,350	9,100	
519013 OTHER LUMP SUM PAYMENTS	112,216	7,000	212,143	5,000	
519015 AUTO ALLOWANCE	9,724	11,100	8,516	10,550	
INSPECTIONAL SERVICES PS TOTAL	2,104,371	2,362,268	2,040,522	2,456,549	4.0%
INSPECTIONAL SERVICES TOTAL	2,190,879	2,603,682	2,172,680	2,786,117	7.0%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Inspectional Services	Non-Union	SUPERINTENDENT ISD	2,353.85	122,870.77	1	123,341.54
Inspectional Services	SMEA A	SR BUILDING INSPECTOR	1,983.24	103,524.93	1	110,738.05
Inspectional Services	SMEA A	CHIEF CODE ENFORCEMENT I...	1,944.16	101,485.08	1	110,612.23
Inspectional Services	SMEA D	CHIEF WIRE & ELECTRICAL IN...	1,825.26	95,278.32	1	101,593.88
Inspectional Services	SMEA D	CHIEF PLUMBING AND GAS IN...	1,771.57	92,476.20	1	97,773.66
Inspectional Services	SMEA A	SEALER	1,688.33	88,130.62	1	93,894.94
Inspectional Services	Non-Union	ISD DEPUTY DIRECTOR	1,665.28	86,927.63	1	87,260.68
Inspectional Services	SMEA B	BUILDING INSPECTOR	1,503.60	78,488.03	1	84,395.95
Inspectional Services	SMEA B	BUILDING INSPECTOR	1,503.60	78,488.03	1	84,245.95
Inspectional Services	SMEA B	BUILDING INSPECTOR	1,503.60	78,488.03	1	83,545.95
Inspectional Services	SMEA B	BUILDING INSPECTOR	1,503.60	78,488.03	1	83,195.95
Inspectional Services	SMEA B	BUILDING INSPECTOR	1,503.60	78,488.03	1	83,195.95
Inspectional Services	SMEA B	BUILDING INSPECTOR	1,503.60	78,488.03	1	82,695.95

City of **Somerville**

City of Somerville, MA FY21 Budget



Infrastructure & Asset Management

City of Somerville FY21 Budget

Mission Statement

The Department of Infrastructure and Asset Management (IAM), through Capital Projects for buildings and Engineering for utilities, and in close collaboration with DPW, OSPCD, and Water & Sewer, develops and implements a comprehensive plan to effectively maintain, modernize, and replace Somerville's full range of horizontal and vertical infrastructure assets. While IAM seeks to optimize the City's capital investments through technical evaluation of operations costs against capital improvements, the broader goal of the department is to establish and utilize evaluation criteria, in consultation with virtually every other City department, by which options are rated and projects are prioritized. IAM also seeks to identify and evaluate alternative forms of funding with the objective of minimizing overall costs to taxpayers and water and sewer ratepayers.

Changes from FY20

None of the IAM staff are part of collective bargaining; therefore, there are no salary adjustments to IAM **Personal Services**.

To reflect departmental organization and reporting structures, the Project Assistant position is being moved from IAM administration to the Capital Projects Division. Consequently, while the IAM PS budget appears to be reduced, there is no actual change to the overall Departmental budget.

For FY20 when IAM was created by combining Capital Projects and Engineering, the **Ordinary Maintenance** budgets for routine expenses (e.g., training, office supplies, furniture, equipment, etc.) remained at the Division

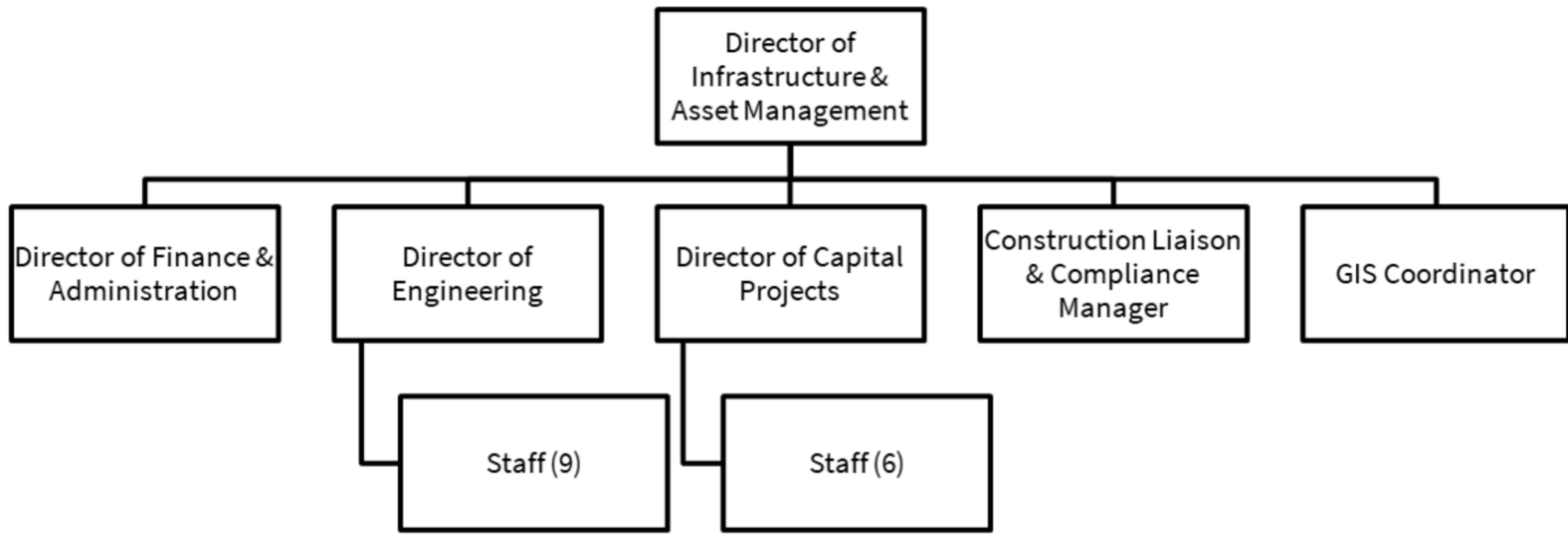
level. To improve operational efficiency, most of those lines are being consolidated at the IAM Department level for FY21. Those lines are level-funded with the exception of a complete cut to out-of-state travel and conferences resulting in a modest net reduction in OM for IAM.

It should be noted that there is an apparent increase in Engineering OM; however, this is due to the roadway markings maintenance function and budget line being moved from the Parking Department to IAM Engineering. That line is being level-funded from FY20 to FY21 resulting in no net change to the overall City budget.

FY21 Budget Proposal

IAM - INFRASTRUCTURE & ASSET MANAGEMENT	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
INFRASTRUCTURE & ASSET MANAGEMENT OM					
524036 CABLING NON CAPITAL	-	-	-	2,000	
527006 LEASE - PHOTOCOPIER EQUIPMENT	-	-	-	800	
527019 RENTAL-WATER COOLER	-	-	-	400	
530000 PROFESSIONAL & TECHNICAL SVC	-	-	-	-	
530008 EMPLOYEE TRAINING COURSES	-	-	-	9,000	
530028 SOFTWARE SERVICES	-	-	-	75,000	
534015 FEE	-	-	-	1,000	
538008 MOVING SERVICES	-	-	-	2,000	
542000 OFFICE SUPPLIES	-	-	-	4,500	
542001 PRINTING & STATIONERY	-	-	-	1,475	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	-	-	-	4,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	-	-	-	17,500	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	-	-	7,500	
543007 PAINT	-	-	-	-	
543011 HARDWARE & SMALL TOOLS	-	-	-	500	
553001 SIGNS AND CONES	-	-	-	2,500	
558006 UNIFORMS	-	-	-	5,000	
571000 IN STATE TRAVEL	-	-	-	200	
571001 IN STATE CONFERENCES	-	-	-	3,000	
572000 OUT OF STATE TRAVEL	-	-	-	-	
572001 OUT OF STATE CONFERENCES	-	-	-	-	
573000 DUES AND MEMBERSHIPS	-	-	-	9,000	
578007 REIMB OF LICENSES	-	-	-	1,000	
INFRASTRUCTURE & ASSET MANAGEMENT OM TOTAL	-	-	-	146,375	#DIV/0!
INFRASTRUCTURE & ASSET MANAGEMENT PS					
511000 SALARIES	-	348,423	264,519	287,884	
515006 HOLIDAYS NON-UNION	-	-	-	1,463	
INFRASTRUCTURE & ASSET MANAGEMENT PS TOTAL	-	348,423	264,519	289,347	-17.0%
INFRASTRUCTURE & ASSET MANAGEMENT TOTAL	-	348,423	264,519	435,722	25.1%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Infrastructure & Asset Management	Non-Union	DIRECTOR OF INFRASTRUCTU...	2,550.00	133,110.00	1	133,110.00
Infrastructure & Asset Management	Non-Union	DIRECTOR OF FINANCE & ADMIN	1,765.38	92,153.08	1	92,153.08
Infrastructure & Asset Management	Non-Union	GIS COORDINATOR	1,698.59	88,666.18	0.4	35,466.47
Infrastructure & Asset Management	Non-Union	CONSTRUCTION LIAISON	1,300.50	67,886.10	0.4	27,154.44

City of **Somerville**

City of Somerville, MA FY21 Budget



IAM: Capital Projects & Project Management

City of Somerville FY21 Budget

Mission Statement

To oversee the construction, reconstruction, renovation, and preventive maintenance of all City-owned buildings which currently consist of 32 facilities and approximately 1.9 million square feet. In all of its work, the Capital Projects Department strives to be efficient and responsive to community needs, to enhance sustainable design and energy efficiency, and to improve safety and accessibility for all users.

Changes from FY20

None of the Capital Projects staff are part of collective bargaining; therefore, there are no salary adjustments for current positions.

For the reasons discussed below, a **new position** is proposed for the Capital Projects Division, a Green Building Manager for the new Somerville High School. It is important to bring this position on while the building is being commissioned; therefore, we propose posting the position immediately, and allowing 6 weeks to fill. Accounting for the reorganization of the Project Assistant position discussed above, there is a net increase to the Capital Project PS line.

While the City did not elect to pursue LEED certification, the new Somerville High School will incorporate advanced building systems, particularly for heating and cooling, and will be the most technologically advanced building in the City when it opens this fall. As is the case with similar sustainable buildings, operations and maintenance will be substantially more complex for the High School than for any of our other buildings, requiring not only knowledge of the

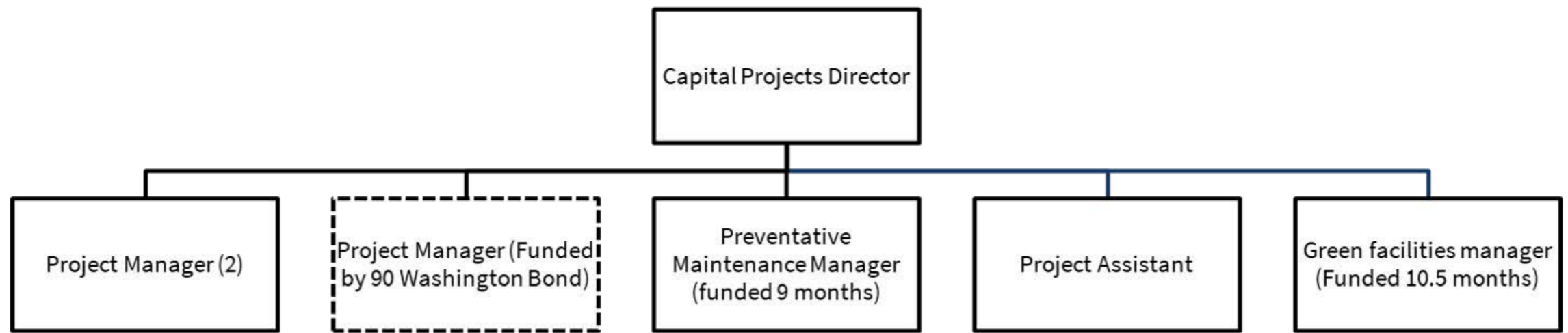
mechanical systems, but also how occupant behaviors impact those systems. To protect the City's investment and ensure proper functioning of the energy-efficient systems, Capital Projects requests the addition of a Green Building Manager to oversee maintenance contracts, correctly respond to 311 requests, and generate work plans for DPW's routine operations and custodial activities.

Due to projected COVID-related budget constraints, the allowance for Building Improvements is being removed from Capital Projects FY21 budget resulting in a reduction in **Capital Outlay**.

FY21 Budget Proposal

IAM - CAPITAL PROJECTS	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
IAM - CAPITAL PROJECTS CAPITAL					
530000 PROFESSIONAL & TECHNICAL SVC	48,126	100,000	2,665	100,000	
530006 ENGINEER'G/ARCHITCT'L SVC	67,228	140,000	17,374	140,000	
582002 BUILDING RECONSTRUCTION	-	20,000	-	20,000	
582003 BUILDING IMPROVEMENTS	-	20,000	9,083	-	
IAM - CAPITAL PROJECTS CAPITAL TOTAL	115,354	280,000	29,122	260,000	-7.1%
IAM - CAPITAL PROJECTS OM					
524001 R&M - BUILDINGS & GROUNDS	-	1,000	-	1,000	
524020 R&M - EXTERIOR BUILDING	1,815	1,000	-	1,000	
527019 RENTAL-WATER COOLER	22	200	-	-	
530008 EMPLOYEE TRAINING COURSES	2,165	6,000	1,885	-	
530028 SOFTWARE SERVICES	975	40,000	18,102	-	
534015 FEE	-	1,000	-	-	
538008 MOVING SERVICES	-	2,000	-	-	
542000 OFFICE SUPPLIES	918	1,500	424	-	
542001 PRINTING & STATIONERY	241	1,000	285	-	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	2,937	2,000	-	-	
542006 OFFICE FURNITURE NOT CAPITALIZ	199	3,000	200	-	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	21,000	-	-	
553001 SIGNS AND CONES	125	2,000	-	-	
558006 UNIFORMS	1,042	1,000	-	-	
571000 IN STATE TRAVEL	210	200	102	-	
571001 IN STATE CONFERENCES	150	1,500	-	-	
572000 OUT OF STATE TRAVEL	-	2,000	-	-	
572001 OUT OF STATE CONFERENCES	-	1,500	-	-	
573000 DUES AND MEMBERSHIPS	868	3,000	749	-	
578007 REIMB OF LICENSES	100	1,000	-	-	
IAM - CAPITAL PROJECTS OM TOTAL	11,766	91,900	21,747	2,000	-97.8%
IAM - CAPITAL PROJECTS PS					
511000 SALARIES	438,316	376,509	232,130	511,860	
515006 HOLIDAYS NON-UNION	-	-	-	1,856	
IAM - CAPITAL PROJECTS PS TOTAL	438,316	376,509	232,130	513,716	36.4%
IAM - CAPITAL PROJECTS TOTAL	565,437	748,409	282,999	775,716	3.6%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
IAM: Capital Projects	Non-Union	GREEN FACILITIES MANAGER (Fun...	1,667.31	87,033.46	0.875	76,154.28
IAM: Capital Projects	Non-Union	PROJECT MANAGER	1,953.52	101,973.57	1	
IAM: Capital Projects	Non-Union	PROJECT MGR CAPITAL PROJ	1,734.67	90,549.61	1	
IAM: Capital Projects	Non-Union	DIR CAP PROJ MGMT	2,353.85	122,870.77	1	
IAM: Capital Projects	Non-Union	PROJECT MANAGER (FUNDED VIA ...	1,765.38	92,153.08		
IAM: Capital Projects	Non-Union	PROJECT ASSISTANT	1,471.15	76,794.23	1	
IAM: Capital Projects	Non-Union	PREV MAINT MGR (FUNDED 50%)	1,667.31	87,033.46	0.5	

City of **Somerville**

City of Somerville, MA FY21 Budget



IAM: Engineering

City of Somerville FY21 Budget

Mission Statement

The Engineering Department facilitates the improvement and modernization of the City's infrastructure including roadways, sidewalks, water distribution, sewer and stormwater management systems by engineering safe, multimodal, functional, and sustainable infrastructure maintenance and capital investment projects. The Department manages the street opening and trench permit programs, reviews private development site plans to ensure compliance with City standards and sound engineering practices, administers the city's pavement management program, and acts as the City's liaison to state and federal agencies such as the MBTA, MassDOT, EPA, MassDEP, and the MWRA on engineering issues.

Changes from FY20

One staff member in the Engineering Division is an SMEA member and entitled to an annual adjustment resulting in a slight increase in the overall **Personal Services** line.

For the reasons discussed below, a **new position** is proposed for the IAM Engineering Division, a Stormwater Program Manager to be funded by the Sewer Enterprise. For budget organizational purposes, the new position does not appear to impact the Engineering PS line; however, you will find it budgeted in the Sewer Enterprise.

The September 2019 Administrative Order issued by the US Environmental Protection Agency establishes a strict timeline and actions for compliance with the federally-issued stormwater permit. The August 2019 Variance for Combined Sewer Overflows (CSO) issued by the Massachusetts Department of Environmental Protection establishes a timeline and expectations for the next

anticipated requirements of the federally-issued CSO permit. Fulfilling those requirements will require substantial planning, data gathering, and reporting, all of which must be coordinated through Engineering with Water & Sewer, DPW-Highway and other City departments, and will also require enforcement of more rigorous stormwater management standards on private property. Specialized knowledge of stormwater permit requirements, and technical understanding of stormwater management systems is vital for the City to maintain compliance and avoid further enforcement actions from the federal and state regulators. Following an in-depth review of the requirements and generating a compliance plan for the City, the Directors of Engineering and IAM estimate that compliance cannot be achieved by sharing the workload amongst currently over-allocated staff, and that a new full-time employee with the requisite expertise is required.

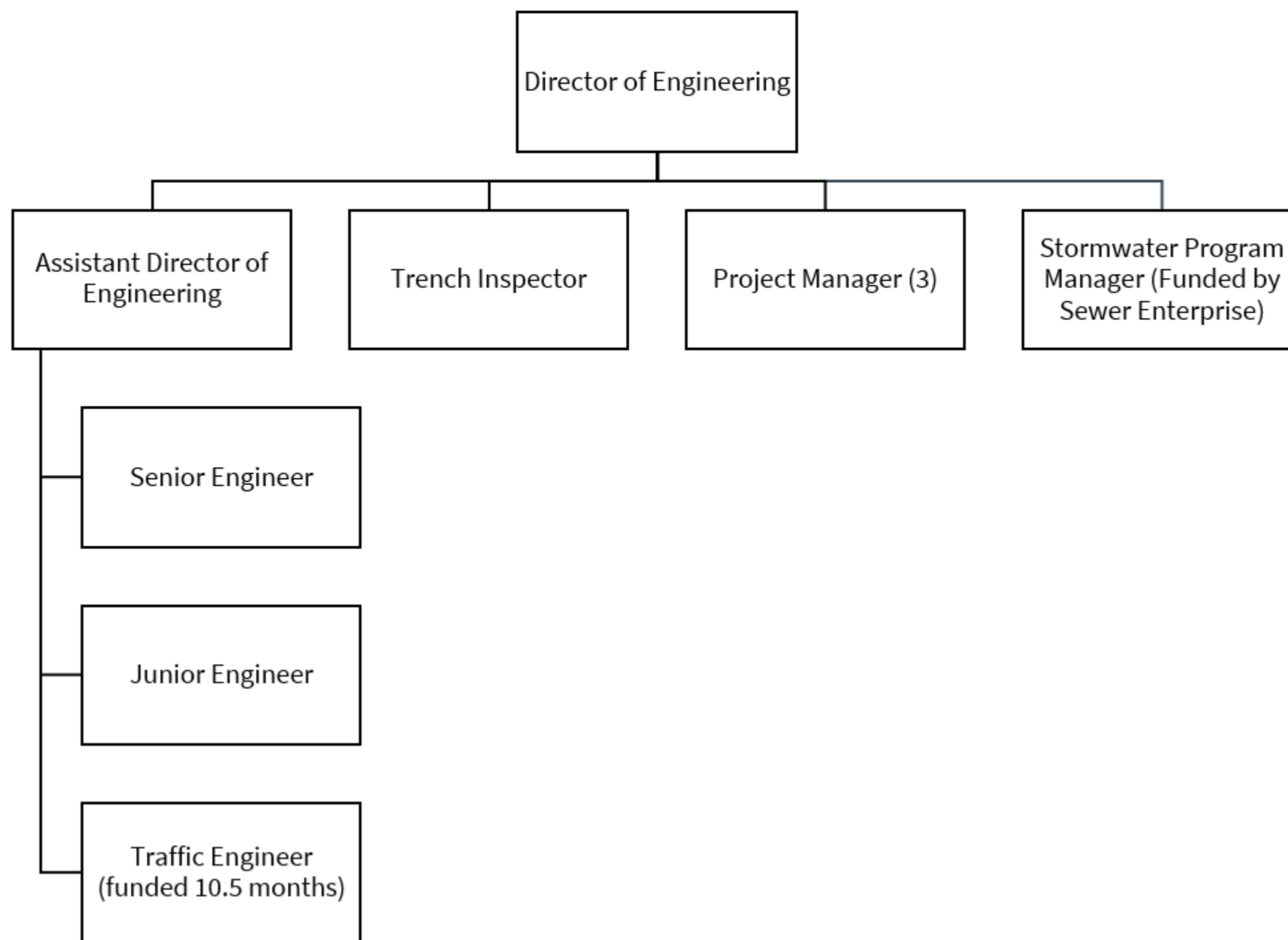
It should be noted that there is an apparent increase in Engineering **Ordinary Maintenance**; however, this is due to the roadway markings maintenance function and budget line being moved from the Parking Department to IAM Engineering. That line is being level-funded from FY20 to FY21 resulting in no net change to the overall City budget.

Historically, the City has funded the preparation of the annual bid package for the Pavement Management Program through Engineering's **Engineering/Architecture line** (analogous to most other departments' Professional Technical line), and funded construction through bond appropriations and Chapter 90 state funding. Due to conservative budgeting and contract management for a number of years, we have surplus funds available in prior years' budgets. We therefore proposed to utilize that remainder to fund the FY21 paving bid package preparation, and reduce the FY21 Engineering/Architecture line.

FY21 Budget Proposal

IAM - ENGINEERING	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
IAM - ENGINEERING CAPITAL					
530006 ENGINEER'G/ARCHITCT'L SVC	-	250,000	9,376	195,300	
588002 INFR-STREET REPAIRS	-	500,000	-	-	
IAM - ENGINEERING CAPITAL TOTAL	-	750,000	9,376	195,300	-74.0%
IAM - ENGINEERING OM					
524029 R&M - HIGHWAYS	-	-	-	270,000	
524036 CABLING NON CAPITAL	-	-	2,250	-	
527006 LEASE - PHOTOCPIER EQUIPMENT	671	800	504	-	
527019 RENTAL-WATER COOLER	44	200	72	-	
530008 EMPLOYEE TRAINING COURSES	2,580	5,000	755	-	
530028 SOFTWARE SERVICES	-	33,000	28,571	-	
534003 POSTAGE	-	-	-	-	
542000 OFFICE SUPPLIES	1,321	3,000	2,026	-	
542001 PRINTING & STATIONERY	240	300	285	-	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	1,363	2,000	-	-	
542006 OFFICE FURNITURE NOT CAPITALIZ	2,238	3,000	1,321	-	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	9,000	1,989	-	
543011 HARDWARE & SMALL TOOLS	-	3,000	-	-	
553001 SIGNS AND CONES	1,815	2,000	-	-	
558006 UNIFORMS	938	5,000	-	-	
571001 IN STATE CONFERENCES	157	1,500	1,160	-	
572000 OUT OF STATE TRAVEL	1,901	2,000	1,097	-	
572001 OUT OF STATE CONFERENCES	415	1,500	-	-	
573000 DUES AND MEMBERSHIPS	4,037	3,000	4,071	-	
IAM - ENGINEERING OM TOTAL	17,721	74,300	44,101	270,000	263.4%
IAM - ENGINEERING PS					
511000 SALARIES	195,805	315,808	178,453	320,136	
513000 OVERTIME	5,490	12,360	-	12,360	
514015 OTHER DIFFERENTIALS	899	2,641	1,004	2,694	
515006 HOLIDAYS NON-UNION	-	-	-	2,407	
515011 HOLIDAYS - S.M.E.A.	-	-	-	270	
519004 UNIFORM ALLOWANCE	240	350	-	350	
519015 AUTO ALLOWANCE	43	-	111	-	
IAM - ENGINEERING PS TOTAL	202,477	331,159	179,568	338,217	2.1%
IAM - ENGINEERING TOTAL	220,198	1,155,459	233,045	803,517	-30.5%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
IAM: Engineering	Non-Union	TRAFFIC ENGINEER	1,667.31	87,033.46	0.8846	76,991.14
IAM: Engineering	Non-Union	DIRECTOR OF ENGINEERING	2,353.85	122,870.77	0.4	49,336.62
IAM: Engineering	Non-Union	ASSISTANT DIRECTOR OF EN...	1,765.38	92,153.08	0.4	37,002.46
IAM: Engineering	Non-Union	PROJECT MANAGER	1,667.31	87,033.46	0.4	34,946.77
IAM: Engineering	Non-Union	SENIOR CIVIL ENGINEER	1,667.31	87,033.46	0.4	34,946.77
IAM: Engineering	Non-Union	PROJECT MANAGER	1,667.31	87,033.46	0.4	34,946.77
IAM: Engineering	SMEA B	TRENCH INSPECTOR	1,346.79	70,302.35	0.4	29,446.12
IAM: Engineering	Non-Union	JUNIOR CIVIL ENGINEER	1,176.92	61,435.38	0.4	24,668.31
IAM: Engineering	Non-Union	PROJECT MGR UTILITIES	1,734.67	90,549.61	0	0.00
IAM: Engineering	Non-Union	STORMWATER PROGRAM MA...	1,765.38	92,153.08	0	0.00



Treasury

City of Somerville FY21 Budget

Mission Statement

To efficiently manage City assets, including cash and receivables. The Treasurer ensures that all assets are accounted for and all receipts due to the City are collected. In accordance with Mass General Laws Ch44 Section 55B, the Treasury is responsible for ensuring the safety and liquidity of the City's funds while earning the highest yield possible. The Treasurer also maintains banking relationships, electronic payment relationships, City debt, and building insurance for all City-owned property.

Changes from FY20

The 511000 **Salaries** increase is attributed to the Deputy Treasurer position, added approximately half way through Fiscal year 2020 and is fully budgeted at FY21, \$92.5K. There is currently one vacancy in the department, a Principal Clerk, which is funded for 50% of the year with an expected start date of 1/1/2021.

The 960 employee budgeted is at 75% of base salary, a 25% reduction in the FY21 position, however, with FY20 this position was budgeted at 79%, so it's technically a 4% reduction over FY20.

Overtime 513000. Continuing the effort to reduce overtime, with FY21 the \$3,000 decrease translates to a 35% reduction over prior FY.

The remaining salary line increases are union contractual increases.

Travel, Training, Dues, Subscriptions, Office Equipment and Furniture were removed for FY21, a \$4,675 reduction, which is just under 2%.

Professional & Technical services 530000 increased by \$10K in order to pay small dollar invoices/expenses surrounding sale of debt (bonds/BANs) in an effort to reduce charging org # 36795 (the bond expense budget). Funds taken

from Land Court line, an effort to enhance fiscal prudence via a pay-as-go method.

Removed \$5K from 530011 **Advertising** for Dilboy Field and Veterans' Ice Rinks. This 2% reduction was taken because advertising for the recreation department is not a core treasury function, and the part-time advertising clerk position that supported the advertising campaign was eliminated from the treasury budget with FY20.

Increased **Advertising** line 530011 by \$7K, for impending unclaimed property (tailings/uncashed checks) legal advertisement per M.G.L. Ch 200A section 9A. Funds were taken from the Land Court line 578012. Going forward, the advertising line 530011 will be used for newspaper legal advertisements for both Tax Takings and abandoned property/tailings (uncashed checks). With prior fiscal year budgets, the Tax Taking legal advertisements were charged at the Land Court line 578012.

530012 **Data Processing** reduced by 12% or \$2,700 in an effort to align budget with previous expenditures.

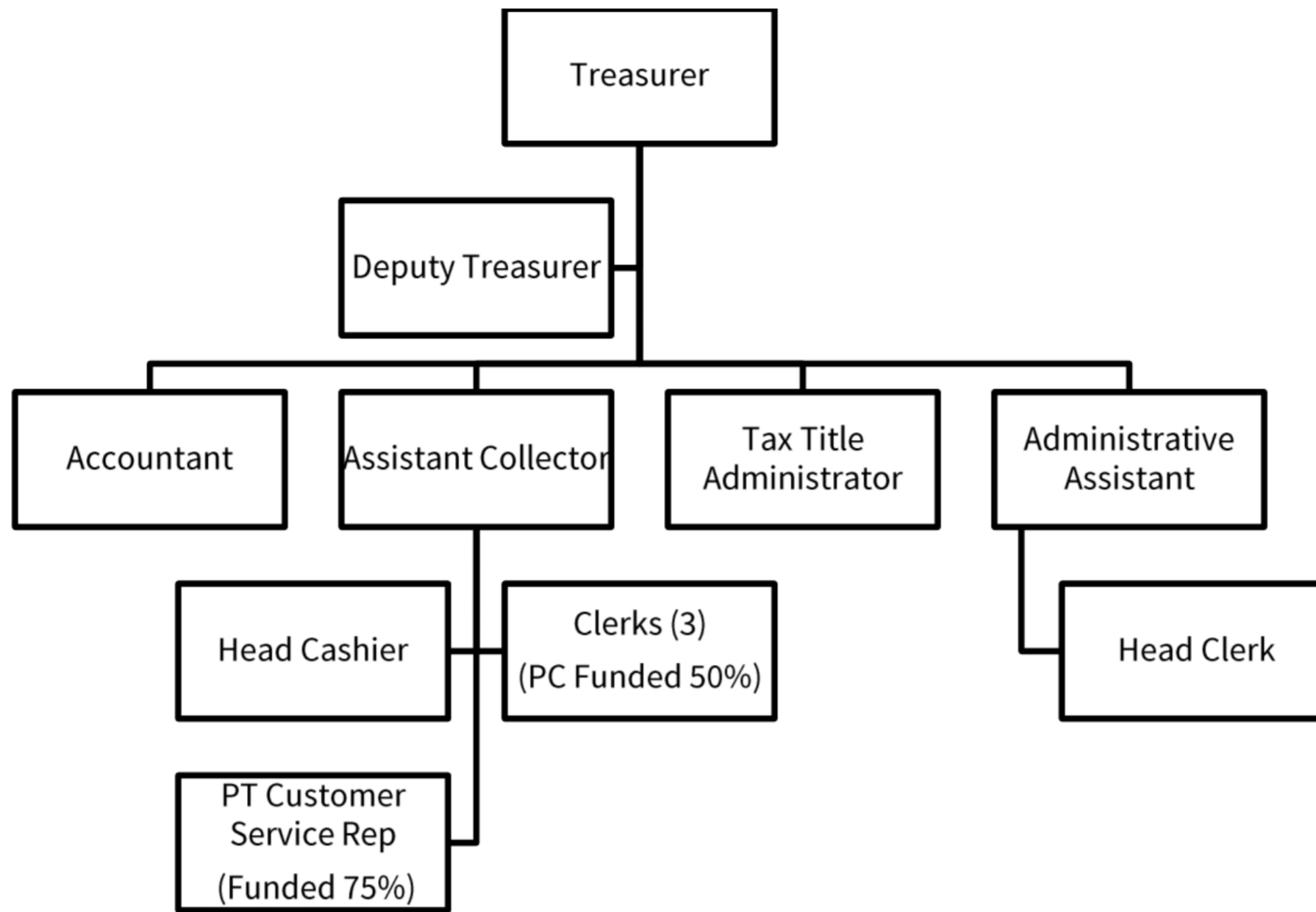
530026 **Bank Charges** increased \$5K or 12% to provide sufficient funding for expected yearly increase in charges.

534003 **Postage** line increased by \$7,515 or 9%. Covers tax billing costs. Tax billings for FY20 real estate and personal property demands, and well as various calendar yea

FY21 Budget Proposal

FINANCE - TREASURY	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FINANCE - TREASURY OM					
524007 R&M - OFFICE EQUIPMENT	98	1,825	-	1,800	
527019 RENTAL-WATER COOLER	77	240	55	100	
530000 PROFESSIONAL & TECHNICAL SVC	19,228	23,100	7,304	33,100	
530008 EMPLOYEE TRAINING COURSES	274	1,900	-	-	
530011 ADVERTISING	5,068	12,000	2,195	12,000	
530012 DATA PROCESSING/PAYROLL	10,088	22,000	5,737	19,300	
530026 BANK CHARGES	43,777	42,000	34,930	47,000	
534003 POSTAGE	60,587	82,485	52,930	90,000	
542000 OFFICE SUPPLIES	4,693	4,200	3,740	6,200	
542001 PRINTING & STATIONERY	5,985	8,000	6,926	8,500	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	220	1,000	149	-	
542006 OFFICE FURNITURE NOT CAPITALIZ	-	-	449	-	
558004 MAGAZINES/SUBSCRIPTS/PUB	282	900	-	125	
571000 IN STATE TRAVEL	-	100	784	-	
571001 IN STATE CONFERENCES	375	1,700	335	-	
573000 DUES AND MEMBERSHIPS	57	1,400	240	240	
574000 INSURANCE PREMIUMS	5,240	4,800	2,600	5,200	
578010 RECORDINGS	-	-	-	3,000	
578012 LAND COURT PROCEEDINGS	4,292	40,800	2,960	12,210	
FINANCE - TREASURY OM TOTAL	160,339	248,450	121,333	238,775	-3.9%
FINANCE - TREASURY PS					
511000 SALARIES	603,680	679,148	495,436	733,354	
512000 SALARIES & WAGES TEMPORARY	-	-	1,620	-	
513000 OVERTIME	8,532	8,500	3,649	5,500	
514006 LONGEVITY	3,250	3,550	1,325	2,150	
514008 OUT OF GRADE	5,634	3,000	12,956	1,000	
515006 HOLIDAYS NON-UNION	-	-	-	1,607	
515011 HOLIDAYS - S.M.E.A.	-	-	-	1,063	
515012 PERFECT ATTENDANCE	-	-	500	-	
519004 UNIFORM ALLOWANCE	1,400	1,750	1,050	1,750	
519013 OTHER LUMP SUM PAYMENTS	15,340	-	11,251	-	
FINANCE - TREASURY PS TOTAL	637,836	695,948	527,787	746,424	7.3%
FINANCE - TREASURY TOTAL	798,175	944,398	649,121	985,199	4.3%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Treasury	Non-Union	TREASURER/COLLECTOR	2,157.69	112,631.54	1	113,063.08
Treasury	Non-Union	DEPUTY TREASURER	1,765.38	92,153.08	1	92,506.15
Treasury	Non-Union	ASSISTANT TAX COLLECTOR	1,530.59	79,896.72	1	80,202.84
Treasury	Non-Union	ACCOUNTANT	1,380.10	72,041.27	1	72,317.29
Treasury	SMEA A	ADMIN SMEA A	1,353.64	70,659.81	1	71,530.54
Treasury	Non-Union	TAX TITLE ADMINISTRATOR	1,200.46	62,664.09	1	62,904.18
Treasury	SMEA B	HEAD CLERK	1,092.33	57,019.47	1	59,137.93
Treasury	SMEA B	HEAD CASHIER	1,010.09	52,726.77	1	53,278.78
Treasury	SMEA B	PRINCIPAL CLERK	927.86	48,434.07	1	48,969.64
Treasury	SMEA B	PRINCIPAL CLERK	927.86	48,434.07	1	48,969.64
Treasury	SMEA B	PRINCIPAL CLERK - FUNDE...	918.67	47,954.52	0.5	24,327.26
Treasury		PT CUSTOMER SERVICE REP	326.00	16,953.60	0.75	12,715.20

City of **Somerville**

City of Somerville, MA FY21 Budget



Auditing

City of Somerville FY21 Budget

Mission Statement

To protect the fiduciary interests of the City by providing independent, timely oversight of the City's finances and by ensuring that financial transactions are executed legally, efficiently, and effectively. The Auditing Division serves as a barrier to potential fraud or misuse of city resources.

Changes from FY20

Personal Services are up 2.3% or \$19,500. Differences in Salaries are due to negotiated collective bargaining agreements and contractual benefits. The Overtime Account was cut by 11% or \$1,110 based on expected usage in FY21.

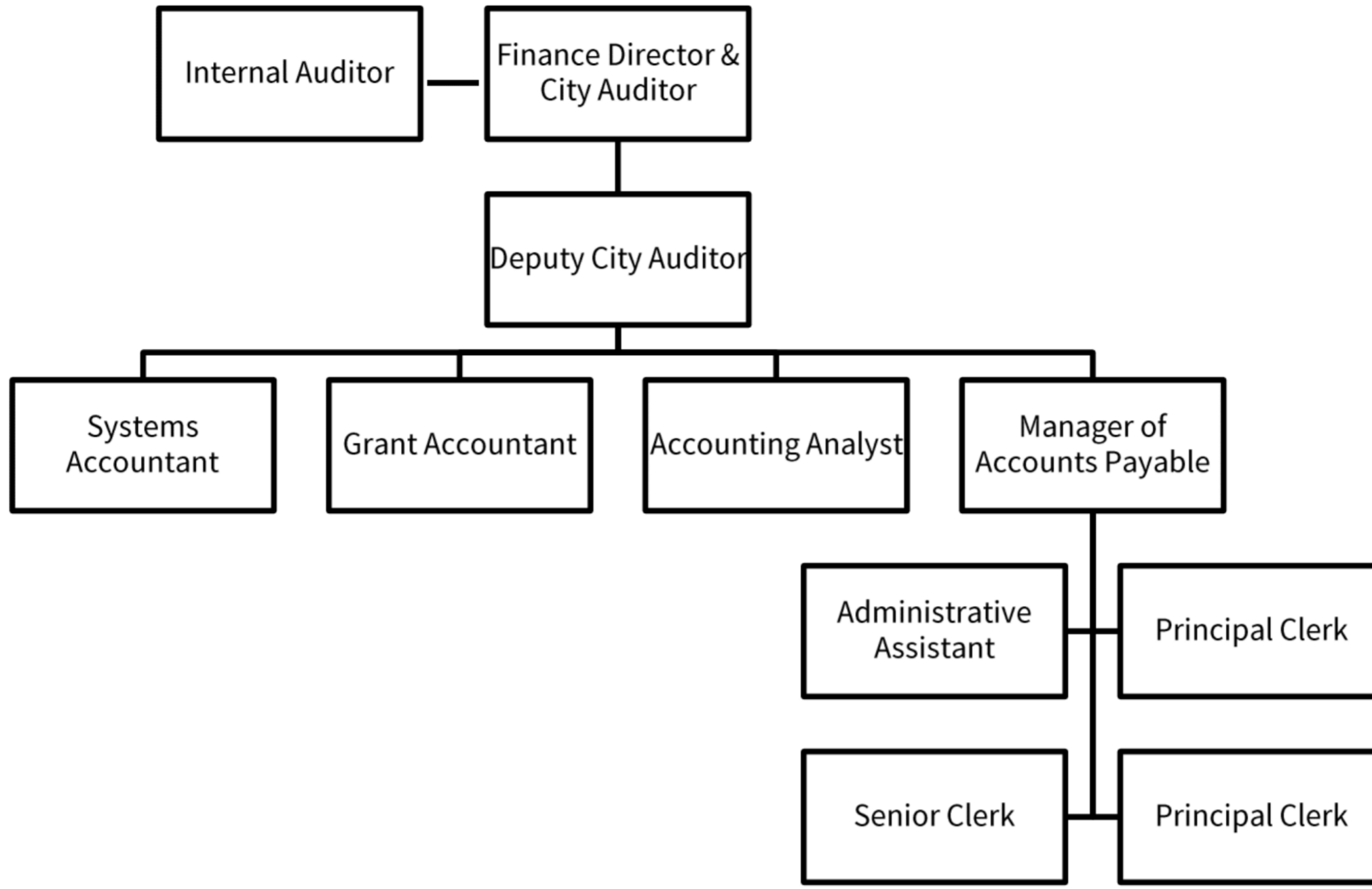
Ordinary Maintenance is up 6.0% or \$6,240. The primary cost driver is the requirement to conduct an OPEB (Other Post Employment Benefits) valuation every two years. The City is required to conduct this valuation for FY2020. The cost of the full valuation is \$12,000. In the off years, the requirement is to conduct an update. The cost of the update is \$1,500. The OPEB Valuation is reflected in the Accounting and Auditing Account.

Small adjustments downward have been made to a number of line items.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FINANCE - AUDITING					
FINANCE - AUDITING OM					
524034 R&M - SERVICE CONTRACTS	947	1,100	891	1,100	
527019 RENTAL-WATER COOLER	177	195	94	195	
530008 EMPLOYEE TRAINING COURSES	2,020	2,300	880	1,790	
530009 ACCOUNTING AND AUDITING	93,725	88,225	42,433	98,000	
534015 FEE	575	550	-	575	
542000 OFFICE SUPPLIES	1,786	2,500	899	2,000	
542001 PRINTING & STATIONERY	148	200	224	500	
542008 BOOKS & BOOKBINDING	643	300	47	300	
558004 MAGAZINES/SUBSCRIPTS/PUB	-	300	-	-	
558013 DEPARTMENTAL REPORTS	5,926	6,000	-	3,750	
571000 IN STATE TRAVEL	223	200	51	200	
571001 IN STATE CONFERENCES	715	900	90	600	
573000 DUES AND MEMBERSHIPS	1,463	1,642	754	1,642	
FINANCE - AUDITING OM TOTAL	108,348	104,412	46,363	110,652	6.0%
FINANCE - AUDITING PS					
511000 SALARIES	787,266	849,443	665,593	866,233	
513000 OVERTIME	7,660	9,000	2,683	7,890	
514006 LONGEVITY	4,050	4,300	2,150	4,800	
515006 HOLIDAYS NON-UNION	-	-	-	1,840	
515011 HOLIDAYS - S.M.E.A.	-	-	-	1,480	
519004 UNIFORM ALLOWANCE	1,400	1,400	1,400	1,400	
519013 OTHER LUMP SUM PAYMENTS	21,399	-	37,401	-	
FINANCE - AUDITING PS TOTAL	821,775	864,143	709,227	883,643	2.3%
FINANCE - AUDITING TOTAL	930,123	968,555	755,590	994,295	2.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Auditing	Non-Union	FINANCE DIRECTOR /CITY A...	2,815.41	146,964.19	1	147,527.27
Auditing	Non-Union	DEPUTY CITY AUDITOR	2,165.70	113,049.38	1	113,482.52
Auditing	Non-Union	MANAGER OF ACCOUNTS PA...	1,765.38	92,153.08	1	92,506.15
Auditing	SMEA A	SYSTEMS ACCOUNTANT	1,658.87	86,593.00	1	87,424.77
Auditing	SMEA D	GRANT ACCOUNTANT	1,497.62	78,175.53	1	79,075.05
Auditing	Non-Union	INTERNAL AUDITOR	1,275.00	66,555.00	1	66,810.00
Auditing	SMEA B	ADMIN SMEA B	1,189.13	62,072.53	1	64,560.36
Auditing	Non-Union	ACCOUNTING ANALYST	1,176.92	61,435.38	1	61,670.77
Auditing	SMEA B	PRINCIPAL CLERK	1,020.19	53,254.03	1	54,408.07
Auditing	SMEA B	PRINCIPAL CLERK	1,020.19	53,254.03	1	54,408.07
Auditing	SMEA B	PRINCIPAL CLERK	1,010.09	52,726.77	1	53,878.78

City of **Somerville**

City of Somerville, MA FY21 Budget



Purchasing

City of Somerville FY21 Budget

Mission Statement

To assist City departments in obtaining the best possible value of services and supplies in a timely fashion. To ensure compliance with applicable laws as well as to flag areas for potential abuse.

Changes from FY20

Personal Services are projected 5.5% lower than FY20. This is due to a 25% cut in the budgeted FY21 salary for a vacant position, Asst. Purchasing Director, with an expected fill date of 10/1/2020.

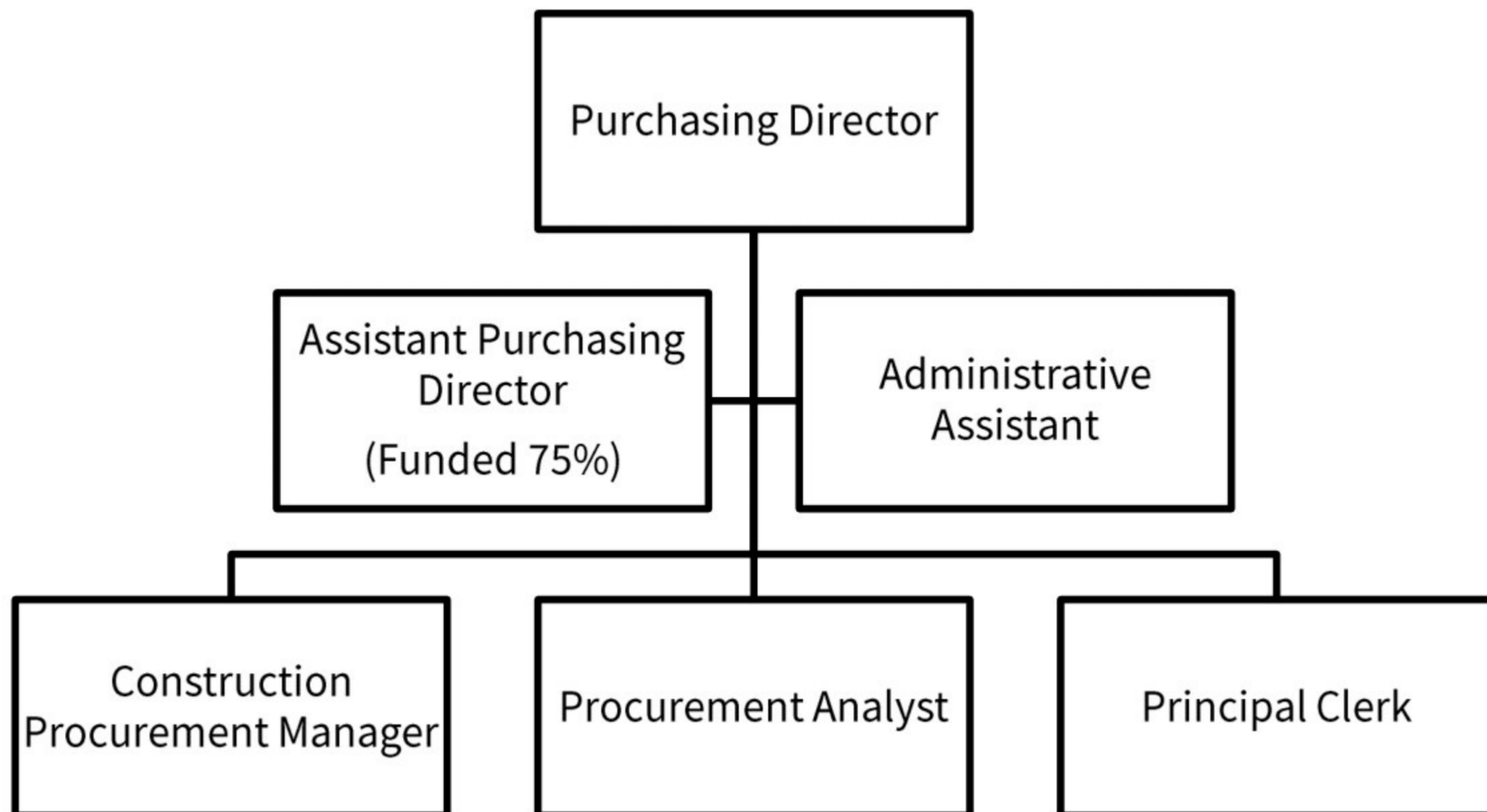
Overall, **Ordinary Maintenance** is proposed 12.1% lower than FY20. This is due to a projected reduction in purchases of paper for city departments, fewer advertised bids, and deferral of non-essential staff training to FY22.

The above-noted reductions in PS and OM are due to the expectation that procurement activity will be lower in FY21 due to ongoing COVID-19 conditions.

FY21 Budget Proposal

FINANCE - PURCHASING	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FINANCE - PURCHASING OM					
524007 R&M - OFFICE EQUIPMENT	-	100	-	100	
524034 R&M - SERVICE CONTRACTS	622	-	776	920	
527019 RENTAL-WATER COOLER	127	250	82	300	
530008 EMPLOYEE TRAINING COURSES	320	200	-	200	
530011 ADVERTISING	7,580	9,000	6,943	8,500	
530024 TUITION	1,865	3,500	2,280	2,350	
530028 SOFTWARE SERVICES	1,133	1,750	133	1,750	
542000 OFFICE SUPPLIES	10,154	11,900	6,311	9,800	
542001 PRINTING & STATIONERY	-	100	-	100	
542006 OFFICE FURNITURE NOT CAPITALIZ	1,910	900	-	900	
558004 MAGAZINES/SUBSCRIPTS/PUB	129	150	129	150	
571000 IN STATE TRAVEL	389	400	152	300	
571001 IN STATE CONFERENCES	-	500	-	-	
573000 DUES AND MEMBERSHIPS	325	850	650	650	
FINANCE - PURCHASING OM TOTAL	24,553	29,600	17,455	26,020	-12.1%
FINANCE - PURCHASING PS					
511000 SALARIES	395,343	439,343	308,290	413,643	
515006 HOLIDAYS NON-UNION	-	-	-	951	
515011 HOLIDAYS - S.M.E.A.	-	-	-	415	
519004 UNIFORM ALLOWANCE	350	700	700	700	
FINANCE - PURCHASING PS TOTAL	395,693	440,043	308,990	415,709	-5.5%
FINANCE - PURCHASING TOTAL	420,247	469,643	326,445	441,729	-5.9%

Departmental Organization





Assessing

City of Somerville FY21 Budget

Mission Statement

To provide taxpayers and the general public with the best professional service and information available about property assessments in the City. Efficient and effective assistance allows taxpayers, the public, other City departments, and state agencies to maintain the highest level of confidence in the Assessors and their data.

Changes from FY20

Personal Services: For Fiscal Year 2021 our **Assessing Administrative Assistant** Position which has been vacant since February of this year will be cut 50%. The presumed hiring date would be January 1, 2021. This position was to be paid at \$59,059.88 for Fiscal Year 2021. A total of \$29,529.94 or 50% of this position would be cut, roughly six months without the position. The Chief Assessor has absorbed the majority of the duties that the Administrative Assistant was responsible for. Under the circumstances the Board of Assessors appreciates the position returning after the New Year if possible.

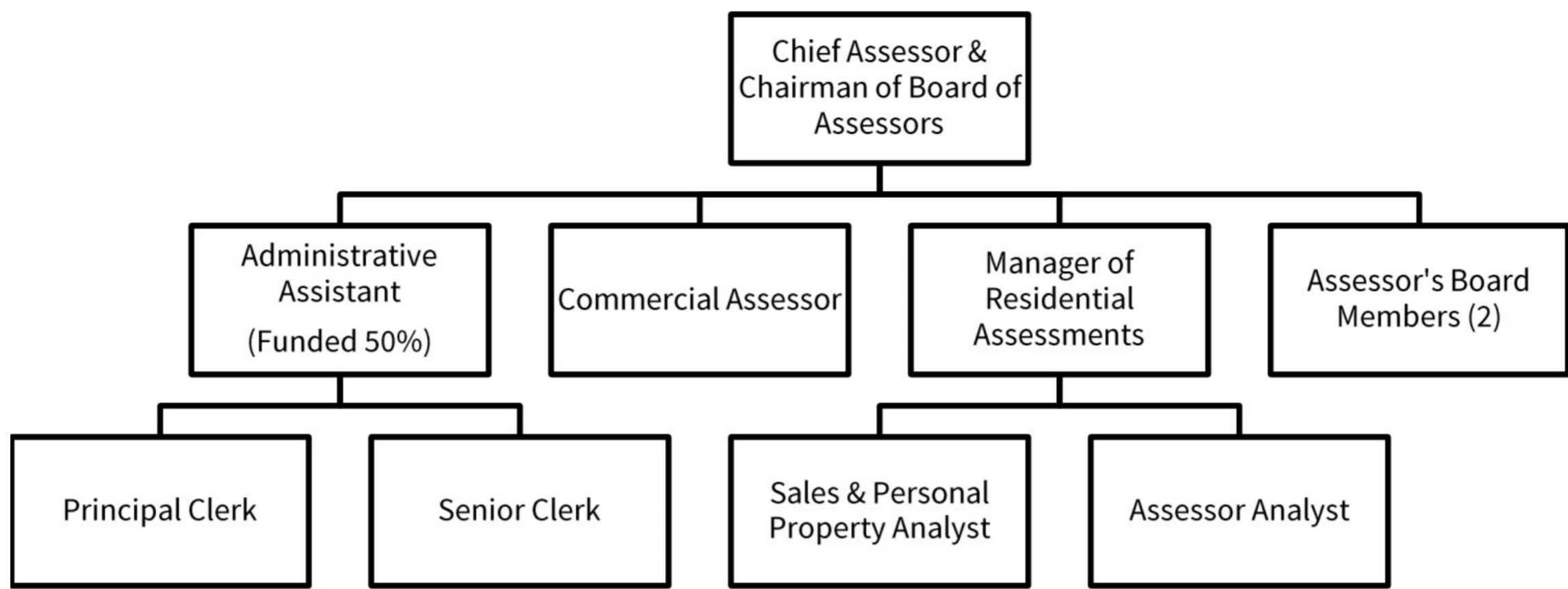
Ordinary Maintenance: Fiscal Year 2021 is the City's first revaluation in four years. Historically the entire Commonwealth reevaluates all real estate and personal property every three years. In Somerville's case the Department of Revenue added an extra interim year to fairly align all 352 communities into a five year cycle. Our real estate software vendor Vision is contracted to assist only in revaluation years. This service is a required necessity on Line **530016** and changed the annual amount of \$21,000 to \$69,000. The \$48,000 increase is the same contracted amount paid for in our last revaluation in Fiscal Year 2017.

The other two lines increased for Fiscal Year 2021 are the **Legal Services** Line 530010 and a new **Professional Appraisal** Line. Due to our current development at Cambridge Crossing and the Assembly Campus, the Board of Assessors felt increases of \$10,000 to the Legal Services Line and \$20,000 for the new Professional Appraisal Line was warranted and overdue. Our current Real Estate Appeal environment is healthy, yet the Assessors need these lines to defend our values and protect our City's overlay with fair and equitable values.

FY21 Budget Proposal

FINANCE - ASSESSING	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FINANCE - ASSESSING OM					
524007 R&M - OFFICE EQUIPMENT	-	500	-	500	
524034 R&M - SERVICE CONTRACTS	314	500	413	500	
527019 RENTAL-WATER COOLER	372	400	189	400	
530000 PROFESSIONAL & TECHNICAL SVC	46,300	45,000	30,350	45,000	
530010 LEGAL SERVICES	-	10,000	-	20,000	
530011 ADVERTISING	-	500	-	500	
530016 PROPERTY DATA SERVICES	17,390	21,000	18,659	69,000	
530022 APPRAISALS	-	-	-	20,000	
530024 TUITION	1,754	2,750	1,210	2,750	
534003 POSTAGE	7,565	7,500	7,661	7,500	
542000 OFFICE SUPPLIES	2,661	2,750	771	2,750	
542001 PRINTING & STATIONERY	930	1,500	375	1,500	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	1,000	-	1,000	
542008 BOOKS & BOOKBINDING	-	500	-	500	
558002 ONLINE SUBSCRIPTION	629	1,500	1,350	1,500	
558004 MAGAZINES/SUBSCRIPTS/PUB	1,014	1,050	1,021	1,050	
558006 UNIFORMS	388	500	-	500	
571000 IN STATE TRAVEL	666	1,000	416	1,000	
571001 IN STATE CONFERENCES	759	800	645	800	
573000 DUES AND MEMBERSHIPS	600	650	700	650	
578010 RECORDINGS	375	900	105	900	
FINANCE - ASSESSING OM TOTAL	81,716	100,300	63,866	178,300	77.8%
FINANCE - ASSESSING PS					
511000 SALARIES	549,867	577,471	451,316	547,203	
511002 SALARIES - MONTHLY	16,090	19,308	16,090	19,308	
513000 OVERTIME	-	600	-	-	
514006 LONGEVITY	2,500	3,100	1,550	1,550	
515006 HOLIDAYS NON-UNION	-	-	-	1,614	
515011 HOLIDAYS - S.M.E.A.	-	-	-	371	
519004 UNIFORM ALLOWANCE	1,050	1,050	1,050	1,050	
FINANCE - ASSESSING PS TOTAL	569,507	601,529	470,006	571,096	-5.1%
FINANCE - ASSESSING TOTAL	651,223	701,829	533,872	749,396	6.8%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Assessing	Non-Union	CHIEF ASSESSOR / BOARD CHAIR...	2,200.85	114,884.17	1	115,324.34
Assessing	Non-Union	DIR OF COMMERCIAL ASSESSME...	1,600.62	83,552.12	1	83,872.25
Assessing	Non-Union	MGR OF RESIDENTIAL ASSESSME...	1,561.20	81,494.65	1	81,806.89
Assessing	Non-Union	SALES/PERSONAL PROP ANALYST	1,353.04	70,628.70	1	70,899.31
Assessing	Non-Union	ASSESSOR ANALYST	1,353.04	70,628.70	1	70,899.31
Assessing	SMEA B	PRINCIPAL CLERK	1,004.73	52,447.15	1	54,548.10
Assessing	SMEA B	SENIOR CLERK	846.97	44,211.61	1	44,731.00
Assessing	SMEA B	ADMIN SMEA B - FUNDED 50%	1,131.42	59,059.88	0.5	29,879.94
Assessing		BOARD MEMBER / ASSESSOR	804.49	9,653.88	1	9,653.88
Assessing		BOARD MEMBER / ASSESSOR	804.49	9,653.88	1	9,653.88

City of **Somerville**

City of Somerville, MA FY21 Budget



Grants Development

City of Somerville FY21 Budget

Mission Statement

To assist City departments with the development, preparation, and submission of proposals to public and private funders. Grants Development provides a broad range of services at differing levels of intensity, in order to help departments of all sizes and resource levels obtain specialized funding. This funding supports ongoing work as well as innovative and cutting-edge activities, and helps to reduce the City's reliance on tax dollars to support its programs and services. In addition, Grants Development analyzes and assesses potential opportunities for viability and fundability so City departments can make smart decisions about where to apply their efforts and achieve greater efficiencies. Grants Development also serves as a repository of information and documentation on the City's funding history, submitted grant applications, and current fundability with past funders and new funders under consideration.

Changes from FY20

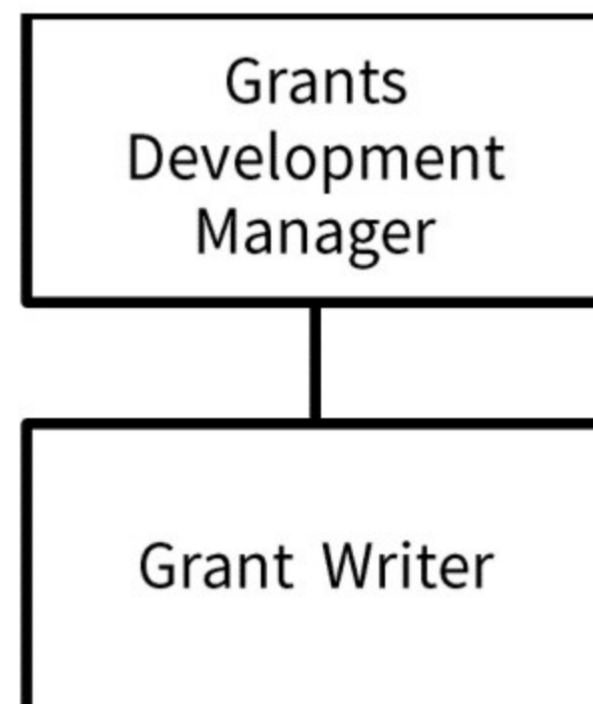
The FY21 Grants Development budget proposes a reduction of **Ordinary Maintenance** lines by 29% from \$8,700 to \$6,200, due to elimination of Out-of-State Travel (\$1500) and Out-of-State Conference lines (\$1000)

There are no changes to **Personal Services** for FY20.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FINANCE - GRANTS DEVELOPMENT					
FINANCE - GRANTS DEVELOPMENT OM					
530000 PROFESSIONAL & TECHNICAL SVC	995	1,000	995	1,000	
530008 EMPLOYEE TRAINING COURSES	498	1,500	1,572	1,500	
542000 OFFICE SUPPLIES	305	750	157	750	
542001 PRINTING & STATIONERY	75	250	-	250	
542004 COMPUTER SUPPLIES	-	400	-	400	
542007 COMPUTER EQUIPMENT NOT CAPITAL	1,661	-	-	-	
558004 MAGAZINES/SUBSCRIPTS/PUB	1,928	2,300	429	2,300	
572000 OUT OF STATE TRAVEL	-	1,500	-	-	
572001 OUT OF STATE CONFERENCES	-	1,000	-	-	
FINANCE - GRANTS DEVELOPMENT OM TOTAL	5,463	8,700	3,153	6,200	-28.7%
FINANCE - GRANTS DEVELOPMENT PS					
511000 SALARIES	152,570	166,013	132,160	165,379	
515006 HOLIDAYS NON-UNION	-	-	903	634	
FINANCE - GRANTS DEVELOPMENT PS TOTAL	152,570	166,013	133,063	166,013	0.0%
FINANCE - GRANTS DEVELOPMENT TOTAL	158,032	174,713	136,216	172,213	-1.4%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Grants Dev	Non-Union	GRANTS DEVELOPMENT MAN...	1,734.67	90,549.61	1	90,896.55
Grants Dev	Non-Union	GRANT WRITER	1,433.50	74,828.70	1	75,115.40

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPCD: Administration

City of Somerville FY21 Budget

Mission Statement

The Mayor's Office of Strategic Planning and Community Development (OSPCD) is committed to making Somerville an even more exceptional place to live, work, play and raise a family by implementing the goals, policies, and actions of the SomerVision comprehensive plan. OSPCD seeks to enhance low and moderate income areas of the City, stimulate economic development, increase job opportunities, create future development opportunities, improve the City's neighborhoods, expand housing options, preserve and enhance Somerville's public space and urban forest and improve transportation access, with a focus on Somerville's long-term economic, environmental, and social quality of life.

Changes from FY20

Personal Services - An overall 3% decrease in salaries was a result of a decrease in general fund base salaries shifted over to CARES grant funding offset by the shift of the CPA manager General Fund allocation to the OSPCD Admin budget from SomerStat.

Ordinary Maintenance - An overall 34% decline was primarily due to decreased travel and staff development costs related to anticipated COVID related travel restrictions. Professional and Technical and other ancillary expenses were also reduced by 34% due to forecasted decrease in demand for office supplies and other supplies and services.

FY21 Budget Proposal

OSPDCD - ADMINISTRATION	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPDCD - ADMINISTRATION OM					
524034 R&M - SERVICE CONTRACTS	6,727	12,000	9,540	12,000	
530000 PROFESSIONAL & TECHNICAL SVC	8,843	15,000	-	10,050	
530011 ADVERTISING	-	1,000	-	750	
530018 POLICE DETAIL	-	500	-	-	
530023 STAFF DEVELOPMENT	199	15,000	7,247	10,050	
530028 SOFTWARE SERVICES	-	-	1,873	2,600	
534003 POSTAGE	-	250	130	250	
534015 FEE	-	-	100	-	
538010 ADMINISTRATION COSTS	800	-	1,135	-	
542000 OFFICE SUPPLIES	1,821	11,000	876	8,800	
542006 OFFICE FURNITURE NOT CAPITALIZ	-	10,000	-	10,000	
542007 COMPUTER EQUIPMENT NOT CAPITAL	378	8,000	3,031	8,000	
542012 OTH EQUIPMENT NOT CAPITALIZE	-	-	2,642	-	
549000 FOOD SUPPLIES & REFRESHMT	-	-	184	-	
571000 IN STATE TRAVEL	585	1,000	1,825	1,000	
571001 IN STATE CONFERENCES	50	1,500	1,970	1,500	
572000 OUT OF STATE TRAVEL	1,216	15,000	4,747	-	
572001 OUT OF STATE CONFERENCES	175	10,000	3,570	-	
573000 DUES AND MEMBERSHIPS	60	250	2,003	250	
578010 RECORDINGS	306	250	125	250	
OSPDCD - ADMINISTRATION OM TOTAL	21,160	100,750	40,998	65,500	-35.0%
OSPDCD - ADMINISTRATION PS					
511000 SALARIES	391,750	379,358	299,435	366,421	
515006 HOLIDAYS NON-UNION	-	-	-	1,404	
OSPDCD - ADMINISTRATION PS TOTAL	391,750	379,358	299,435	367,825	-3.0%
OSPDCD - ADMINISTRATION TOTAL	412,911	480,108	340,432	433,325	-9.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: Administration	Non-Union	EXECUTIVE DIRECTOR OSP...	2,746.15	143,349.23	0.9	129,508.62
OSPCD: Administration	Non-Union	LEGAL COUNSEL	2,165.70	113,049.38	0.65	73,763.64
OSPCD: Administration	Non-Union	EXECUTIVE ASSISTANT	1,326.51	69,243.82	0.9	59,082.76
OSPCD: Administration	Non-Union	SENIOR ACCOUNTANT	1,561.20	81,494.65	0.5	40,903.45
OSPCD: Administration	Non-Union	SENIOR ACCOUNTANT	1,530.59	79,896.72	0.3	24,060.85
OSPCD: Administration	Non-Union	DIRECTOR OF FINANCE & AD...	1,836.71	95,876.06	0.3	24,060.85
OSPCD: Administration	Non-Union	CPA MANAGER	1,569.23	81,913.85	0.2	16,445.54
OSPCD: Administration	Non-Union	PROGRAM COMPLIANCE OF...	1,224.47	63,917.37	0	0.00
OSPCD: Administration	Non-Union	PROGRAM COMPLIANCE OF...	1,176.92	61,435.38	0	0.00

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPDCD: Planning & Zoning

City of Somerville FY21 Budget

Mission Statement

The mission of the OSPDCD Planning & Zoning division is to coordinate the long range plans for the city, establish plans for various neighborhoods, manage redevelopment projects, administer and guide the zoning amendment process, and protect historic resources.

Changes from FY20

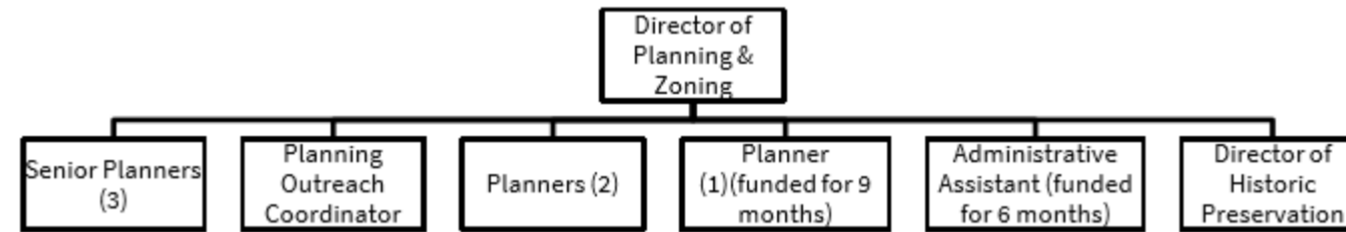
Personal Services - A 6% decrease in personal services is driven by budgeted vacancy lag in the vacant Administrative Assistant and Historic Planner positions. The Planner Position has been budgeted at 75% of year with an expected start date of 10/1/20, and the Administrative Assistant has been budgeted at 50% of the year with an expected start date of 1/1/21.

Ordinary Maintenance - An overall decline of 29% is driven by a \$75K decrease in the professional and technical services budget as a result of deferred neighborhood plans and other planning efforts to FY22.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - PLANNING & ZONING					
OSPCD - PLANNING & ZONING OM TOTAL					
527001 RENTAL - BUILDINGS	4,119	500	950	500	
527014 RENTAL - TABLES & CHAIRS	-	100	-	100	
530000 PROFESSIONAL & TECHNICAL SVC	148,083	250,000	75,031	175,000	
530011 ADVERTISING	5,884	3,000	5,825	3,000	
530028 SOFTWARE SERVICES	9,901	1,000	1,620	2,000	
534003 POSTAGE	2,621	100	636	100	
540000 SUPPLIES	-	500	56	250	
542001 PRINTING & STATIONERY	10,051	4,000	8,203	2,680	
542012 OTH EQUIPMENT NOT CAPITALIZE	(45)	-	262	-	
549000 FOOD SUPPLIES & REFRESHMT	16,826	500	1,073	100	
558002 ONLINE SUBSCRIPTION	5,875	5,000	5,813	5,000	
573000 DUES AND MEMBERSHIPS	1,817	2,000	898	1,500	
578010 RECORDINGS	-	300	-	150	
OSPCD - PLANNING & ZONING OM TOTAL	205,131	267,000	100,366	190,380	-28.7%
OSPCD - PLANNING & ZONING PS					
511000 SALARIES	731,565	799,495	591,455	743,373	
511002 SALARIES - MONTHLY	71,982	78,918	58,334	78,918	
512000 SALARIES & WAGES TEMPOR'Y	8,733	-	6,405	-	
515006 HOLIDAYS NON-UNION	-	-	-	2,530	
OSPCD - PLANNING & ZONING PS TOTAL	812,279	878,413	656,193	824,821	-6.1%
OSPCD - PLANNING & ZONING TOTAL	1,017,409	1,145,413	756,559	1,015,201	-11.4%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: P&Z	Non-Union	DIRECTOR PLANNING AND ...	2,000.77	104,440.15	1	104,840.31
OSPCD: P&Z	Non-Union	SENIOR PLANNER	1,804.75	94,207.82	1	94,568.77
OSPCD: P&Z	Non-Union	SENIOR PLANNER	1,769.36	92,360.60	1	92,714.47
OSPCD: P&Z	Non-Union	SENIOR PLANNER	1,667.31	87,033.46	1	87,366.92
OSPCD: P&Z	Non-Union	PLANNER	1,561.20	81,494.65	1	81,806.89
OSPCD: P&Z	Non-Union	PLANNER	1,471.15	76,794.23	1	77,088.46
OSPCD: P&Z	Non-Union	OUTREACH COORD PLAN & ...	1,200.46	62,664.09	1	62,904.18
OSPCD: P&Z	Non-Union	DIR OF HISTORIC PRESERVA...	1,172.11	61,184.14	1	61,418.56
OSPCD: P&Z	Non-Union	PLANNER - FUNDED 75%	1,471.15	76,794.23	0.75	57,595.67
OSPCD: P&Z	Non-Union	ADMIN ASSISTANT - FUNDE...	980.77	51,196.15	0.5	25,598.08
OSPCD: P&Z		MPO REPRESENTATIVE	833.33	9,999.96	1	9,999.96
OSPCD: P&Z		PLANNING BOARD CHAIR	518.69	6,224.28	1	6,224.28
OSPCD: P&Z		ZBA MEMBER / CHAIR	518.69	6,224.28	1	6,224.28

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPCD: Housing

City of Somerville FY21 Budget

Mission Statement

The Housing Division is responsible for delivering safe, affordable and sustainable housing for Somerville residents. In serving this mission, it administers programs and/or funding for Affordable Rental and Homeownership Opportunities (known as Inclusionary Housing), Heat System Replacement and Housing Rehab, Lead Paint Abatement, and Residential Energy Efficiency efforts. The Division's staff also support three boards and commissions and serve as the lead agency for the City's Continuum of Care, which provides services and housing for homeless individuals and families, in addition to implementing the five housing goals of SomerVision and the policies of the Sustainable Neighborhoods Committee.

Changes from FY20

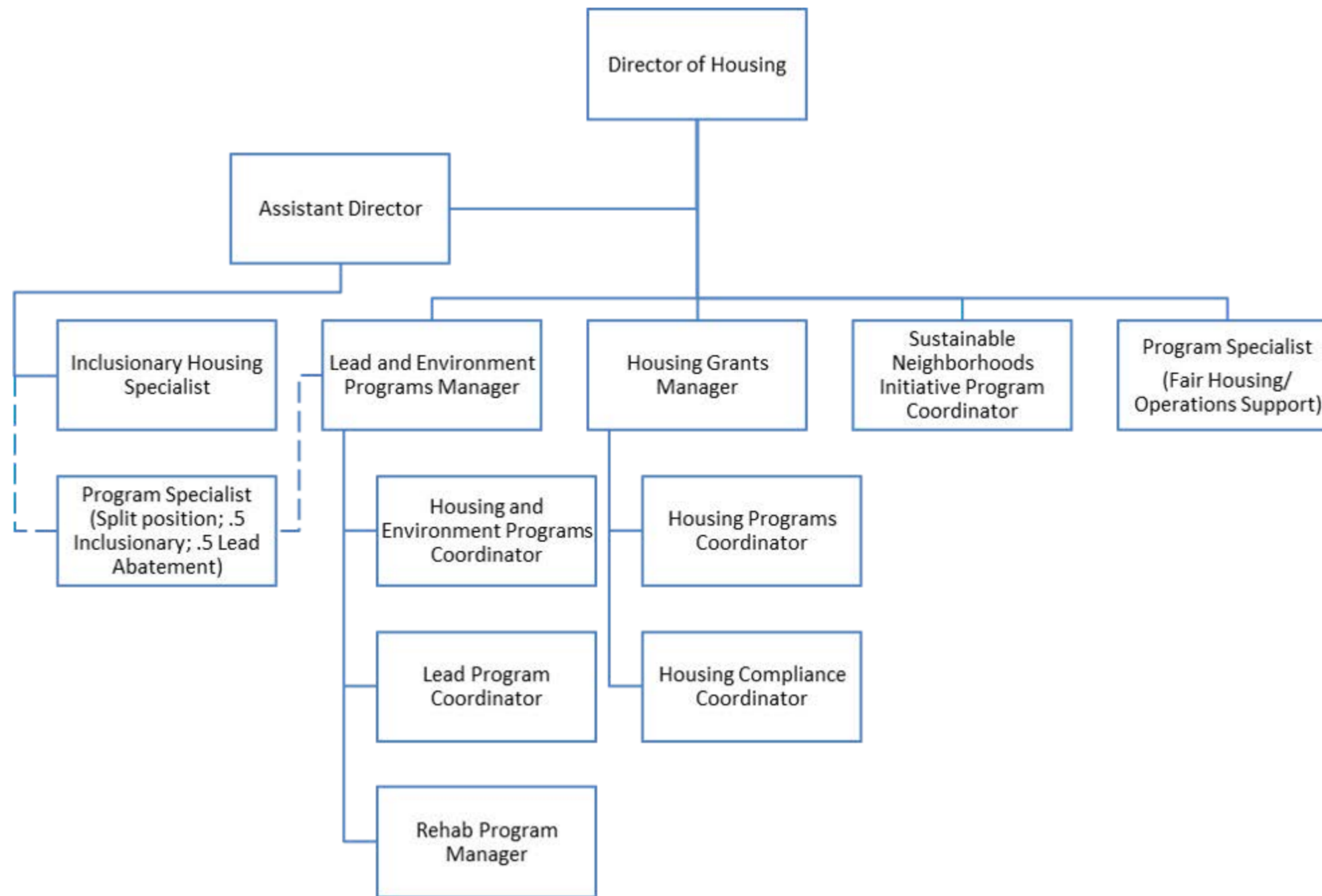
Personal Services - A 12% reduction in base general fund salaries was due to a combination of supplemental CARES grant funding and statutory cap waivers and provisions on admin expenses.

Ordinary Maintenance - a 1% decrease in overall ordinary maintenance was primarily due to a decrease in professional and technical services resulting from universal waitlist work completed and expended in FY20.

FY21 Budget Proposal

OSPCD - HOUSING	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - HOUSING OM					
530000 PROFESSIONAL & TECHNICAL SVC	-	65,000	1,556	60,000	
530011 ADVERTISING	-	500	-	500	
534003 POSTAGE	-	250	-	250	
542001 PRINTING & STATIONERY	495	-	30	-	
549000 FOOD SUPPLIES & REFRESHMT	-	500	-	100	
558006 UNIFORMS	-	1,000	-	150	
571000 IN STATE TRAVEL	-	250	-	200	
573000 DUES AND MEMBERSHIPS	300	1,000	4,300	750	
OSPCD - HOUSING OM TOTAL	795	68,500	5,886	61,950	-9.6%
OSPCD - HOUSING PS					
511000 SALARIES	479,480	567,723	454,546	493,783	
511002 SALARIES - MONTHLY	17,352	19,260	16,050	19,260	
512000 SALARIES & WAGES TEMPORARY	-	-	1,900	-	
515006 HOLIDAYS NON-UNION	-	-	-	1,892	
OSPCD - HOUSING PS TOTAL	496,832	586,983	472,496	514,935	-12.3%
OSPCD - HOUSING TOTAL	497,627	655,483	478,382	576,885	-12.0%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: Housing	Non-Union	DIRECTOR OF HOUSING	2,040.78	106,528.96	0.9	96,243.40
OSPCD: Housing	Non-Union	INCLUSIONARY HSG SPECIALI...	1,200.46	62,664.09	1	62,904.18
OSPCD: Housing	Non-Union	SUSTAINABLE NEIGHBORHO...	1,200.46	62,664.09	1	62,904.18
OSPCD: Housing	Non-Union	HOUSING COMPLIANCE COO...	1,176.92	61,435.38	1	61,670.77
OSPCD: Housing	Non-Union	HOUSING COORDINATOR	1,176.92	61,435.38	0.9	55,503.69
OSPCD: Housing	Non-Union	ASST DIR HSG/HSG COUNSEL	1,732.56	90,439.50	0.6	49,932.31
OSPCD: Housing	Non-Union	HOUSING COORDINATOR	1,299.42	67,829.63	0.5	34,044.76
OSPCD: Housing	Non-Union	PROGRAM SPECIALIST	1,000.38	52,220.08	0.5	26,210.08
OSPCD: Housing	Non-Union	PROGRAM SPECIALIST	1,000.38	52,220.08	0.5	26,210.08
OSPCD: Housing	Non-Union	LEAD PROGRAM MANAGER	1,530.59	79,896.72	0.3	20,050.71
OSPCD: Housing		BOARD MEMBER / CHAIR	333.00	3,996.00	1	3,996.00
OSPCD: Housing		BOARD MEMBER	318.00	3,816.00	1	3,816.00
OSPCD: Housing		BOARD MEMBER	318.00	3,816.00	1	3,816.00

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPCD: Housing Stability

City of Somerville FY21 Budget

Mission Statement

The mission of the Office of Housing Stability is to prevent the involuntary displacement of Somerville residents who are in the process of eviction or others at risk of losing their housing; to assist those needing to relocate to find and transition to appropriate housing; to assist homeless families and individuals to access shelter where necessary; and to identify and implement policies and programmatic initiatives designed to increase the supply of affordable housing, target housing resources to those at risk of displacement and enhance tenants' rights.

Changes from FY20

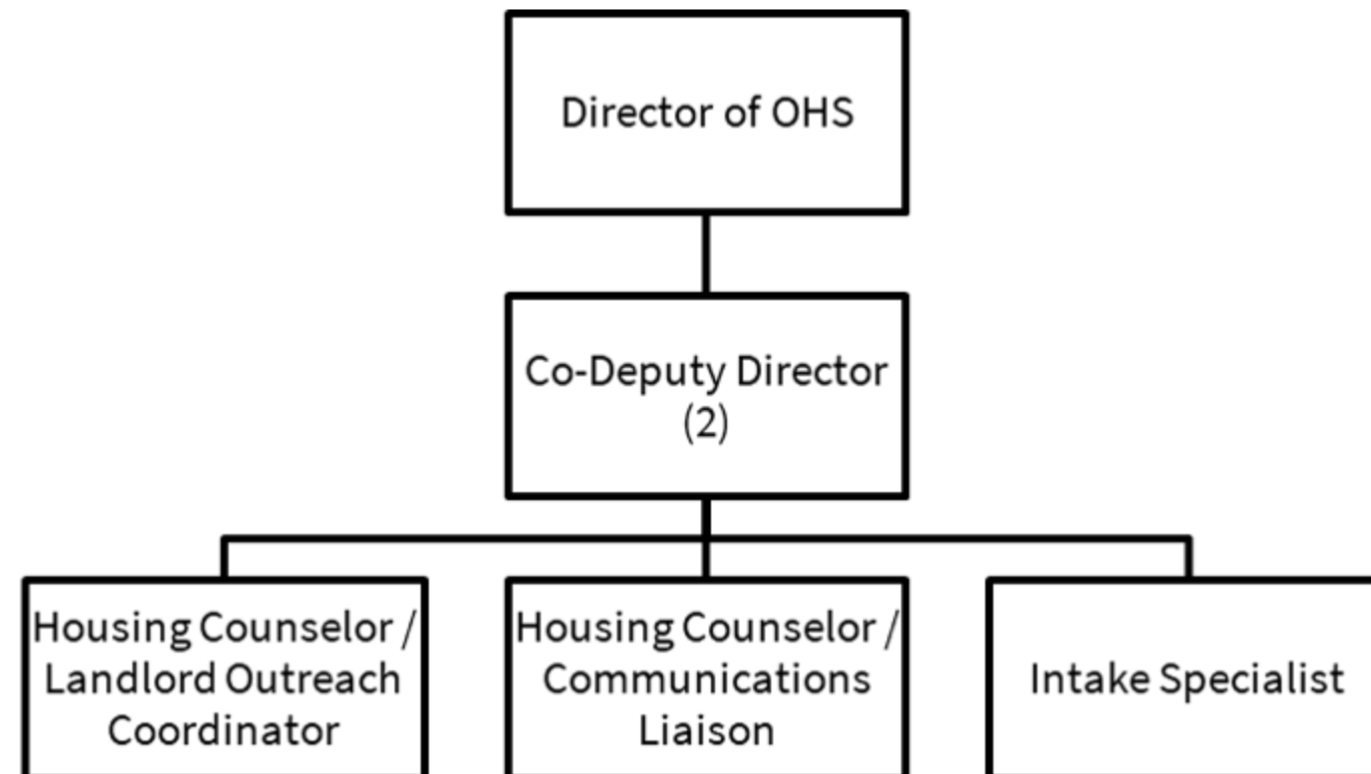
Personal Services - 23% decline in personal services was driven by a shift in base general fund salaries to CARES act grand funding opportunities.

Ordinary Maintenance – is flat over year. The shift in \$80K from professional services to legal services represents a year over year line item accounting correction. OHS staff will also be assisting with the administration and oversight of the \$1.5M in rental assistance grant funds being provided to selected non-profit agency partners .

FY21 Budget Proposal

OSPCD - HOUSING STABILITY	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - HOUSING STABILITY OM					
530000 PROFESSIONAL & TECHNICAL SVC	-	300,000	12,296	220,000	
530010 LEGAL SERVICES	-	-	22,855	80,000	
530011 ADVERTISING	-	1,500	-	1,500	
530028 SOFTWARE SERVICES	-	7,500	642	4,950	
530200 TRANSLATION SERVICES	11	1,500	127	2,010	
534003 POSTAGE	-	5,000	4	5,000	
542000 OFFICE SUPPLIES	3,368	-	204	2,500	
542001 PRINTING & STATIONERY	964	-	836	-	
542002 PHOTOCOPYING	-	1,000	-	1,000	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	9,259	500	-	500	
549000 FOOD SUPPLIES & REFRESHMT	-	500	186	500	
571000 IN STATE TRAVEL	-	2,000	-	2,000	
573000 DUES AND MEMBERSHIPS	-	1,000	-	1,000	
OSPCD - HOUSING STABILITY OM TOTAL	13,602	320,500	37,150	320,960	0.1%
OSPCD - HOUSING STABILITY PS					
511000 SALARIES	169,900	368,219	279,156	284,056	
515006 HOLIDAYS NON-UNION	-	-	-	1,089	
OSPCD - HOUSING STABILITY PS TOTAL	169,900	368,219	279,156	285,145	-22.6%
OSPCD - HOUSING STABILITY TOTAL	183,502	688,719	316,307	606,105	-12.0%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: Housing Stability	Non-Union	DIRECTOR OF HOUSING ST...	2,123.23	110,832.73	0.9	100,131.64
OSPCD: Housing Stability	Non-Union	CO DEPUTY DIRECTOR	863.08	45,052.62	1	45,225.23
OSPCD: Housing Stability	Non-Union	INTAKE SPECIALIST	980.77	51,196.15	0.8	41,113.85
OSPCD: Housing Stability	Non-Union	CO DEPUTY DIRECTOR	706.15	36,861.23	1	37,002.46
OSPCD: Housing Stability	Non-Union	HOUSING COUNSELOR	1,176.92	61,435.38	0.5	30,835.38
OSPCD: Housing Stability	Non-Union	HOUSING COUNSELOR	1,176.92	61,435.38	0.5	30,835.38

City of Somerville

City of Somerville, MA FY21 Budget



OSPDCD: Economic Development

City of Somerville FY21 Budget

Mission Statement

The Economic Development division of the OSPDCD is committed to fostering the growth of a resilient and equitable economic base in Somerville by supporting the creation of good jobs, helping to prepare Somerville's workforce for the jobs of today and tomorrow, fostering the growth of new and existing businesses and expanding the commercial tax base of Somerville. The division pursues this mission within three core strategy areas: real estate development, workforce development and business development.

Changes from FY20

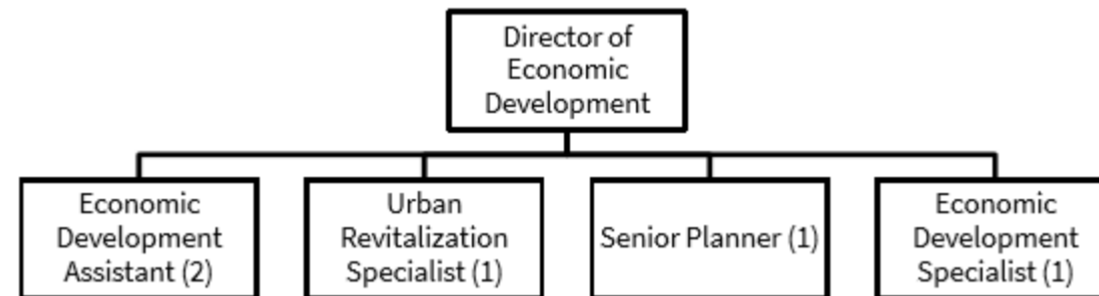
Personal Services - A 19% decline in personal services is driven by general fund base salaries shifted to additional CARES grant funding opportunities.

Ordinary Maintenance - 40% decrease in ordinary maintenance was primarily achieved by the stoppage of the Great Boston Economic Compact project, suspending the culinary grant match program and shift in small business assistance programs to other grant sources. Economic Development will also be administering the \$1M CDBG Small Business COVID Relief program.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - ECONOMIC DEVELOPMENT					
OSPCD - ECONOMIC DEVELOPMENT OM					
530000 PROFESSIONAL & TECHNICAL SVC	241,811	230,000	45,722	139,250	
530011 ADVERTISING	100	500	-	250	
530020 FIRE DETAIL	-	500	-	-	
530022 APPRAISALS	-	20,000	-	7,500	
534003 POSTAGE	-	100	-	-	
542000 OFFICE SUPPLIES	108	100	-	-	
542001 PRINTING & STATIONERY	789	500	-	250	
542012 OTH EQUIPMENT NOT CAPITALIZE	-	-	-	-	
549000 FOOD SUPPLIES & REFRESHMT	548	500	78	-	
558002 ONLINE SUBSCRIPTION	5,163	6,500	3,391	6,500	
573000 DUES AND MEMBERSHIPS	5,000	6,000	5,560	5,000	
578010 RECORDINGS	-	250	-	-	
OSPCD - ECONOMIC DEVELOPMENT OM TOTAL	253,519	264,950	54,751	158,750	-40.1%
OSPCD - ECONOMIC DEVELOPMENT PS					
511000 SALARIES	451,239	482,794	384,912	390,025	
512000 SALARIES & WAGES TEMPOR'Y	2,805	-	3,060	-	
515006 HOLIDAYS NON-UNION	-	-	-	1,495	
OSPCD - ECONOMIC DEVELOPMENT PS TOTAL	454,044	482,794	387,972	391,520	-18.9%
OSPCD - ECONOMIC DEVELOPMENT TOTAL	707,563	747,744	442,723	550,270	-26.4%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: Economic Development	Non-Union	DIRECTOR ECONOMIC DEVEL...	2,081.60	108,659.54	0.9	92,714.48
OSPCD: Economic Development	Non-Union	SENIOR PLANNER	1,769.36	92,360.60	1	92,714.47
OSPCD: Economic Development	Non-Union	ECONOMIC DEV ASSISTANT	1,500.58	78,330.12	1	78,630.23
OSPCD: Economic Development	Non-Union	ECONOMIC DEV SPECIALIST	1,769.36	92,360.60	0.8	69,535.86
OSPCD: Economic Development	Non-Union	URBAN REVITALIZATION SPEC	1,700.65	88,774.13	0.7	57,924.27
OSPCD: Economic Development	Non-Union	ECONOMIC DEV ASSISTANT	1,500.58	78,330.12		

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPCD: Redevelopment Authority

City of Somerville FY21 Budget

Mission Statement

The mission of the Somerville Redevelopment Authority is to eliminate blight and decadence wherever it may exist in the City by the creation and implementation of demonstration projects and urban renewal plans, while furthering the goals of the SomerVision plan.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - REDEVELOPMENT AUTHORITY					
OSPCD - REDEVELOPMENT AUTHORITY OM					
530010 LEGAL SERVICES	-	100,000	99,199	-	
OSPCD - REDEVELOPMENT AUTHORITY OM TOTAL	-	100,000	99,199	-	-100.0%
OSPCD - REDEVELOPMENT AUTHORITY PS					
511002 SALARIES - MONTHLY	15,717	18,306	16,050	23,076	
OSPCD - REDEVELOPMENT AUTHORITY PS TOTAL	15,717	18,306	16,050	23,076	26.1%
OSPCD - REDEVELOPMENT AUTHORITY TOTAL	15,717	118,306	115,249	23,076	-80.5%

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPCD: Mobility

City of Somerville FY21 Budget

Mission Statement

The OSPCD Mobility Division plans, designs, implements and evaluates projects and programs that advance Somerville's goal of becoming the most walkable, bikable, transit-accessible city in the United States.

Changes from FY20

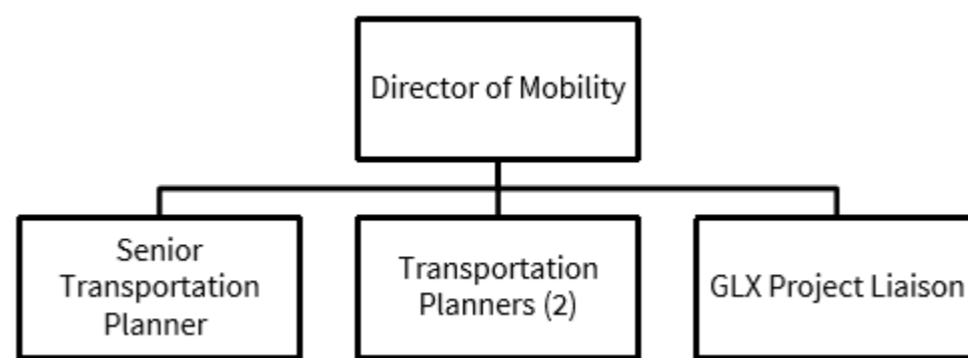
Personal Services - Overall 9% reduction in PS is due to a one-year shift of \$20k in base salary cost to transportation network special revenue fund. Revenue for this fund is expected to decrease sharply in FY22.

Ordinary Maintenance - Ordinary maintenance held flat year over year.

FY21 Budget Proposal

OSPCD - MOBILITY	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - MOBILITY OM					
530000 PROFESSIONAL & TECHNICAL SVC	96,464	215,000	24,433	215,000	
530018 POLICE DETAIL	-	1,000	-	1,500	
553001 SIGNS AND CONES	394	500	-	1,000	
573000 DUES AND MEMBERSHIPS	9,438	8,000	68	8,000	
OSPCD - MOBILITY OM TOTAL	106,295	224,500	24,500	225,500	0.4%
OSPCD - MOBILITY PS					
511000 SALARIES	600,432	334,458	247,082	303,106	
515006 HOLIDAYS NON-UNION	-	-	-	1,162	
OSPCD - MOBILITY PS TOTAL	600,432	334,458	247,082	304,268	-9.0%
OSPCD - MOBILITY TOTAL	706,727	558,958	271,583	529,768	-5.2%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: Mobility	Non-Union	DIR OF MOBILITY	2,081.60	108,659.54	0.9	98,168.27
OSPCD: Mobility	Non-Union	SENIOR TRANSPORTATION PL...	1,667.31	87,033.46	1	87,366.92
OSPCD: Mobility	Non-Union	GLX PROJECT LIAISON	1,500.58	78,330.12	1	78,630.23
OSPCD: Mobility	Non-Union	TRANSPORTATION PLANNER	1,530.59	79,896.72	0.5	40,101.42
OSPCD: Mobility	Non-Union	TRANSPORTATION PLANNER	1,471.15	76,794.23		

City of **Somerville**

City of Somerville, MA FY21 Budget



OSPDCD: Public Space & Urban Forestry

City of Somerville FY21 Budget

Mission Statement

The OSPDCD Public Space & Urban Forestry Division plans, designs, implements and evaluates projects and programs that advance the goals of the 2018-2023 Open Space and Recreation Plan.

Changes from FY20

Personal Services - General fund base salaries remained primarily flat year over year.

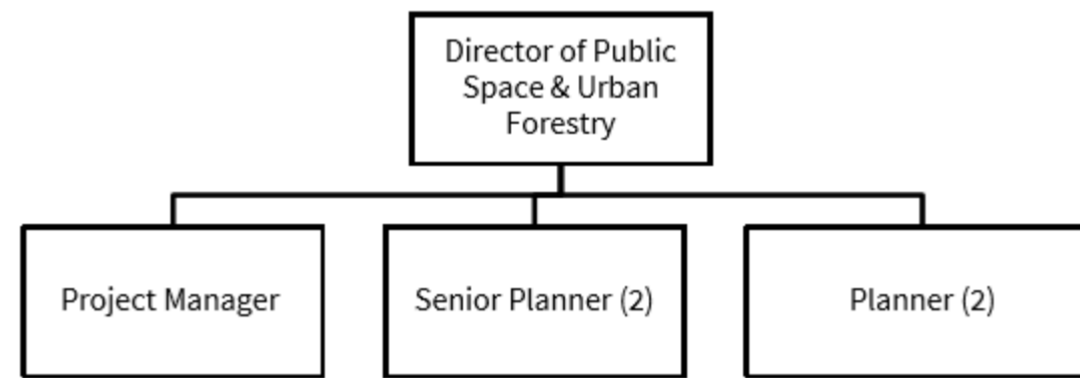
Ordinary Maintenance - Remained primarily flat year over year.

Capital - FY21 capital allocation for tree planting (\$150K) is being reallocated from the capital stabilization instead of the general fund.

FY21 Budget Proposal

OSPCD - PUBLIC SPACE & URBAN FORESTRY	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OSPCD - PSUF CAPITAL					
584002 TREE PLANTING	-	150,000	-	-	
OSPCD - PSUF CAPITAL TOTAL	-	150,000	-	-	-100.0%
OSPCD - PSUF OM					
530000 PROFESSIONAL & TECHNICAL SVC	-	120,000	45,164	110,000	
530011 ADVERTISING	-	400	-	200	
530028 SOFTWARE SERVICES	-	-	1,000	1,000	
542001 PRINTING & STATIONERY	-	-	114	-	
553001 SIGNS AND CONES	-	500	281	500	
573000 DUES AND MEMBERSHIPS	-	-	301	-	
OSPCD - PSUF OM TOTAL	-	120,900	46,859	111,700	-7.6%
OSPCD - PSUF PS					
511000 SALARIES	-	465,170	325,216	461,896	
515006 HOLIDAYS NON-UNION	-	-	-	1,770	
OSPCD - PSUF PS TOTAL	-	465,170	325,216	463,666	-0.3%
OSPCD - PUBLIC SPACE & URBAN FORESTRY TOTAL	-	736,070	372,075	575,366	-21.8%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
OSPCD: PSUF	Non-Union	DIRECTOR OF PSUF	1,961.54	102,392.31	0.9	92,506.15
OSPCD: PSUF	Non-Union	SENIOR PLANNER	1,700.65	88,774.13	1	89,114.26
OSPCD: PSUF	Non-Union	SENIOR PLANNER	1,667.31	87,033.46	1	87,366.92
OSPCD: PSUF	Non-Union	PLANNER	1,471.15	76,794.23	1	77,088.46
OSPCD: PSUF	Non-Union	PROJ MANAGER DIRECT...	1,734.67	90,549.61	0.7	63,627.58
OSPCD: PSUF	Non-Union	PLANNER	1,471.15	76,794.23	0.7	53,961.92

City of **Somerville**

City of Somerville, MA FY21 Budget



Fire

City of Somerville FY21 Budget

Mission Statement

To protect the people and property of our City. The Fire Department is responsive to the needs of our residents by providing rapid, professional, and humanitarian services essential to the health, safety, and well being of the City. We will achieve our mission through prevention, education, fire suppression, emergency medical services, disaster response, and defense against terrorist attacks. We strive to provide a work environment that values cultural diversity and is free of harassment and discrimination. We actively participate in our community, serve as role models, and strive to effectively and efficiently utilize all of the resources at our command to provide a quality of service deemed excellent by our residents with "Courage, Integrity, and Honor."

Changes from FY20

The **Personal Services** budget for Fire is projected to be 10% higher than FY20. This is due to the collective bargaining agreement that was negotiated in 2019.

Salaries are projected at a 9% increase, this is due to the stipends that are also tied into base pay. Some of these stipends, such as EMT & Education received increases.

There is currently one vacancy within the department, Senior Clerk. This position has been funded at 75% for FY21 with an estimated start date of 10/1/20.

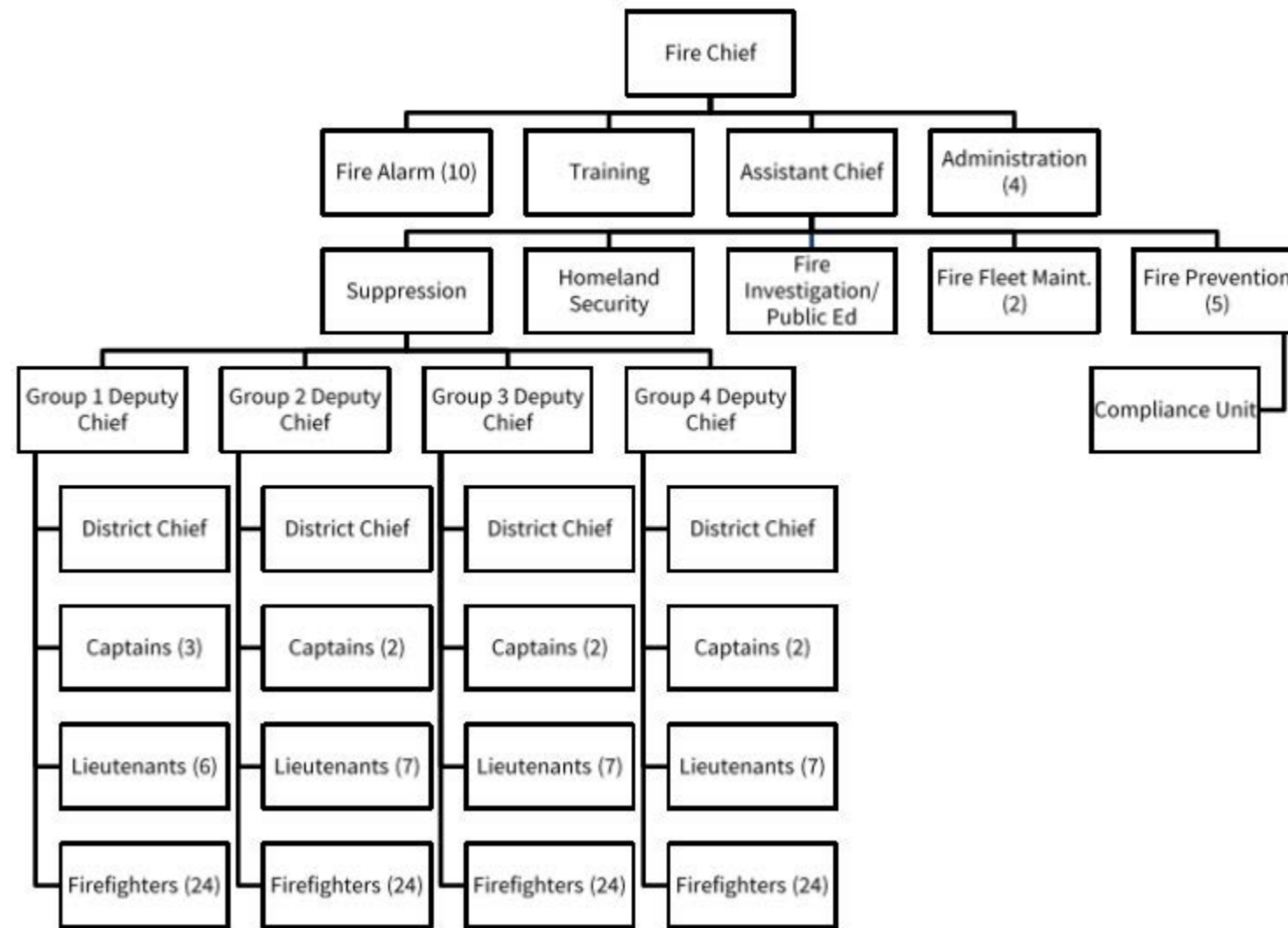
The **Ordinary Maintenance** budget shows a reduction in the software line (\$27,000 77%). Software costs for FY21 have been allocated to the IT department budget. We do have an increase in grant match (approximately \$24,000) to cover the match of a \$260,000 grant we have applied for to

increase the number of hazardous materials technicians we have in the department.

FY21 Budget Proposal

FIRE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FIRE OM					
524003 R&M - VEHICLES	117,006	175,000	117,825	175,000	
524007 R&M - OFFICE EQUIPMENT	-	100	-	100	
524013 R&M - TOOLS & EQUIPMENT	49,239	55,000	28,550	55,000	
524030 R&M - RADIO ALARM	5,436	12,500	1,605	12,500	
524033 R&M - SOFTWARE	-	35,000	25,293	8,000	
524034 R&M - SERVICE CONTRACTS	7,944	6,500	1,279	6,500	
527019 RENTAL-WATER COOLER	1,892	1,800	1,423	1,800	
530000 PROFESSIONAL & TECHNICAL SVC	25,800	15,000	-	15,000	
530011 ADVERTISING	-	200	-	200	
530021 TOWING	800	3,000	2,050	3,000	
530025 IN SERVICE TRAINING OM	329	3,000	945	3,000	
534000 COMMUNICATIONS	1,500	1,500	1,610	1,500	
534003 POSTAGE	275	300	-	300	
534006 EXPRESS/FREIGHT	101	150	-	150	
538005 PHOTOGRAPHY	-	100	-	100	
542000 OFFICE SUPPLIES	4,581	7,000	3,320	7,000	
542001 PRINTING & STATIONERY	1,992	800	738	800	
542004 COMPUTER SUPPLIES	3,612	7,800	2,657	7,800	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	395	2,500	845	2,500	
542006 OFFICE FURNITURE NOT CAPITALIZ	2,327	2,500	109	2,500	
542007 COMPUTER EQUIPMENT NOT CAPITAL	559	9,000	-	9,000	
542008 BOOKS & BOOKBINDING	1,840	800	746	800	
542012 OTH EQUIPMENT NOT CAPITALIZE	-	2,000	-	2,000	
543011 HARDWARE & SMALL TOOLS	10,819	12,000	3,814	12,000	
548001 MOTOR GAS AND OIL	1,799	2,000	52	2,000	
548002 ANTI-FREEZE	-	500	-	500	
548003 BATTERIES	-	2,000	-	2,000	
548004 TIRES AND TUBES	10,553	20,000	8,111	18,750	
549000 FOOD SUPPLIES & REFRESHMT	196	200	-	200	
550000 MEDICAL & DENTAL SUPPLIES	13,767	45,000	24,147	45,000	
558001 FIRE HOSES-REPAIRS/PARTS	3,446	9,000	-	9,000	
558003 PUBLIC SAFETY SUPPLIES	51,645	40,000	29,395	40,000	
558011 FLOWERS & FLAGS	-	-	-	-	
558015 SUPPLIES FOR MEN/WOMEN	26,707	30,000	2,566	30,000	
558016 COLORGUARD	3,250	3,250	4,500	4,500	
571000 IN STATE TRAVEL	52	100	-	100	
572000 OUT OF STATE TRAVEL	10,029	-	551	-	
573000 DUES AND MEMBERSHIPS	3,390	3,800	4,805	3,800	
FIRE OM TOTAL	361,279	509,400	266,936	482,400	-5.3%
FIRE PS					
511000 SALARIES	13,478,157	13,698,503	11,752,215	14,969,283	
513000 OVERTIME	1,571,481	1,320,000	1,204,137	1,346,400	
513001 TRAINING-OVERTIME	101,967	87,550	61,994	87,550	
514006 LONGEVITY	1,650	700	450	700	
514008 OUT OF GRADE	92,998	87,550	102,681	90,000	
515004 HOLIDAYS	872,298	895,609	408,159	958,017	
515006 HOLIDAYS NON-UNION	196	-	-	299	
515011 HOLIDAYS - S.M.E.A.	-	-	-	229	
515012 PERFECT ATTENDANCE	37,325	-	65,550	-	
516100 FIRE DETAIL - CITY	2,368	-	3,045	-	
519002 CAREER/EDUCATIONAL INCENTIVE	25,000	25,000	-	-	
519003 IN SERVICE TRAINING	35,326	50,000	9,475	50,000	
519004 UNIFORM ALLOWANCE	1,050	1,050	1,050	1,050	
519005 SICK LEAVE BUYBACK	10,714	-	4,647	-	
519010 HAZARDOUS DUTY STIPEND	151,750	152,500	457,750	450,000	
519011 REIMBURSEMENT FOR INJURY	81,832	169,950	14,234	169,950	
519012 PHYSICAL EXAMINATION	-	14,500	-	14,500	
519013 OTHER LUMP SUM PAYMENTS	2,430,723	-	626,578	-	
519025 CERTIFICATION	-	-	76,400	76,400	
519026 PEER SUPPORT	-	-	1,500	2,500	
519027 METER TECH	-	-	2,000	2,500	
FIRE PS TOTAL	18,894,834	16,502,912	14,791,865	18,219,378	10.4%
FIRE SPECIAL ITEMS					
558020 GRANT MATCH	11,500	2,500	-	26,496	
FIRE SPECIAL ITEMS TOTAL	11,500	2,500	-	26,496	959.8%
FIRE TOTAL	19,267,613	17,014,812	15,058,801	18,728,274	10.1%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Fire	Non-Union	FIRE CHIEF	3,955.31	205,676.12	1	205,676.12
Fire	Non-Union	ASSISTANT FIRE CHIEF	3,281.91	170,659.32	1	170,659.32
Fire	Local 76	DEPUTY CHIEF	2,567.62	133,882.89	1	165,465.35
Fire	Local 76	DEPUTY CHIEF	2,567.62	133,882.89	1	165,465.35
Fire	Local 76	DEPUTY CHIEF	2,567.62	133,882.89	1	165,072.33
Fire	Local 76	DEPUTY CHIEF	2,567.62	133,882.89	1	161,570.86
Fire	Local 76	DISTRICT CHIEF	2,272.26	118,482.30	1	147,831.97
Fire	Local 76	DISTRICT CHIEF	2,272.26	118,482.30	1	146,858.14
Fire	Local 76	DISTRICT CHIEF	2,272.26	118,482.30	1	145,433.86
Fire	Local 76	DISTRICT CHIEF	2,272.26	118,482.30	1	145,040.84
Fire	Local 76	CAPTAIN	2,010.81	104,849.27	1	133,590.52
Fire	Local 76	CAPTAIN	2,010.81	104,849.27	1	133,283.85
Fire	Local 76	CAPTAIN	2,010.81	104,849.27	1	132,310.02

City of **Somerville**

City of Somerville, MA FY21 Budget



Fire Alarm

City of Somerville FY21 Budget

Changes from FY20

The **Personal Services** budget for Fire Alarm has a projected 5% increase. This is due to the Collective Bargaining agreement that was negotiated this year, covering the years 2018-2021.

FY21 Budget Proposal

FIRE - FIRE ALARM	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FIRE - FIRE ALARM PS					
511000 SALARIES	755,925	765,374	611,870	814,091	
513000 OVERTIME	125,588	154,500	104,334	154,500	
514006 LONGEVITY	6,000	6,200	6,100	7,350	
514008 OUT OF GRADE	674	5,459	1,108	5,459	
515004 HOLIDAYS	52,022	61,329	40,788	65,753	
515012 PERFECT ATTENDANCE	1,400	-	3,200	-	
519004 UNIFORM ALLOWANCE	11,000	11,000	11,000	11,000	
519013 OTHER LUMP SUM PAYMENTS	18,900	23,400	19,650	23,700	
FIRE - FIRE ALARM PS TOTAL	971,509	1,027,262	798,050	1,081,853	5.3%
FIRE - FIRE ALARM TOTAL	971,509	1,027,262	798,050	1,081,853	5.3%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Fire Alarm	Local 76	CHIEF FIRE ALARM OPERATOR	1,829.48	95,132.97	1	109,466.78
Fire Alarm	Local 76	SENIOR FIRE ALARM OPERATOR	1,633.46	84,940.15	1	96,600.70
Fire Alarm	Local 76	SENIOR FIRE ALARM OPERATOR	1,633.46	84,940.15	1	95,950.70
Fire Alarm	Local 76	SENIOR FIRE ALARM OPERATOR	1,633.46	84,940.15	1	95,950.70
Fire Alarm	Local 76	SENIOR FIRE ALARM OPERATOR	1,633.46	84,940.15	1	95,950.70
Fire Alarm	Local 76	FIRE ALARM OPERATOR	1,458.45	75,839.40	1	86,114.89
Fire Alarm	Local 76	FIRE ALARM OPERATOR	1,458.45	75,839.40	1	85,614.89
Fire Alarm	Local 76	FIRE ALARM OPERATOR	1,458.45	75,839.40	1	85,614.89
Fire Alarm	Local 76	FIRE ALARM OPERATOR	1,458.45	75,839.40	1	85,314.89
Fire Alarm	Local 76	FIRE ALARM OPERATOR	1,458.45	75,839.40	1	85,314.89

City of **Somerville**

City of Somerville, MA FY21 Budget



Emergency Management

City of Somerville FY21 Budget

Changes from FY20

The Emergency Management budget for FY21 remains unchanged.

FY21 Budget Proposal

FIRE - EMERGENCY MANAGEMENT	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
FIRE - EMERGENCY MANAGEMENT OM					
545000 CUSTODIAL & MAINT SUPPLIES	-	100	-	100	
549000 FOOD SUPPLIES & REFRESHMT	-	700	-	700	
558003 PUBLIC SAFETY SUPPLIES	2,137	4,350	205	4,350	
558006 UNIFORMS	-	4,500	1,040	4,500	
558015 SUPPLIES FOR MEN/WOMEN	-	500	-	500	
573000 DUES AND MEMBERSHIPS	-	300	300	300	
574000 INSURANCE PREMIUMS	-	240	225	240	
FIRE - EMERGENCY MANAGEMENT OM TOTAL	2,137	10,690	1,770	10,690	0.0%
FIRE - EMERGENCY MANAGEMENT PS					
511000 SALARIES	18,680	20,826	16,692	20,826	
FIRE - EMERGENCY MANAGEMENT PS TOTAL	18,680	20,826	16,692	20,826	0.0%
FIRE - EMERGENCY MANAGEMENT TOTAL	20,816	31,516	18,462	31,516	0.0%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Emergency Management		HOMELAND SECURITY COORDINATOR			1	20,826.00

City of **Somerville**

City of Somerville, MA FY21 Budget



Police

City of Somerville FY21 Budget

Mission Statement

The Somerville Police Department, as part of, and empowered by, the community, is committed to protect the lives, property, and rights of all people, to maintain order, and to enforce the law impartially. Members of the Department actively pursue the cooperation of every resident in an effort to create a police/ community partnership that is sensitive to the multitude of cultures that make up the human fabric of our community. To fulfill our mission, we will utilize innovative and proven crime prevention strategies and problem-solving partnerships with our community.

Changes from FY20

Personal Services are proposed at a 2.1% reduction for FY21, or \$340,000. This is due to the following adjustments:

- Reduction in force: The FY21 proposed budget reduces the number of Patrol Officers from 96 to 94. This results in reductions to salary-related lines.
- Reduction in Overtime: A 14% reduction to the Overtime budget is proposed, equal to \$185,803.
- Reduction in Court Time: A 39% reduction to the Court Time budget is proposed, equal to \$101,675.
- These reductions are offset by a 3% contractual increase to the Crossing Guards line.

Ordinary Maintenance lines are proposed at a 13.7% reduction for FY21, or \$93,200. This is due to the following adjustments:

- A 36% reduction in the Medical & Dental Services line, equal to \$45,000.
- A 22% reduction in the Public Safety Supplies line, equal to \$48,000. This is the result of the removal of funding for FY20's one-year increase to purchase additional protective vests.

Special Items are proposed at a 70.4% reduction for FY21 due to the removal of the FY20-proposed cadet program from the FY21 budget.

In sum, these reductions in PS, OM, and SI result in a 3.3% reduction in funding for the Police budget in FY21 coupled with a reduction in budgeted Patrol Officers by 2.

FY21 Budget Proposal

POLICE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
POLICE OM					
524007 R&M - OFFICE EQUIPMENT	5,738	7,000	5,438	7,000	
524017 R&M - OTHER EQUIPMENT	5,316	8,000	6,030	8,000	
524030 R&M - RADIO ALARM	10,962	17,000	6,622	17,000	
524033 R&M - SOFTWARE	13,124	16,000	10,215	16,000	
527015 RENTALS EQUIPMENT	1,620	2,000	1,129	2,000	
527019 RENTAL-WATER COOLER	2,785	3,000	2,121	3,000	
530000 PROFESSIONAL & TECHNICAL SVC	43,377	50,000	42,139	50,000	
530001 MEDICAL & DENTAL SERVICES	27,277	125,000	17,756	80,000	
530025 IN SERVICE TRAINING OM	30,599	70,000	52,259	70,000	
530028 SOFTWARE SERVICES	12,035	20,000	15,821	20,000	
534003 POSTAGE	6,907	6,000	5,048	6,000	
534007 PSTN-USAGE	18,746	25,000	17,078	25,000	
534008 WEB SITE COSTS	354	500	80	500	
542000 OFFICE SUPPLIES	17,575	17,200	6,547	17,200	
542001 PRINTING & STATIONERY	6,688	7,000	4,038	7,000	
542004 COMPUTER SUPPLIES	3,640	8,000	6,816	8,000	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	1,305	3,500	6,315	3,500	
542006 OFFICE FURNITURE NOT CAPITALIZ	1,610	4,000	3,587	4,000	
542007 COMPUTER EQUIPMENT NOT CAPITAL	375	1,500	1,423	1,500	
549000 FOOD SUPPLIES & REFRESHMT	3,253	3,000	2,923	3,000	
558003 PUBLIC SAFETY SUPPLIES	114,482	218,000	99,173	170,000	
558004 MAGAZINES/SUBSCRIPTS/PUB	-	-	3,100	-	
558011 FLOWERS & FLAGS	159	200	-	-	
558012 BADGES,EMBLEMS,TROPHIES,MEDALL	5,770	4,000	2,804	4,000	
558014 PHOTOGRAPHIC SUPPLIES	2,465	1,000	-	1,000	
558015 SUPPLIES FOR MEN/WOMEN	27,345	25,000	17,017	25,000	
558016 COLORGUARD	3,500	3,500	3,500	3,500	
558017 TRAFFIC SUPV SUPPLIES	7,232	8,000	6,680	8,000	
572000 OUT OF STATE TRAVEL	10,695	-	5,280	-	
572001 OUT OF STATE CONFERENCES	7,875	2,000	2,410	2,000	
573000 DUES AND MEMBERSHIPS	15,002	14,000	14,155	14,000	
573001 BAPERN MEMBERSHIP	4,276	4,300	4,276	4,300	
578013 CARE OF PRISONERS	1,776	5,000	1,228	5,000	
POLICE OM TOTAL	413,861	678,700	373,006	585,500	-13.7%
POLICE PS					
511000 SALARIES	11,056,091	11,642,060	8,905,265	11,624,836	
511003 CROSSING GUARDS	323,792	435,660	272,989	446,807	
512000 SALARIES & WAGES TEMPOR'Y	10,723	50,000	27,700	50,000	
513000 OVERTIME	1,291,471	1,300,500	967,158	1,114,697	
513001 TRAINING-OVERTIME	204,210	200,000	158,019	200,000	
514004 SHIFT DIFFERENTIALS	912,064	1,015,253	727,036	986,194	
514006 LONGEVITY	107,425	81,300	88,650	75,100	
514007 COURT TIME	143,924	258,377	93,444	156,702	
514008 OUT OF GRADE	21,238	12,190	10,242	12,190	
515004 HOLIDAYS	682,750	735,847	340,827	727,299	
515006 HOLIDAYS NON-UNION	-	-	-	4,782	
515011 HOLIDAYS - S.M.E.A.	-	-	-	1,229	
515012 PERFECT ATTENDANCE	17,250	-	13,400	-	
519002 CAREER/EDUCATIONAL INCENTIVE	1,000	4,500	500	4,500	
519004 UNIFORM ALLOWANCE	6,150	2,100	5,800	2,100	
519006 WEAPONS PAY	68,900	77,400	66,225	76,200	
519007 5/2 BUYBACK	69,586	84,719	52,263	78,416	
519013 OTHER LUMP SUM PAYMENTS	2,201,842	-	67,173	-	
519022 WEAPONS OF MASS DESTRUCTION	63,500	64,500	60,500	63,500	
519023 DETENTION ATTENDANTS	-	15,000	1,584	15,000	
POLICE PS TOTAL	17,181,915	15,979,406	11,858,775	15,639,552	-2.1%
POLICE SPECIAL ITEMS					
511000 SALARIES	-	120,000	-	-	
527001 RENTAL - BUILDINGS	46,200	46,200	38,500	49,200	
POLICE SPECIAL ITEMS TOTAL	46,200	166,200	38,500	49,200	-70.4%
POLICE TOTAL	17,641,977	16,824,306	12,270,281	16,274,252	-3.3%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Police		CHIEF	4,206.03	219,554.91	1	220,396.11
Police		DEPUTY CHIEF	3,750.00	195,750.00	1	196,500.00
Police		DEPUTY CHIEF	3,750.00	195,750.00	1	196,500.00
Police		CAPTAIN	2,800.28	146,174.62	1	172,323.74
Police		CAPTAIN	2,800.28	146,174.62	1	169,923.74
Police		CAPTAIN	2,800.28	146,174.62	1	169,923.74
Police		LIEUTENANT	2,383.22	124,404.08	1	146,727.05
Police		LIEUTENANT	2,383.22	124,404.08	1	146,042.25
Police		LIEUTENANT	2,383.22	124,404.08	1	145,698.90
Police		LIEUTENANT	2,383.22	124,404.08	1	145,698.90
Police		LIEUTENANT	2,383.22	124,404.08	1	144,952.65
Police		LIEUTENANT	2,383.22	124,404.08	1	144,898.90
Police		LIEUTENANT	2,383.22	124,404.08	1	144,898.90

City of **Somerville**

City of Somerville, MA FY21 Budget



Animal Control

City of Somerville FY21 Budget

Changes from FY20

Personal Service increases of 18.5% are to account for collective bargaining settlements reached in FY20.

A reduction of 11.5% in the **Ordinary Maintenance** budget is due to reductions in Supply lines offset by an increase in Printing & Stationary.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
POLICE - ANIMAL CONTROL					
POLICE - ANIMAL CONTROL OM					
529010 KENNELS	-	4,000	25,461	4,000	
530000 PROFESSIONAL & TECHNICAL SVC	6,808	6,000	1,600	6,000	
530011 ADVERTISING	-	1,300	-	-	
530025 IN SERVICE TRAINING OM	-	200	950	200	
534003 POSTAGE	-	500	-	500	
542000 OFFICE SUPPLIES	792	1,000	88	100	
542001 PRINTING & STATIONERY	-	-	225	1,300	
558003 PUBLIC SAFETY SUPPLIES	1,559	2,000	671	2,000	
558006 UNIFORMS	969	1,000	853	-	
558012 BADGES, EMBLEMS, TROPHIES, MEDALL	-	50	-	100	
POLICE - ANIMAL CONTROL OM TOTAL	10,129	16,050	29,848	14,200	-11.5%
POLICE - ANIMAL CONTROL PS					
511000 SALARIES	95,670	96,593	60,684	113,582	
513000 OVERTIME	9,212	8,000	9,923	10,000	
514006 LONGEVITY	1,150	1,200	300	600	
514015 OTHER DIFFERENTIALS	3,208	3,208	3,322	4,352	
515011 HOLIDAYS - S.M.E.A.	-	-	-	436	
519004 UNIFORM ALLOWANCE	1,000	1,000	1,000	1,400	
519013 OTHER LUMP SUM PAYMENTS	-	-	16,506	-	
POLICE - ANIMAL CONTROL PS TOTAL	110,240	110,001	91,736	130,370	18.5%
POLICE - ANIMAL CONTROL TOTAL	120,368	126,051	121,584	144,570	14.7%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Animal Control	SMEA D	ANIMAL CONTROL OFFICER	1,098.77	57,355.72	1	61,073.01
Animal Control	SMEA D	ANIMAL CONTROL OFFICER	1,077.12	56,225.58	1	59,295.25

City of Somerville

City of Somerville, MA FY21 Budget



E-911

City of Somerville FY21 Budget

Changes from FY20

The FY21 E-911 **Personal Services** budget is projected at a 5.2% increase, attributed solely to a \$59,000 increase to the Overtime line.

FY21 Budget Proposal

POLICE - E-911	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
POLICE - E-911 PS					
511000 SALARIES	519,285	773,494	377,603	770,542	
513000 OVERTIME	186,071	145,000	162,388	204,000	
514004 SHIFT DIFFERENTIALS	32,199	56,017	26,234	55,255	
514006 LONGEVITY	10,900	11,700	-	12,100	
515004 HOLIDAYS	59,870	79,712	16,186	79,712	
519004 UNIFORM ALLOWANCE	7,000	7,000	6,500	7,000	
POLICE - E-911 PS TOTAL	815,325	1,072,923	588,911	1,128,609	5.2%
POLICE - E-911 TOTAL	815,325	1,072,923	588,911	1,128,609	5.2%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
E911		E-911 OPERATOR	1,089.75	56,884.95	1	66,762.28
E911		E-911 OPERATOR	1,089.75	56,884.95	1	65,840.35
E911		E-911 OPERATOR	1,089.75	56,884.95	1	65,840.35
E911		E-911 OPERATOR	1,089.75	56,884.95	1	65,736.32
E911		E-911 OPERATOR	1,089.75	56,884.95	1	65,736.31
E911		E-911 OPERATOR	1,089.75	56,884.95	1	65,274.61
E911		E-911 OPERATOR	1,089.75	56,884.95	1	64,918.44
E911		E-911 OPERATOR	1,089.75	56,884.95	1	64,918.44
E911		E-911 OPERATOR	1,089.75	56,884.95	1	64,918.44
E911		E-911 OPERATOR	1,063.34	55,506.35	1	63,335.44
E911		E-911 OPERATOR	972.56	50,767.63	1	58,700.93
E911		E-911 OPERATOR	972.56	50,767.63	1	57,878.14
E911		E-911 OPERATOR	972.56	50,767.63	1	57,698.23

City of **Somerville**

City of Somerville, MA FY21 Budget



Parking

City of Somerville FY21 Budget

Mission Statement

The Parking Department serves resident, business, and visitor parking needs through the work of its three divisions: Administration, Enforcement, and Maintenance. The Department issues over 20 permit types, enforces parking regulations citywide, and maintains the City's meters and signs. The Department advises and coordinates with every department in the City on all matters related to parking and advises the City's Traffic Commission in developing rules and regulations.

The Parking Department is dedicated to providing accurate, courteous, and efficient customer service to our residents, businesses, and visitors through enhanced technologies, extensive business analysis, and consistently high professional performance.

Changes from FY20

The FY20 **Personal Services** budget is proposed at a 3.6% increase due to collective bargaining agreements reached during FY20 along with annual increases for union staff.

The FY20 **Ordinary Maintenance** budget is proposed at a 39.7% decrease due primarily to a \$270,000 transfer of pavement markings funding to the Engineering Department. This can be seen in the **R&M - Highways** line.

Additional changes are as follows:

\$313,208 reduction in **Professional & Technical Services** due to the removal of traffic consultant, parking study, and sign vendor services.

\$79,500 reduction in **Signs and Cones** due to limiting of advanced technology signage in FY21.

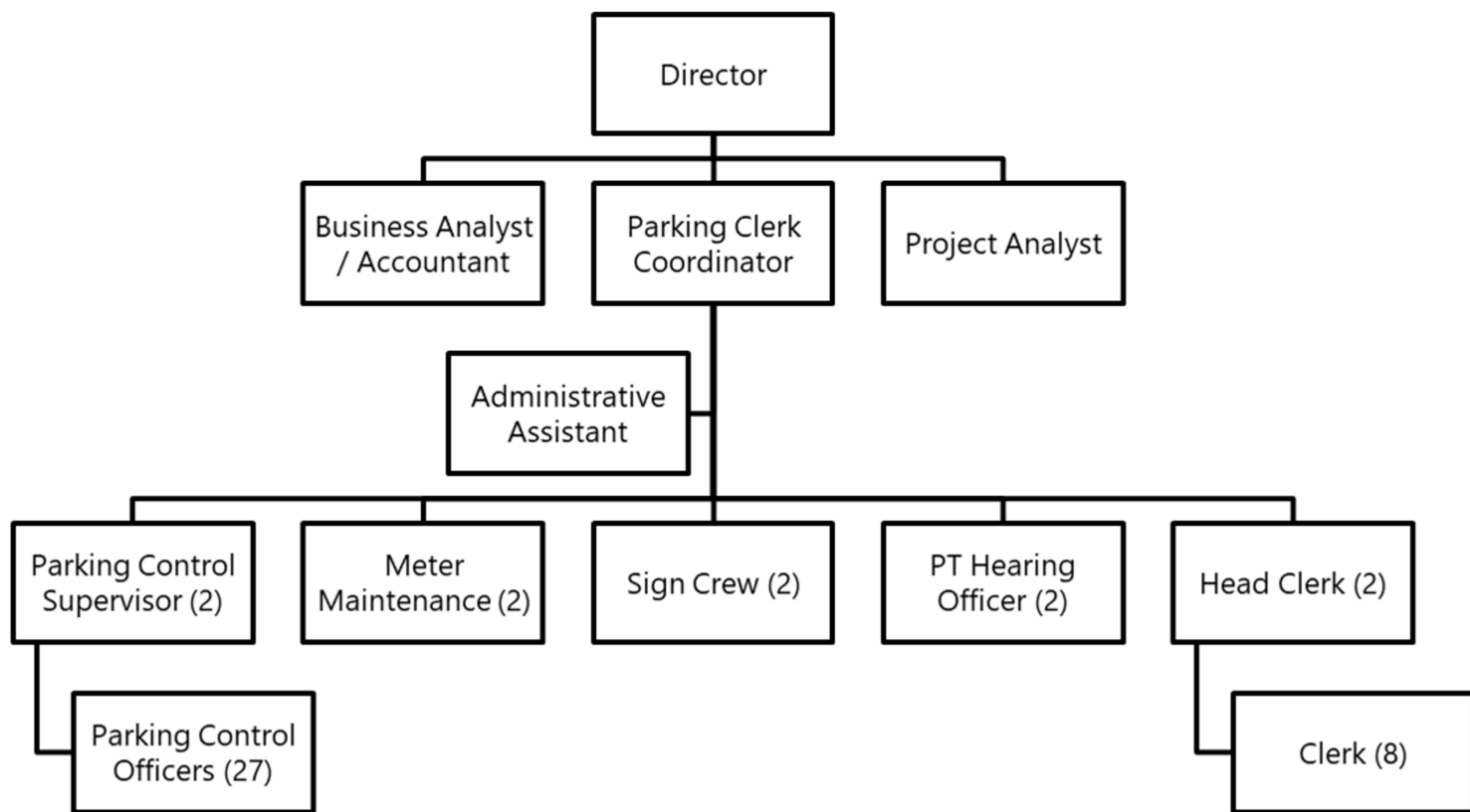
\$30,262 reduction in **Credit Card Convenience Fees** due to a dropoff in meter transactions.

These reductions were offset by a small increase in the **Rentals** line due to a contractual increase.

FY21 Budget Proposal

PARKING	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
PARKING OM					
524001 R&M - BUILDINGS & GROUNDS	-	2,500	-	2,500	
524003 R&M - VEHICLES	3,707	2,000	236	2,000	
524006 R&M - COMMUN. EQUIP.	116	10,000	-	9,500	
524007 R&M - OFFICE EQUIPMENT	42	-	193	-	
524028 R&M - PARKING METERS	66,961	50,000	27,116	50,000	
524029 R&M - HIGHWAYS	319,103	270,000	175,984	-	
524034 R&M - SERVICE CONTRACTS	3,677	3,000	2,817	3,000	
527000 RENTALS	38,364	39,514	36,222	40,305	
527018 POSTAGE MACHINE RENTAL	-	-	-	1,261	
527019 RENTAL-WATER COOLER	263	1,000	193	1,000	
530000 PROFESSIONAL & TECHNICAL SVC	473,806	713,208	389,686	400,000	
530008 EMPLOYEE TRAINING COURSES	-	250	-	250	
530011 ADVERTISING	2,615	8,500	1,885	8,500	
534003 POSTAGE	16,000	16,000	6,000	16,000	
542000 OFFICE SUPPLIES	6,598	6,500	3,695	6,500	
542001 PRINTING & STATIONERY	44,607	42,000	30,957	42,000	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	6,880	250	-	250	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	850	389	850	
543011 HARDWARE & SMALL TOOLS	7,638	3,800	2,020	3,800	
553001 SIGNS AND CONES	96,793	177,014	147,197	97,514	
558006 UNIFORMS	-	2,500	-	2,500	
558012 BADGES, EMBLEMS, TROPHIES, MEDALL	-	500	-	500	
571001 IN STATE CONFERENCES	300	300	-	300	
573000 DUES AND MEMBERSHIPS	750	750	750	750	
578001 CREDIT CARD CONVENIENCE FEE	324,967	390,262	225,422	360,000	
PARKING OM TOTAL	1,413,185	1,740,698	1,050,761	1,049,280	-39.7%
PARKING PS					
511000 SALARIES	2,404,381	2,557,712	1,935,644	2,644,675	
511002 SALARIES - MONTHLY	3,498	3,498	2,915	3,498	
513000 OVERTIME	130,996	126,000	89,050	130,000	
514006 LONGEVITY	22,675	25,175	11,950	25,925	
514008 OUT OF GRADE	8,129	10,000	11,066	10,000	
514015 OTHER DIFFERENTIALS	54,856	63,854	59,547	64,430	
515006 HOLIDAYS NON-UNION	-	-	-	1,632	
515011 HOLIDAYS - S.M.E.A.	-	-	-	8,501	
515012 PERFECT ATTENDANCE	-	-	3,300	-	
519004 UNIFORM ALLOWANCE	21,113	25,150	24,400	25,550	
519013 OTHER LUMP SUM PAYMENTS	196,366	-	75,567	-	
519015 AUTO ALLOWANCE	15,857	15,950	13,107	15,950	
PARKING PS TOTAL	2,857,871	2,827,339	2,226,547	2,930,161	3.6%
PARKING TOTAL	4,271,056	4,568,037	3,277,308	3,979,441	-12.9%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Parking	Non-Union	DIRECTOR OF PARKING	2,598.84	135,659.26	1	136,179.02
Parking	Non-Union	PARKING CLK/DIR OF OPERATI...	1,592.42	83,124.54	1	83,443.03
Parking	SMEA D	PCO SUPERVISOR	1,446.47	75,505.86	1	81,838.10
Parking	Non-Union	ACCOUNTANT	1,500.58	78,330.12	1	78,630.23
Parking	SMEA D	PCO SUPERVISOR	1,314.97	68,641.69	1	74,684.63
Parking	SMEA B	ADMINISTRATIVE ASST	1,189.13	62,072.53	1	64,560.36
Parking	Non-Union	PROGRAM ANALYST	1,176.92	61,435.38	1	61,670.77
Parking	SMEA B	FOREMAN/PARKING METER RE...	1,069.45	55,825.08	1	60,427.86
Parking	SMEA B	SIGN REPAIRMAN	1,029.45	53,737.08	1	58,251.86
Parking	SMEA B	HEAD CLERK	1,081.51	56,454.92	1	57,621.22
Parking	SMEA B	HEAD CLERK	1,081.51	56,454.92	1	57,521.22
Parking	SMEA B	SIGN REPAIRMAN	1,029.45	53,737.08	1	56,951.86
Parking	SMEA B	PARKING CONTROL OFFICER	984.00	51,364.95	1	56,329.75

City of **Somerville**

City of Somerville, MA FY21 Budget



Health & Human Services

City of Somerville FY21 Budget

Mission Statement

To protect and improve the community's health and well-being through prevention, community engagement, inclusion, accessibility, and promotion of healthy behaviors and environment.

Changes from FY20

The FY21 HHS **Personal Services** budget is projected at a 24.9% increase, primarily due to new pay rates for School Nurses and other SMEA staff.

There are currently three vacancies within the department:

The **School Nurse Manager** is appropriated for a full year, as lag generated is used to provide continued service at this position.

A **School Nurse Float** position is also vacant and is appropriated for the full year as that search is currently underway.

The **LGBTQ Coordinator** position is also vacant and has been appropriated for 50% of the year with an estimated start date of 1/1/21. We are in the process of re-imagining this role as it has been difficult to attract candidates to this part-time position.

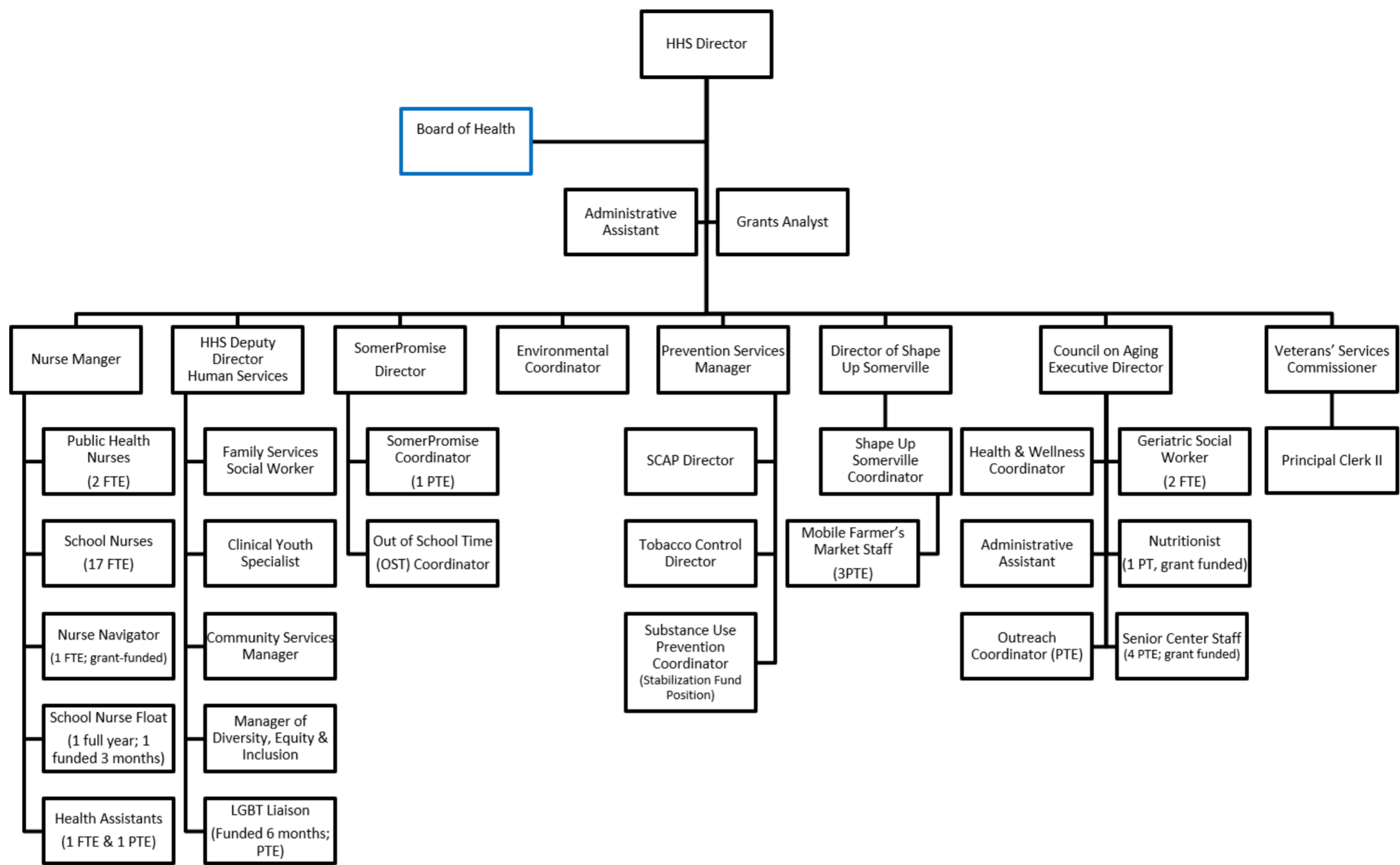
One **new position** is proposed in the FY21 budget as outlined in the City's collective bargaining agreement with the SMEA, a second School Nurse Float. This position is funded 25% of the year.

Ordinary Maintenance is down 9.1% for FY21 primarily due to a reduction in the **Professional & Technical Services** line.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
HEALTH & HUMAN SERVICES					
HEALTH & HUMAN SERVICES OM					
524007 R&M - OFFICE EQUIPMENT	1,178	500	-	200	
524034 R&M - SERVICE CONTRACTS	-	-	3,076	3,150	
524035 R&M - RECONDITIONING EQUIP	1,215	1,500	-	1,215	
527000 RENTALS	800	200	-	500	
527019 RENTAL-WATER COOLER	309	400	217	400	
530000 PROFESSIONAL & TECHNICAL SVC	532,594	630,330	362,766	571,330	
530008 EMPLOYEE TRAINING COURSES	5,652	8,000	1,650	3,340	
530011 ADVERTISING	243	300	-	300	
530029 CUSTODIAL DETAIL	140	300	-	150	
534003 POSTAGE	700	700	660	500	
534006 EXPRESS/FREIGHT	-	50	90	50	
534011 LICENSING FEES	165	150	46	310	
542000 OFFICE SUPPLIES	5,911	6,950	2,151	6,850	
542001 PRINTING & STATIONERY	5,659	7,500	326	6,150	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	2,747	2,000	291	1,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	5,417	2,400	1,254	2,400	
549000 FOOD SUPPLIES & REFRESHMT	1,411	2,500	511	2,800	
550000 MEDICAL & DENTAL SUPPLIES	33,300	43,000	27,318	43,000	
551000 EDUCATIONAL SUPPLIES	297	500	-	500	
558004 MAGAZINES/SUBSCRIPTS/PUB	88	100	72	100	
558006 UNIFORMS	926	1,250	854	1,250	
558012 BADGES,EMBLEMS,TROPHIES,MEDALL	-	200	-	200	
558018 PROGRAM SUPPLIES & MATLS	10,239	14,000	9,765	12,500	
571000 IN STATE TRAVEL	110	400	17	400	
571001 IN STATE CONFERENCES	-	800	221	800	
572000 OUT OF STATE TRAVEL	992	3,000	54	1,350	
572001 OUT OF STATE CONFERENCES	1,705	1,000	-	-	
573000 DUES AND MEMBERSHIPS	1,754	3,250	2,265	3,568	
578007 REIMB OF LICENSES	1,529	1,250	240	1,917	
HEALTH & HUMAN SERVICES OM TOTAL	615,080	732,530	413,842	666,230	-9.1%
HEALTH & HUMAN SERVICES PS					
511000 SALARIES	1,877,627	2,176,332	1,954,569	2,725,509	
511002 SALARIES - MONTHLY	48,356	18,968	10,302	15,298	
512000 SALARIES & WAGES TEMPOR'Y	74,008	105,060	49,351	105,060	
513000 OVERTIME	3,877	8,034	10,348	8,034	
514006 LONGEVITY	10,025	11,125	6,175	12,300	
514015 OTHER DIFFERENTIALS	-	-	13,718	20,000	
515006 HOLIDAYS NON-UNION	-	-	-	4,876	
515011 HOLIDAYS - S.M.E.A.	-	-	-	5,776	
519013 OTHER LUMP SUM PAYMENTS	-	-	427,432	-	
519015 AUTO ALLOWANCE	1,200	1,200	1,000	1,200	
HEALTH & HUMAN SERVICES PS TOTAL	2,015,094	2,320,719	2,472,896	2,898,053	24.9%
HEALTH & HUMAN SERVICES TOTAL	2,630,173	3,053,249	2,886,738	3,564,283	16.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
HHS	Non-Union	HHS DIRECTOR	2,382.27	124,354.32	1	124,830.78
HHS	Non-Union	HHS DEPUTY DIRECTOR	1,804.75	94,207.82	1	94,568.77
HHS	Non-Union	SCHOOL NURSE MANAGER	1,765.38	92,153.08	1	92,506.15
HHS	SMEA A	ADMINISTRATIVE ASSISTANT	1,705.21	89,011.93	1	91,252.97
HHS	SMEA A	SCHOOL NURSE	1,657.50	89,057.21	1	90,938.71
HHS	SMEA A	SCHOOL NURSE PRACTITIONER	1,657.50	89,057.21	1	90,938.71
HHS	SMEA A	PUBLIC HEALTH NURSE MANAG...	1,705.21	89,011.93	1	90,552.97
HHS	SMEA A	SCHOOL NURSE	1,617.07	86,885.05	1	88,058.46
HHS	SMEA A	SCHOOL NURSE	1,577.63	84,765.91	1	85,931.44
HHS	Non-Union	DIRECTOR OF SHAPE-UP SOMER...	1,624.27	84,787.03	1	85,111.89
HHS	SMEA A	SCHOOL NURSE	1,539.15	82,698.44	1	83,506.27
HHS	SMEA A	PUBL HEALTH PREPAREDNESS ...	1,519.86	79,336.55	1	81,790.52
HHS	SMEA A	SCHOOL NURSE	1,470.07	78,986.47	1	80,130.48

City of **Somerville**

City of Somerville, MA FY21 Budget



Council on Aging

City of Somerville FY21 Budget

Mission Statement

The Somerville Council on Aging (COA) provides comprehensive services that enhance the lives of the older adult population and enrich the community at large. The COA is deeply committed to providing health & wellness and social programs that reflect the diversity of our older adult population. We promote and support the concept of aging in place in our community. We promote and safeguard the health and independence of older adults by advocating for them in many areas; providing informational, referral, and case management services; coordinating services to keep older adults in the community; and providing meaningful social and recreational options to enhance their lives.

Changes from FY20

A 3.4% increase in **Personal Services** due to collective bargaining increases is offset by slight reductions in **Ordinary Maintenance** to Repairs & Maintenance, Supplies, and Printing. We have proposed a minor increase to our Postage line in order to increase outreach to seniors during the COVID-19 pandemic.

FY21 Budget Proposal

HHS - COUNCIL ON AGING	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
HHS - COUNCIL ON AGING OM					
524000 REPAIRS AND MAINTENANCE	787	1,000	-	-	
524034 R&M - SERVICE CONTRACTS	195	1,950	749	1,950	
527001 RENTAL - BUILDINGS	78,876	78,877	34,821	78,877	
527019 RENTAL-WATER COOLER	134	200	64	200	
530000 PROFESSIONAL & TECHNICAL SVC	800	800	-	800	
534003 POSTAGE	4,000	4,720	4,020	5,334	
542000 OFFICE SUPPLIES	2,000	2,000	1,632	1,480	
542001 PRINTING & STATIONERY	3,545	4,100	590	3,280	
549000 FOOD SUPPLIES & REFRESHMT	5,535	6,000	5,515	6,000	
558018 PROGRAM SUPPLIES & MATLS	1,616	2,000	903	2,000	
HHS - COUNCIL ON AGING OM TOTAL	97,488	101,647	48,294	99,921	-1.7%
HHS - COUNCIL ON AGING PS					
511000 SALARIES	390,680	427,466	338,061	439,467	
514006 LONGEVITY	250	-	250	1,000	
515006 HOLIDAYS NON-UNION	-	-	-	1,175	
515011 HOLIDAYS - S.M.E.A.	-	-	-	510	
519013 OTHER LUMP SUM PAYMENTS	-	-	4,000	-	
HHS - COUNCIL ON AGING PS TOTAL	390,930	427,466	342,311	442,152	3.4%
HHS - COUNCIL ON AGING TOTAL	488,418	529,113	390,605	542,073	2.4%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
HHS: COA	Non-Union	DIRECTOR OF COUNCIL ON AGING	1,665.28	86,927.63	1	87,260.68
HHS: COA	SMEA D	GERIATRIC SOCIAL WORKER	1,299.42	67,829.63	1	68,589.52
HHS: COA	SMEA D	SOCIAL WORKER	1,248.96	65,195.72	1	65,945.51
HHS: COA	Non-Union	PROGRAM COORDINATOR (PT - 30...	1,082.85	56,524.69	1	56,741.26
HHS: COA	Non-Union	ADMIN ASSISTANT	1,040.80	54,329.77	1	54,537.93
HHS: COA	Non-Union	HEALTH & WELLNESS COORDINAT...	1,040.80	54,329.77	1	54,537.93
HHS: COA	Non-Union	OUTREACH COORDINATOR	1,040.80	54,329.77	1	54,537.93
HHS: COA	Non-Union	HOLLAND ST CENTER DIRECTOR (g...	319.77	16,691.99	0	0.00
HHS: COA	Non-Union	RECEPTIONIST (grant)	294.50	15,372.90	0	0.00

City of **Somerville**

City of Somerville, MA FY21 Budget



SomerPromise

City of Somerville FY21 Budget

Mission Statement

SomerPromise is a community-wide effort that focuses on aligning and mobilizing resources to address the academic, social, and environmental factors that affect student success. We are committed to equity and excellence in children's lives during and out of school, from cradle to career.

Changes from FY20

Personal Services are level funded this year despite the addition of two Somerbaby Home Visitor positions fully funded by the Commonwealth Children's Fund grant.

Ordinary Maintenance is proposed 15.8 % lower than FY20 due to the following changes:

- increased reliance on Commonwealth Children's Fund grant funding for Early Childhood work
- planned reimagining of wrap-around service provision

SomerPromise is also planning on contracting with William James Interface Referral Service to facilitate mental health referrals for Somerville residents. This service will help to meet the expected increase in need of mental health services due to the impacts of COVID-19.

FY21 Budget Proposal

HHS - SOMERPROMISE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
HHS - SOMERPROMISE OM					
527019 RENTAL-WATER COOLER	-	-	44	-	
530000 PROFESSIONAL & TECHNICAL SVC	125,218	223,200	73,556	193,550	
542000 OFFICE SUPPLIES	1,126	300	265	300	
549000 FOOD SUPPLIES & REFRESHMT	58	200	59	500	
558018 PROGRAM SUPPLIES & MATLS	26,611	12,000	10,436	4,000	
571001 IN STATE CONFERENCES	300	350	-	350	
HHS - SOMERPROMISE OM TOTAL	153,312	236,050	84,361	198,700	-15.8%
HHS - SOMERPROMISE PS					
511000 SALARIES	163,721	179,177	131,334	178,493	
515006 HOLIDAYS NON-UNION	-	-	-	684	
HHS - SOMERPROMISE PS TOTAL	163,721	179,177	131,334	179,177	0.0%
HHS - SOMERPROMISE TOTAL	317,033	415,227	215,695	377,877	-9.0%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
HHS: SomerPromise	Non-Union	DIRECTOR OF SOMERPROMISE	1,569.23	81,913.85	1	82,227.69
HHS: SomerPromise	Non-Union	OUT OF SCHOOL TIME COORDINATOR	1,200.46	62,664.09	1	62,904.18
HHS: SomerPromise	Non-Union	COORDINATOR - SOMERPROMISE (P...	649.71	33,914.81	1	34,044.76
HHS: SomerPromise		OUTREACH WORKER (GRANT)	882.70	46,076.94	0	0.00
HHS: SomerPromise		OUTREACH WORKER (GRANT)	882.70	46,076.94	0	0.00

City of **Somerville**

City of Somerville, MA FY21 Budget



Veterans Services

City of Somerville FY21 Budget

Mission Statement

The Somerville Department of Veterans' Services honors the service and sacrifice of veterans through advocacy, services and engagement. The Department strives to take a "Veterans Come First" approach to all services by taking the time to engage with Somerville's veterans, learn their concerns, and work to improve their lives and our responsiveness in meeting their needs.

Changes from FY20

There are no substantive changes to **Personal Services** in the department for FY21.

A 4.4% reduction in **Ordinary Maintenance** is due primarily to a reduction in Professional & Technical Services as some annual events have been cancelled for the summer of 2020. Small reductions in Materials budgets have also been made.

FY21 Budget Proposal

HHS - VETERANS SERVICES	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
HHS - VETERANS SERVICES OM					
524007 R&M - OFFICE EQUIPMENT	-	-	-	-	
524034 R&M - SERVICE CONTRACTS	-	550	-	550	
530000 PROFESSIONAL & TECHNICAL SVC	84,936	98,000	600	73,000	
534003 POSTAGE	-	500	220	500	
542000 OFFICE SUPPLIES	608	850	223	850	
542001 PRINTING & STATIONERY	202	800	161	400	
549000 FOOD SUPPLIES & REFRESHMT	-	1,000	7,130	1,000	
551010 AUDIO VISUAL SUPPLIES	579	-	1,452	-	
558004 MAGAZINES/SUBSCRIPTS/PUB	-	200	-	-	
558011 FLOWERS & FLAGS	3,680	4,500	1,000	4,500	
558012 BADGES, EMBLEMS, TROPHIES, MEDALL	188	750	188	750	
558019 PROMOTIONAL MATERIALS	1,961	2,000	-	500	
571001 IN STATE CONFERENCES	-	1,000	-	500	
573000 DUES AND MEMBERSHIPS	35	85	-	85	
577000 VETERANS BENEFITS	427,794	525,600	351,036	525,600	
585017 SOFTWARE	249	300	698	200	
HHS - VETERANS SERVICES OM TOTAL	520,233	636,135	362,708	608,435	-4.4%
HHS - VETERANS SERVICES PS					
511000 SALARIES	143,371	132,745	90,894	130,348	
513000 OVERTIME	808	900	179	900	
515006 HOLIDAYS NON-UNION	-	-	-	314	
515011 HOLIDAYS - S.M.E.A.	-	-	-	186	
519004 UNIFORM ALLOWANCE	350	350	350	350	
HHS - VETERANS SERVICES PS TOTAL	144,529	133,995	91,423	132,098	-1.4%
HHS - VETERANS SERVICES TOTAL	664,761	770,130	454,131	740,533	-3.8%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
HHS: Veterans Services	Non-Union	DIRECTOR OF VETERANS SER...	1,569.23	81,913.85	1	82,227.69
HHS: Veterans Services	SMEA B	PRINCIPAL CLERK	927.86	48,434.07	1	48,969.64

City of **Somerville**

City of Somerville, MA FY21 Budget



Libraries

City of Somerville FY21 Budget

Mission Statement

The Somerville Public Library is dedicated to providing services, materials, and space that meet the educational, cultural, recreational, and informational needs of all people in the community. From introducing libraries to young children and their families, to supporting their needs in school, through meeting their educational and recreational needs as adults, the Library and its information professionals support information literacy and 21st century library skills, life-long learning, freedom of information, and the reading, listening, viewing, and technology needs and enjoyment of the community.

Changes from FY20

Personal Services are projected 2.3% higher than FY20. This reflects:

- 28% increase in Salaries to accommodate pay increases for collective bargaining members,
- 50% decrease in funding for vacant Deputy Library Director position,
- 25% decrease in funding for vacant Librarian III West Branch position,
- 16% decrease in Overtime to represent 15 weeks of Central closing at 1pm on Saturdays, instead of 5pm; and Central remaining closed on Sundays for 5 additional weeks past Labor Day.,
- Salary & Wages Temporary reduced by 24% minimal need for part-time staff due to reduction of services being offered while library facilities remain closed.,
- 6% decrease in Shift Differential to reflect the anticipated reduction in hours of services at Library locations throughout the summer.

Ordinary Maintenance is proposed 1.2% higher than FY20. This reflects increases in costs as well as the utilization of MBLC State Aid to bridge gaps as needed:

- \$14,700 increase in Online Subscriptions as patrons increasingly utilize online resources
- 100% decrease for Educational Supplies [To be funded from Library State Aid Grant]
- 100% decrease in Office Supplies [To be funded from Library State Aid Grant]
- 100% decrease in Book Theft System [To be funded from Library State Aid Grant]
- 19% decrease in Internet Maintenance [To be funded from Library State Aid Grant]

List of Personnel vacancies

Deputy Library Director - Vacant as of March 2020, funded 50%

Lib III West Branch Head - Vacant as of November 2019, funded 75%

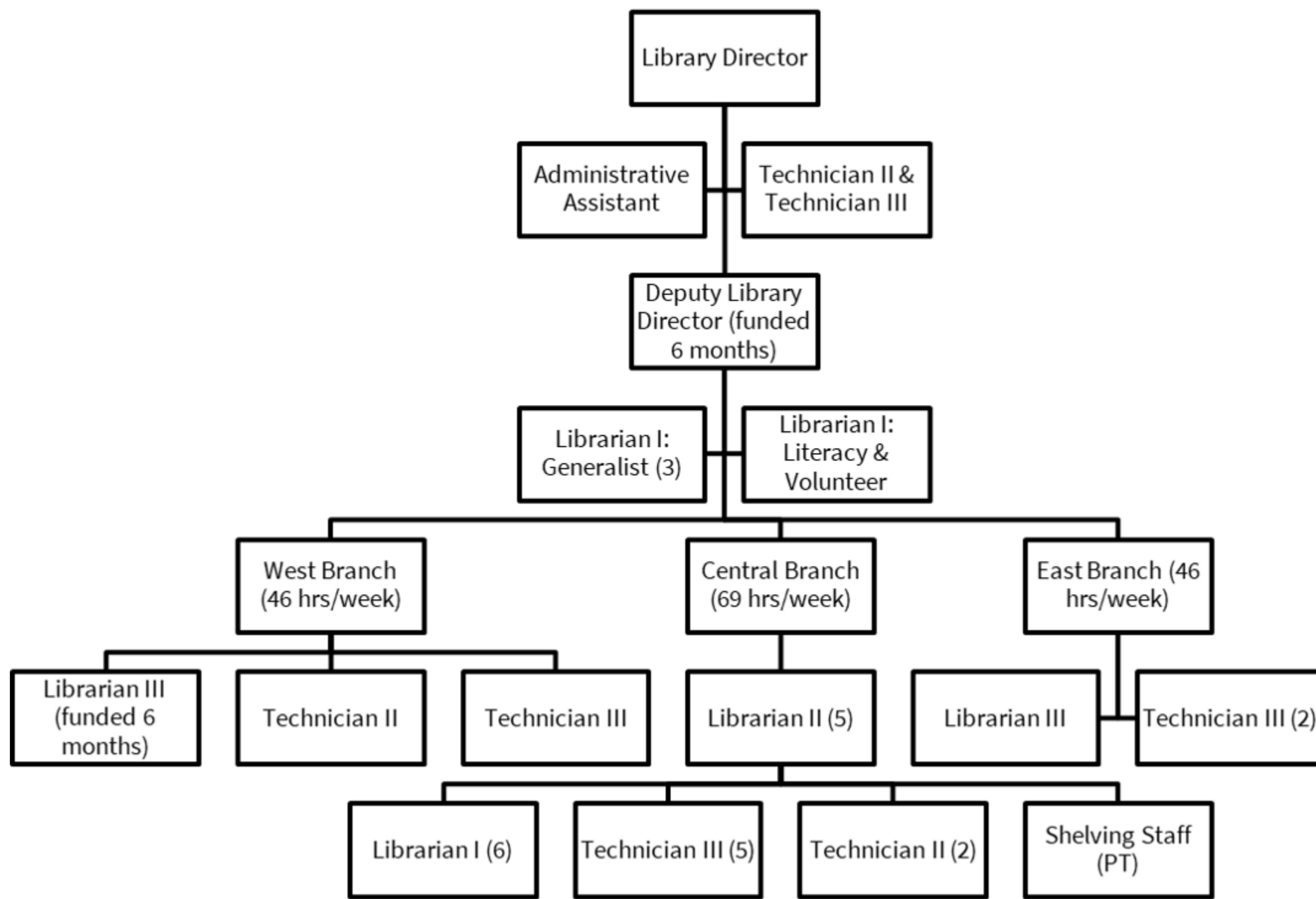
Lib II Teen Librarian - Vacant as of November 2020, funded 100%

Tech III - Library First Assistant - Vacant as of May 2020, funded 100%

FY21 Budget Proposal

LIBRARIES	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
LIBRARIES OM					
527019 RENTAL-WATER COOLER	767	1,200	265	1,100	
530000 PROFESSIONAL & TECHNICAL SVC	63,811	67,500	65,826	66,000	
534003 POSTAGE	1,011	1,300	1,356	1,150	
534009 INTERNET MAINTENANCE	3,859	6,175	2,343	5,021	
538007 MICROFILMING	576	600	531	595	
542000 OFFICE SUPPLIES	4,979	6,000	3,610	-	
542001 PRINTING & STATIONERY	445	600	397	500	
542004 COMPUTER SUPPLIES	11,411	19,900	16,719	19,900	
542006 OFFICE FURNITURE NOT CAPITALIZ	772	-	272	-	
549000 FOOD SUPPLIES & REFRESHMT	1,894	1,500	1,542	1,500	
551000 EDUCATIONAL SUPPLIES	2,272	2,500	840	-	
551004 BOOKS	123,842	124,000	78,062	124,000	
551010 AUDIO VISUAL SUPPLIES	31,186	32,000	25,003	36,645	
551012 MUSIC SUPPLIES/INSTRUMENT	5,667	6,500	3,047	5,650	
558002 ONLINE SUBSCRIPTION	98,273	111,000	122,536	125,704	
558004 MAGAZINES/SUBSCRIPTS/PUB	17,482	21,000	16,077	21,000	
558009 BOOK THEFT SYSTEM	836	1,400	1,394	-	
571000 IN STATE TRAVEL	170	350	10	350	
571001 IN STATE CONFERENCES	1,775	1,500	-	1,500	
572000 OUT OF STATE TRAVEL	2,422	2,500	2,436	2,500	
573000 DUES AND MEMBERSHIPS	390	700	375	375	
585014 COMPUTER EQUIPMENT	-	32,630	29,536	32,652	
LIBRARIES OM TOTAL	373,841	440,855	372,175	446,142	1.2%
LIBRARIES PS					
511000 SALARIES	1,732,220	1,814,348	1,421,565	1,818,455	
512000 SALARIES & WAGES TEMPOR'Y	125,420	140,000	103,444	106,967	
513000 OVERTIME	129,169	140,000	102,168	117,677	
514004 SHIFT DIFFERENTIALS	32,259	41,262	27,811	38,727	
514006 LONGEVITY	25,525	29,975	13,950	26,925	
514008 OUT OF GRADE	1,372	-	6,938	-	
515006 HOLIDAYS NON-UNION	-	-	-	432	
515011 HOLIDAYS - S.M.E.A.	-	-	-	6,213	
515012 PERFECT ATTENDANCE	3,900	-	1,800	-	
519004 UNIFORM ALLOWANCE	10,500	10,850	10,500	10,850	
LIBRARIES PS TOTAL	2,060,365	2,176,435	1,688,176	2,126,246	-2.3%
LIBRARIES TOTAL	2,434,205	2,617,290	2,060,351	2,572,388	-1.7%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Libraries	Non-Union	DIRECTOR OF LIBRARIES	2,157.69	112,631.54	1	113,063.08
Libraries	SMEA B	BRANCH LIBRARIAN	1,203.95	62,846.04	1	65,916.76
Libraries	SMEA B	LIBRARIAN II	1,122.32	58,585.29	1	65,070.52
Libraries	SMEA B	ADMIN SMEA B	1,165.70	60,849.46	1	62,889.72
Libraries	SMEA B	LIBRARIAN II	1,122.32	58,585.29	1	62,812.66
Libraries	SMEA B	LIBRARIAN II	1,122.32	58,585.29	1	62,812.66
Libraries	SMEA B	LIBRARIAN II	1,122.32	58,585.29	1	61,762.66
Libraries	SMEA B	LIBRARIAN II	1,122.32	58,585.29	1	60,812.66
Libraries	SMEA B	LIBRARIAN II	1,111.21	58,005.24	1	59,966.49
Libraries	SMEA B	LIBRARIAN I	1,061.40	55,405.17	1	58,844.20
Libraries	SMEA B	LIBRARIAN I	1,061.40	55,405.17	1	57,794.20
Libraries	SMEA B	LIBRARY FIRST ASSISTANT	1,020.00	53,243.80	1	57,322.80
Libraries	SMEA B	LIBRARY FIRST ASSISTANT	1,020.00	53,243.80	1	57,322.80

City of **Somerville**

City of Somerville, MA FY21 Budget



Parks & Recreation

City of Somerville FY21 Budget

Mission Statement

The Parks & Recreation department operates year-round programs throughout the City's public facilities, playgrounds, schoolyards, and various other locations to promote positive and healthy activities for all members of the Somerville community.

Changes from FY20

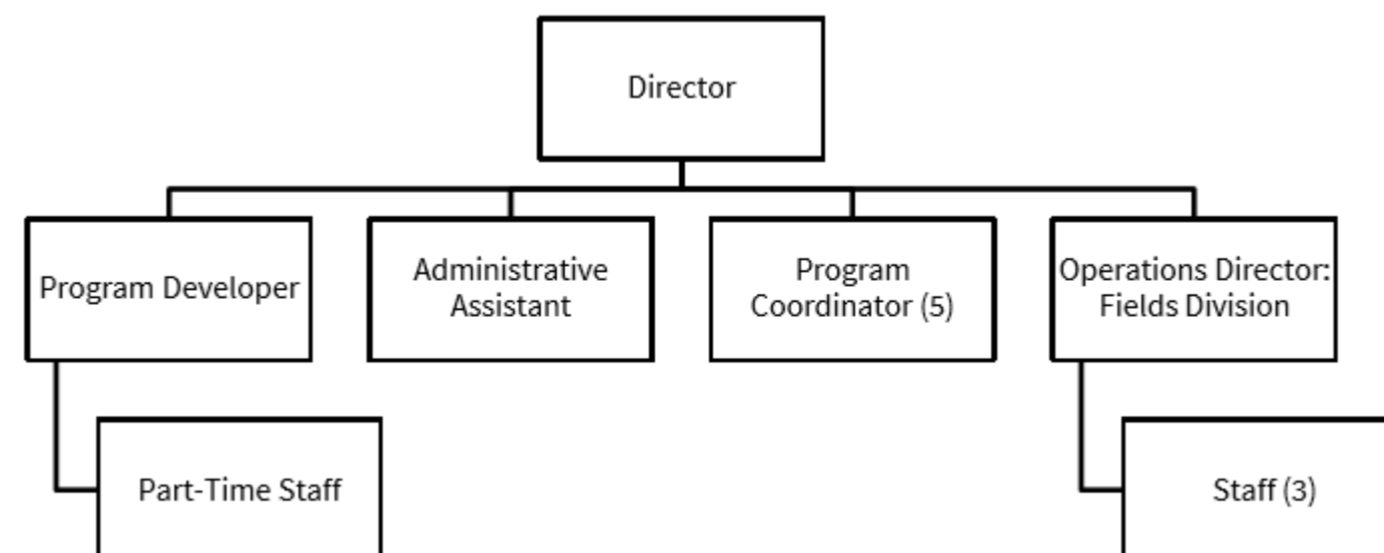
The proposed FY21 Parks & Recreation budget includes a 0.9% increase in **Personal Services** due to collective bargaining agreements, as well as a 17.1% increase to **Ordinary Maintenance** in order to meet the following goals:

This year in Parks & Recreation, we will be taking over the middle school intramural program, including OST Coordination into programming, getting rolling with a fully staffed fields crew, and completing the Kennedy Pool renovation (90% complete) with the new filter being installed June.

FY21 Budget Proposal

PARKS & RECREATION	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
PARKS & RECREATION OM					
521005 OIL	370	1,000	-	1,000	
524001 R&M - BUILDINGS & GROUNDS	38,818	40,000	-	10,000	
524003 R&M - VEHICLES	-	2,000	-	2,000	
524007 R&M - OFFICE EQUIPMENT	586	1,250	1,716	2,000	
527002 RENTAL-BUILDINGS SCHOOL	4,981	10,000	6,205	37,500	
527019 RENTAL-WATER COOLER	219	-	369	-	
527020 RENTAL- EQUIPMENT	-	-	9,359	-	
530000 PROFESSIONAL & TECHNICAL SVC	66,787	88,300	82,842	110,000	
530023 STAFF DEVELOPMENT	1,801	6,000	999	4,000	
535003 RECREATION - ADMISSION FEES	4,313	2,000	5,793	5,000	
535005 RECREATION - TRANSPORTATION	3,000	4,000	5,113	4,000	
542000 OFFICE SUPPLIES	2,499	4,000	1,147	4,000	
542001 PRINTING & STATIONERY	4,659	22,500	9,994	25,000	
545000 CUSTODIAL & MAINT SUPPLIES	1,981	2,000	-	1,000	
549000 FOOD SUPPLIES & REFRESHMT	1,121	2,500	3,010	2,500	
550000 MEDICAL & DENTAL SUPPLIES	3,279	3,000	-	5,500	
551006 ATHLETIC SUPPLIES	37,478	43,500	13,293	43,500	
558005 RECREATION SUPPLIES	16,141	20,000	11,448	20,000	
558006 UNIFORMS	29,960	35,000	35,285	65,000	
563200 DCR-BOAT HOUSE	-	34,000	34,000	34,000	
573000 DUES AND MEMBERSHIPS	270	500	-	500	
PARKS & RECREATION OM TOTAL	218,263	321,550	220,572	376,500	17.1%
PARKS & RECREATION PS					
511000 SALARIES	525,598	511,017	431,983	529,747	
512000 SALARIES & WAGES TEMPOR'Y	278,101	395,896	313,182	395,896	
513000 OVERTIME	3,274	750	3,050	750	
514006 LONGEVITY	2,050	1,850	1,075	1,850	
515006 HOLIDAYS NON-UNION	-	-	-	1,505	
515011 HOLIDAYS - S.M.E.A.	-	-	-	665	
515012 PERFECT ATTENDANCE	1,000	-	1,000	-	
519004 UNIFORM ALLOWANCE	350	350	350	350	
519013 OTHER LUMP SUM PAYMENTS	5,560	-	26,716	-	
519104 SALARY STIPEND	20,000	12,500	6,250	-	
PARKS & RECREATION PS TOTAL	835,933	922,363	783,606	930,763	0.9%
PARKS & RECREATION TOTAL	1,054,196	1,243,913	1,004,178	1,307,263	5.1%

Departmental Organization



FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Parks & Rec	SMEAD	Program Developer	2,123.65	110,854.46	1	111,879.19
Parks & Rec	Non-Union	Parks & Recreation Director	2,335.56	121,916.00	0.7	85,668.18
Parks & Rec	SMEAB	Administrative Assisant	1,201.02	62,693.26	1	64,533.46
Parks & Rec	Non-Union	Program Coordinator	1,082.85	56,524.69	1	56,741.26
Parks & Rec	Non-Union	Program Coordinator	1,082.85	56,524.69	1	56,741.26
Parks & Rec	Non-Union	Program Coordinator	1,061.62	55,416.36	1	55,628.69
Parks & Rec	Non-Union	Program Coordinator	980.77	51,196.15	1	51,392.31
Parks & Rec	Non-Union	Program Coordinator	980.77	51,196.15	1	51,392.31

City of **Somerville**

City of Somerville, MA FY21 Budget



Parks & Recreation: Fields Maintenance

City of Somerville FY21 Budget

Mission Statement

The Field Maintenance Division is responsible for maintenance and upkeep of the City's many athletic fields from the ground up. Field Maintenance ensures proper soil health and composition, care for the City's synthetic turf fields, as well as long-term improvements to all playing surfaces.

Changes from FY20

There are no substantive changes to Fields Maintenance for FY21.

An increase of 12% in **Personal Services** is due to having a fully-staffed fields crew for the first full fiscal year and a 2.1% decrease in **Ordinary Maintenance** reflects reductions in Repair and Supplies lines.

FY21 Budget Proposal

P&R - FIELDS MAINTENANCE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
P&R - FIELDS MAINTENANCE OM TOTAL					
524002 R&M - REC FACIL/PARKS/PLAYGRND	7,238	25,000	8,550	25,000	
524013 R&M - TOOLS & EQUIPMENT	-	7,000	111	7,000	
524017 R&M - OTHER EQUIPMENT	-	10,000	-	10,000	
524031 REPAIRS TO PARK LIGHTING	9,990	20,500	-	15,500	
530000 PROFESSIONAL & TECHNICAL SVC	123,669	226,400	71,860	226,400	
542000 OFFICE SUPPLIES	-	1,700	-	1,700	
543007 PAINT	-	10,000	-	10,000	
546000 GROUNDSKEEPING SUPPLIES	24,122	30,000	13,526	25,000	
546003 LOAM,SOD,FERTILIZER	-	30,000	5,598	25,000	
558006 UNIFORMS	-	5,000	4,590	5,000	
571000 IN STATE TRAVEL	775	800	1,881	8,000	
P&R - FIELDS MAINTENANCE OM TOTAL	165,794	366,400	106,115	358,600	-2.1%
P&R - FIELDS MAINTENANCE PS					
511000 SALARIES	82,821	217,548	141,674	248,678	
513000 OVERTIME	-	50,000	-	50,000	
514006 LONGEVITY	-	-	-	500	
514015 OTHER DIFFERENTIALS	-	6,064	5,343	6,390	
515006 HOLIDAYS NON-UNION	-	-	-	314	
515011 HOLIDAYS - S.M.E.A.	-	-	-	639	
519004 UNIFORM ALLOWANCE	-	1,050	-	1,050	
P&R - FIELDS MAINTENANCE PS TOTAL	82,821	274,662	147,017	307,571	12.0%
P&R - FIELDS MAINTENANCE TOTAL	248,615	641,062	253,132	666,171	3.9%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Parks & Rec: Fields	Non-Union	OPERATIONS DIRECTOR	1,569.23	81,913.85	1	82,227.69
Parks & Rec: Fields	SMEA B	REC FIELDS FOREMAN	1,154.12	60,245.02	1	63,134.09
Parks & Rec: Fields	SMEA B	REC FIELDS LABORER	1,020.29	53,259.36	1	55,854.01
Parks & Rec: Fields	SMEA B	REC FIELDS LABORER	1,020.29	53,259.36	1	55,854.01

City of **Somerville**

City of Somerville, MA FY21 Budget



DPW: Administration

City of Somerville FY21 Budget

Mission Statement

To maintain city-wide vehicle fleet including Police, Fire, DPW, and all City departments, refuse removal, environmental improvement programs, public buildings and grounds, parks and playgrounds, snow removal, open spaces, and school custodial services. The DPW Administration team oversees all personnel and financial matters related to the department. snow removal, open spaces, and school custodial services. The DPW Administration team oversees all personnel and financial matters related to the department.

Changes from FY20

The FY21 budget proposal includes a 3.7% increase to **Personal Services**. This is due to changes in salaries for union employees based on collective bargaining agreements. There are currently no vacancies in this division.

The **Ordinary Maintenance** budget has been reduced by nearly \$200k based on projected year end actuals and to align with prior year spending.

FY21 Budget Proposal

DPW - ADMINISTRATION	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - ADMINISTRATION OM					
524000 REPAIRS AND MAINTENANCE	1,968	62,500	16,662	62,500	
524034 R&M - SERVICE CONTRACTS	1,610	2,200	1,114	2,200	
527006 LEASE - PHOTOCOPIER EQUIPMENT	1,518	3,000	785	3,000	
527018 POSTAGE MACHINE RENTAL	516	1,200	516	1,200	
527019 RENTAL-WATER COOLER	699	500	150	500	
529007 HAZARDOUS WASTE REMOVAL	86,296	170,000	69,933	140,000	
530000 PROFESSIONAL & TECHNICAL SVC	171,983	238,500	118,535	121,400	
530008 EMPLOYEE TRAINING COURSES	3,534	5,000	240	5,000	
530011 ADVERTISING	-	500	-	500	
530018 POLICE DETAIL	31,679	28,000	1,780	13,000	
530020 FIRE DETAIL	8,688	2,500	160	2,500	
534003 POSTAGE	3,200	3,500	-	3,500	
542000 OFFICE SUPPLIES	6,214	6,000	2,858	6,000	
542001 PRINTING & STATIONERY	-	1,000	380	1,000	
542005 OFFICE EQUIPMENT NOT CAPITALIZ	1,383	-	-	-	
548001 MOTOR GAS AND OIL	316,577	350,000	273,008	325,000	
553001 SIGNS AND CONES	10,149	25,000	7,806	10,000	
558003 PUBLIC SAFETY SUPPLIES	9,391	10,000	8,025	10,000	
573000 DUES AND MEMBERSHIPS	555	2,000	175	2,000	
578007 REIMB OF LICENSES	2,188	-	921	2,500	
DPW - ADMINISTRATION OM TOTAL	658,149	911,400	503,047	711,800	-21.9%
DPW - ADMINISTRATION PS					
511000 SALARIES	635,216	667,495	440,298	690,129	
513000 OVERTIME	17,607	11,000	5,980	11,275	
514006 LONGEVITY	3,350	3,650	1,850	3,725	
514008 OUT OF GRADE	-	2,765	364	2,765	
515006 HOLIDAYS NON-UNION	-	-	-	1,601	
515011 HOLIDAYS - S.M.E.A.	-	-	-	1,044	
519004 UNIFORM ALLOWANCE	1,750	1,750	1,750	1,750	
519013 OTHER LUMP SUM PAYMENTS	24,032	-	36,759	-	
DPW - ADMINISTRATION PS TOTAL	681,955	686,660	487,001	712,289	3.7%
DPW - ADMINISTRATION TOTAL	1,340,104	1,598,060	990,048	1,424,089	-10.9%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
DPW: Administration	Non-Union	DPW COMMISSIONER	2,547.88	132,999.28	1	133,508.85
DPW: Administration	Non-Union	DIR OPERATIONS	2,157.69	112,631.54	1	113,063.08
DPW: Administration	Non-Union	DIR ADMN & FINANCE	1,765.38	92,153.08	1	92,506.15
DPW: Administration	Non-Union	NON UNION	1,530.59	79,896.72	1	80,202.84
DPW: Administration	SMEA B	ADMIN ASST	1,189.13	62,072.53	1	64,560.36
DPW: Administration	SMEA B	HEAD CLERK	1,081.51	56,454.92	1	57,621.22
DPW: Administration	SMEA B	HEAD CLERK	1,081.51	56,454.92	1	57,521.22
DPW: Administration	SMEA B	PC1	1,020.19	53,254.03	1	54,533.07
DPW: Administration	SMEA B	SR CLERK	846.97	44,211.61	1	44,731.00

City of Somerville, MA FY21 Budget



DPW: Buildings & Grounds

City of Somerville FY21 Budget

Mission Statement

To ensure that all public buildings and grounds are safe, clean, and welcoming to all that enter. To provide a comfortable working environment for employees, the Building and Grounds Department provides physical support, custodial and maintenance services, both inside and outside, to over 35 facilities, including eleven schools and 1.7 million square feet of city-owned property. The department also services the city's 40 parks and open spaces. Among other responsibilities, department staff ensures building safety and the optimal performance of building systems by providing preventive maintenance and repair of mechanical, HVAC, electrical, plumbing, and building security systems. The department also performs interior and exterior repairs, maintains dog parks, picks up trash and recycling, provides equipment and staging for events, and clears snow from public buildings and walkways.

Changes from FY20

The FY21 budget proposal includes a 2.0% increase to **Personal Services**. This is due to changes in salaries for union employees based on collective bargaining agreements. There are currently four vacancies in this division:

- One SHMEO, reduced by 6 weeks for FY21.
- One HMEO/PWL, reduced by 6 weeks for FY21.
- One HMEO/PWL, funded for 50% for FY21.
- Public Grounds Gardener, funded for 50% of FY21.

These reductions in position funding are based on expected hire dates.

DPW Building & Grounds **Ordinary Maintenance** budget proposes a reduction of 3.5%. Adjustments were made to right-size the budget in the amount of

\$260k in several areas such as deferral of Repair & Maintenance, HVAC, Interior/Exterior Buildings that are currently closed to the public.

Services such as Professional & Technical and Moving have also been reduced. Supply lines such as Electrical and Plumbing are anticipated to show reductions in the first quarter and therefore have also been adjusted.

In FY20 preservation of flooring, roofing and window replacements took place in several City & School Buildings which maybe postponed in FY21.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - BUILDINGS & GROUNDS					
DPW - BUILDINGS & GROUNDS OM					
521001 ELECTRICITY	2,219,883	2,839,267	1,138,860	2,953,017	
521002 NATURAL GAS	531,483	650,000	147,660	640,000	
521005 OIL	308,095	300,000	140,693	200,000	
524001 R&M - BUILDINGS & GROUNDS	23,273	100,000	5,060	75,000	
524002 R&M - REC FACIL/PARKS/PLAYGRND	66,792	102,500	32,266	102,500	
524010 R&M - HVAC	1,320,672	1,364,100	853,353	1,314,100	
524013 R&M - TOOLS & EQUIPMENT	4,609	35,000	3,680	35,000	
524018 R&M - FENCE	197,641	100,000	66,034	100,000	
524019 R&M - INTERIOR BUILDING	514,028	725,000	250,855	700,000	
524020 R&M - EXTERIOR BUILDING	121,921	250,000	158,207	240,000	
524021 R&M - FIRE ALARM	243,694	180,250	98,618	180,250	
524022 R&M - PROGRAM TIME CLOCKS	19,794	50,000	8,840	40,000	
524023 R&M - INTERCOM EQUIPMENT	-	22,000	-	12,000	
524024 R&M - ELEVATORS	51,095	100,000	34,861	100,000	
524026 R&M - ROOFING	64,096	200,000	30,831	175,000	
524027 R&M - FLOOR COVERING	189,329	150,000	92,946	140,000	
524031 REPAIRS TO PARK LIGHTING	19,948	20,000	-	20,000	
527001 RENTAL - BUILDINGS	4,910	35,000	-	30,000	
527014 RENTAL - TABLES & CHAIRS	4,760	10,000	7,837	10,000	
527015 RENTALS EQUIPMENT	46,754	40,000	35,294	30,000	
529009 ALARMS	72,225	100,000	54,316	100,000	
530000 PROFESSIONAL & TECHNICAL SVC	57,503	175,000	18,138	150,000	
538004 EXTERMINATION	41,216	75,000	32,851	65,000	
538008 MOVING SERVICES	115,605	120,000	47,646	100,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	3,312	12,000	4,417	6,000	
542012 OTH EQUIPMENT NOT CAPITALIZE	65,189	75,000	47,660	75,000	
543002 PLUMBING SUPPLIES	148,053	130,000	105,049	120,000	
543006 ELECTRICAL SUPPLIES	47,942	70,000	42,370	65,000	
543007 PAINT	19,607	26,500	12,743	26,500	
543008 GLASS	61,502	60,000	5,122	50,000	
543011 HARDWARE & SMALL TOOLS	13,587	-	6,560	-	
545000 CUSTODIAL & MAINT SUPPLIES	237,462	275,000	168,565	265,000	
546000 GROUNDSKEEPING SUPPLIES	37,681	48,000	15,684	48,000	
546003 LOAM,SOD,FERTILIZER	16,140	25,000	715	25,000	
549000 FOOD SUPPLIES & REFRESHMT	4,930	11,000	414	11,000	
553004 LUMBER & WOOD PRODUCTS	-	-	1,049	1,000	
558006 UNIFORMS	16,413	16,500	16,142	16,500	
558011 FLOWERS & FLAGS	72,823	100,000	3,981	75,000	
578009 CHRISTMAS LIGHTING	49,115	75,000	69,350	65,500	
DPW - BUILDINGS & GROUNDS OM TOTAL	7,033,084	8,667,117	3,758,667	8,361,367	-3.5%
DPW - BUILDINGS & GROUNDS PS					
511000 SALARIES	587,735	475,393	432,899	486,508	
511300 WAGES - HOURLY PERMANENT	1,144,971	1,454,433	1,016,131	1,462,992	
513000 OVERTIME	110,433	118,235	56,825	118,235	
513002 OVERTIME - LABOR	413,921	404,000	346,999	404,000	
514006 LONGEVITY	8,050	7,850	4,700	11,150	
514009 LONGEVITY-LABOR	15,744	21,525	9,850	20,975	
514010 OUT OF GRADE-LABOR	4,994	8,850	11,880	8,850	
514015 OTHER DIFFERENTIALS	56,416	76,276	63,043	72,977	
515006 HOLIDAYS NON-UNION	-	-	-	409	
515011 HOLIDAYS - S.M.E.A.	-	-	-	6,934	
515012 PERFECT ATTENDANCE	1,900	-	2,700	-	
519004 UNIFORM ALLOWANCE	11,200	12,600	9,800	11,900	
519013 OTHER LUMP SUM PAYMENTS	186,693	1,000	61,225	26,000	
DPW - BUILDINGS & GROUNDS PS TOTAL	2,542,058	2,580,162	2,016,053	2,630,930	2.0%
DPW - BUILDINGS & GROUNDS TOTAL	9,575,142	11,247,279	5,774,720	10,992,297	-2.3%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
DPW: B&G	Non-Union	ACTING SUPT BLDG&GROU...	2,040.78	106,528.96	1	131,937.11
DPW: B&G	SMEA A	PV PUBLIC BLDG FOREMAN	1,705.21	89,011.93	1	95,813.39
DPW: B&G	SMEA A	PUBLIC BLDG FOREMAN	1,705.21	89,011.93	1	95,013.39
DPW: B&G	SMEA B	DPW FOREMAN B&G	1,225.51	63,971.79	1	68,817.92
DPW: B&G	SMEA B	DPW FOREMAN B&G	1,225.51	63,971.79	1	68,717.92
DPW: B&G	SMEA B	WKFM3/PLUMBER/PWL	1,204.12	62,855.02	1	67,554.09
DPW: B&G	SMEA B	WKFM3 CARPENTER	1,204.12	62,855.02	1	66,704.09
DPW: B&G	SMEA B	PLUMBER	1,191.98	62,221.16	1	66,043.51
DPW: B&G	SMEA B	ELECTRICIAN	1,191.98	62,221.16	1	65,193.51
DPW: B&G	SMEA B	ELECTRICIAN	1,191.98	62,221.16	1	65,193.51
DPW: B&G	SMEA B	WKFM3	1,154.12	60,245.02	1	63,734.09
DPW: B&G	SMEA B	JR BLDG CUSTODIAN + 10%	1,099.86	57,412.73	1	62,082.42
DPW: B&G	SMEA B	JR BLDG CUSTODIAN + 10%	1,099.86	57,412.73	1	62,082.42

City of **Somerville**

City of Somerville, MA FY21 Budget



DPW: School Custodians

City of Somerville FY21 Budget

Changes from FY20

The FY21 budget proposal includes a 10.8% increase to Personal Services. This is due to changes in salaries for union employees based on collective bargaining agreements. There are currently three vacancies in this division:

- One Jr Building Custodian, reduced by 6 weeks for FY21.
- One Jr Building Custodian, funded for 75% for FY21.
- One Jr Building Custodian, funded for 50% for FY21.

These reductions in position funding are based on expected hire dates.

Ordinary Maintenance remains under contractual agreement and will reflect a 3% increase.

School custodians were instrumental and continue to be with deep cleaning and sanitizing of all City & School buildings.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - SCHOOL CUSTODIANS					
DPW - SCHOOL CUSTODIANS OM					
530000 PROFESSIONAL & TECHNICAL SVC	943,079	978,500	483,426	1,007,855	
DPW - SCHOOL CUSTODIANS OM TOTAL	943,079	978,500	483,426	1,007,855	3.0%
DPW - SCHOOL CUSTODIANS PS					
511000 SALARIES	1,787,194	1,987,474	1,440,555	2,182,418	
513000 OVERTIME	126,645	77,350	80,307	120,284	
514006 LONGEVITY	21,050	24,875	10,125	23,375	
514008 OUT OF GRADE	6,313	4,400	1,384	4,510	
514015 OTHER DIFFERENTIALS	5,201	5,254	5,391	7,120	
515004 HOLIDAYS	215	1,692	1,169	8,799	
515012 PERFECT ATTENDANCE	7,050	-	6,250	-	
519004 UNIFORM ALLOWANCE	700	700	700	700	
519013 OTHER LUMP SUM PAYMENTS	111,038	42,500	114,912	46,250	
519104 SALARY STIPEND	15,000	15,000	7,500	-	
DPW - SCHOOL CUSTODIANS PS TOTAL	2,080,405	2,159,245	1,668,292	2,393,456	10.8%
DPW - SCHOOL CUSTODIANS TOTAL	3,023,484	3,137,745	2,151,718	3,401,311	8.4%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
DPW: Custodians	SMEAD	TEMP FACILITIES SUPERVISOR	2,244.86	117,181.85	1	124,170.55
DPW: Custodians	SMEAD	ASST SUPER OF NIGHT CUST...	1,314.97	68,641.69	1	73,434.63
DPW: Custodians	School Custodians	SR CUSTODIAN 2 + 10%	1,220.42	63,705.80	1	66,449.88
DPW: Custodians	School Custodians	SR CUSTODIAN 2 + 10%	1,220.42	63,705.80	1	66,049.88
DPW: Custodians	School Custodians	SR CUSTODIAN 2 + 10%	1,220.42	63,705.80	1	65,943.97
DPW: Custodians	School Custodians	SR CUSTODIAN 2 + 10%	1,208.33	63,075.05	1	65,291.72
DPW: Custodians	School Custodians	SR CUSTODIAN 2 + 10%	1,138.30	59,419.26	1	60,896.92
DPW: Custodians	School Custodians	JR BLDG CUSTODIAN + 10%	1,089.08	56,849.74	1	59,642.56
DPW: Custodians	School Custodians	JR BLDG CUSTODIAN + 10%	1,089.08	56,849.74	1	59,567.56
DPW: Custodians	School Custodians	JR BLDG CUSTODIAN + 10%	1,089.08	56,849.74	1	59,167.56
DPW: Custodians	School Custodians	JR BLDG CUSTODIAN + 10%	1,089.08	56,849.74	1	59,167.56
DPW: Custodians	School Custodians	JR BLDG CUSTODIAN + 10%	1,089.08	56,849.74	1	59,167.56
DPW: Custodians	School Custodians	SR CUSTODIAN 1 + 10%	1,093.89	57,101.02	1	59,069.80

City of **Somerville**

City of Somerville, MA FY21 Budget



DPW: Solid Waste

City of Somerville FY21 Budget

Mission Statement

The Solid Waste Division plays an important role in maintaining a clean, healthy city through weekly curbside pickup of solid waste and recycling from residential areas, public buildings, and schools. This service is provided on a contract basis. Solid Waste also collects bulky waste items from citizens who schedule collection and pay a service fee for each item removed. As part of this program, chlorofluorocarbons (CFCs) from certain appliances are removed, and metals and electronics are recycled. These programs support the City's rodent control, cleanliness, and environmental management efforts.

Changes from FY20

DPW Sanitation **Ordinary Maintenance** increased in FY20 by an average cost of \$103.5/ton during the pandemic while residents are sheltering in place. This cost will potentially increase to \$110/Ton in FY21.

The proposed increase of \$552k in FY21 Rubbish and Recycling reflects an anticipated Waste Management increase of 2% with Trash, Recycling and Yard Waste pickup increasing by 3% which is contractual.

FY21 Budget Proposal

DPW - SANITATION	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - SANITATION OM					
529003 RUBBISH REMOVAL	1,157,278	1,350,000	857,438	1,390,000	
529006 RECYCLING	545,549	675,000	481,758	786,996	
529013 COMPOSTING	32,064	101,250	43,585	111,375	
530000 PROFESSIONAL & TECHNICAL SVC	3,233,723	3,335,548	2,455,514	3,750,000	
534003 POSTAGE	-	6,500	-	6,500	
542001 PRINTING & STATIONERY	1,021	8,000	-	10,000	
553008 RECYCLING CARTS	66,146	55,000	65,212	55,000	
558008 BENCHES & BARRELS	-	55,000	-	27,500	
558014 PHOTOGRAPHIC SUPPLIES	-	-	913	1,000	
DPW - SANITATION OM TOTAL	5,035,781	5,586,298	3,904,421	6,138,371	9.9%
DPW - SANITATION TOTAL	5,035,781	5,586,298	3,904,421	6,138,371	9.9%

City of Somerville

City of Somerville, MA FY21 Budget



DPW: Highway

City of Somerville FY21 Budget

Mission Statement

To enhance the quality of life for our diverse community. The Highway Department is dedicated to serving the city's residents through its wide range of operations, including sidewalk repairs, tree trims, pothole repairs, snow operations, electronic waste pick-ups, and many other daily services. The Highway Department also keeps our squares and streets clean and free of debris. Twenty-four hours a day, seven days a week, Highway personnel is available to address immediate safety concerns.

Changes from FY20

The FY21 budget proposal includes a 3.6% increase to **Personal Services**. This is due to changes in salaries for union employees based on collective bargaining agreements as well as modest increases to Overtime lines to account for salary changes. There are currently two vacancies in this division:

- 2 SHMEO/PWL positions reduced by 6 weeks for FY21.

Both are union positions expected to be filled quickly at the start of the fiscal year through the bid process.

The FY21 **Ordinary Maintenance** budget proposal reflects a greater than 5% budget reduction which is captured in services such as street sweeping, which was delayed in this fiscal year as a result of the pandemic as well as opportunities to right-size the budget based on prior year actuals.

FY21 Budget Proposal

DPW - HIGHWAY	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - HIGHWAY OM					
524013 R&M - TOOLS & EQUIPMENT	10,899	7,000	-	5,000	
524014 R&M - PAVING	-	90,000	-	90,000	
524018 R&M - FENCE	14,941	15,000	6,515	15,000	
524029 R&M - HIGHWAYS	-	5,000	-	5,000	
527015 RENTALS EQUIPMENT	19,773	15,000	10,831	15,000	
527016 RENTALS - VEHICLE	37,033	42,034	37,214	22,034	
529003 RUBBISH REMOVAL	175,107	160,000	111,560	140,000	
529005 CARE OF TREES	125,642	240,000	76,297	230,000	
530000 PROFESSIONAL & TECHNICAL SVC	410,344	450,000	246,115	440,000	
530008 EMPLOYEE TRAINING COURSES	2,850	5,000	1,435	5,000	
530011 ADVERTISING	162	1,000	-	1,000	
542000 OFFICE SUPPLIES	1,709	1,850	-	1,000	
542001 PRINTING & STATIONERY	4,945	5,000	2,627	5,000	
542012 OTH EQUIPMENT NOT CAPITALIZE	172	-	5,987	10,000	
543003 TOOLS	11,892	9,500	-	9,500	
543007 PAINT	4,753	5,000	42	5,000	
543011 HARDWARE & SMALL TOOLS	8,689	10,000	-	10,000	
553000 PUBLIC WORKS SUPPLIES	794	1,200	399	1,200	
553002 BITUMINOUS SUPPLIES	75,194	95,000	36,935	75,000	
553003 READY MIX CONCRETE	152,625	175,000	59,468	175,000	
553004 LUMBER & WOOD PRODUCTS	-	5,000	-	5,000	
553006 MASONRY SUPPLIES	-	5,000	-	5,000	
558006 UNIFORMS	19,078	15,000	7,946	15,000	
DPW - HIGHWAY OM TOTAL	1,076,601	1,357,584	603,370	1,284,734	-5.4%
DPW - HIGHWAY PS					
511000 SALARIES	216,739	221,727	164,211	211,052	
511300 WAGES - HOURLY PERMANENT	1,861,427	2,121,578	1,506,770	2,202,112	
513002 OVERTIME - LABOR	542,809	509,000	449,605	522,000	
514009 LONGEVITY-LABOR	25,300	29,950	12,675	32,425	
514010 OUT OF GRADE-LABOR	9,249	16,575	19,791	32,365	
514015 OTHER DIFFERENTIALS	68,478	84,991	73,607	84,831	
515006 HOLIDAYS NON-UNION	-	-	-	809	
515011 HOLIDAYS - S.M.E.A.	-	-	-	8,085	
515012 PERFECT ATTENDANCE	1,000	-	1,500	-	
519004 UNIFORM ALLOWANCE	11,900	15,400	12,250	12,950	
519013 OTHER LUMP SUM PAYMENTS	225,231	-	87,344	-	
DPW - HIGHWAY PS TOTAL	2,962,133	2,999,221	2,327,754	3,106,629	3.6%
DPW - HIGHWAY TOTAL	4,038,734	4,356,805	2,931,125	4,391,363	0.8%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
DPW: Highway	Non-Union	FLEET MANAGER	2,081.60	108,659.54	1	109,075.86
DPW: Highway	Non-Union	HIGHWAY SUPT.	1,961.54	102,392.31	1	102,784.62
DPW: Highway	SMEA A	HIGH'Y YARD FOREMAN	1,751.55	91,430.78	1	97,684.18
DPW: Highway	SMEA A	MOTOREQUIPRPMNFOREMAN	1,705.21	89,011.93	1	94,738.39
DPW: Highway	SMEA B	WKFM -WASTE COLL INSP	1,507.51	78,691.77	1	84,408.28
DPW: Highway	SMEA B	WASTE COLL INSP	1,455.69	75,986.86	1	81,589.37
DPW: Highway	SMEA B	WASTE COLL INSP	1,455.69	75,986.86	1	81,239.37
DPW: Highway	SMEA B	WKFM MTREQUIPRPMN	1,370.46	71,537.97	1	75,502.98
DPW: Highway	SMEA B	DPW FRMN	1,225.51	63,971.79	1	68,917.92
DPW: Highway	SMEA B	WKFM3\SHMEO\CEMENTFI...	1,204.12	62,855.02	1	67,554.09
DPW: Highway	SMEA B	WKFM3\SHMEOCURBSETT...	1,204.12	62,855.02	1	67,554.09
DPW: Highway	SMEA B	WKFM3\SHMEO\TREE CLI...	1,204.12	62,855.02	1	66,829.09
DPW: Highway	SMEA B	WKFM3\SHMEO\PWL	1,154.12	60,245.02	1	64,684.09

City of **Somerville**

City of Somerville, MA FY21 Budget



DPW: Electrical

City of Somerville FY21 Budget

Mission Statement

To ensure electrical systems under the Department's purview, including fire alarm pull boxes, traffic signals, street lighting, publicly displayed information systems (i.e. blue lights, traffic speed message boards, etc.), and the City's radio system are well maintained, safe, in compliance with all relevant regulations. The Department also responds to constituent requests and concerns including wire safety issues and Dig Safe compliance in a timely, courteous, and safe manner

Changes from FY20

The FY21 budget proposal includes a 2.0% decrease to **Personal Services**. This is due to changes in salaries for union employees based on collective bargaining agreements. There is currently one vacancy in this division, an Electrician position which has been funded for 75% of the year with an expected start date of 10/1/20. This reduction in position funding is based on expected hire dates and the critical need of these positions in the division.

The FY21 **Ordinary Maintenance** proposal is projected to increase 35.9%, or \$101,000. Electrical Construction in several locations require underground infrastructure to be replaced for the roadway public safety LED lights to be powered and work, reflecting an increase in budget of \$100,000 from year prior.

FY21 Budget Proposal

DPW - ELECTRICAL	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - ELECTRICAL OM					
524004 R&M - TRAFFIC CONTROL	53,318	60,000	11,319	60,000	
524006 R&M - COMMUN. EQUIP.	19,147	20,000	6,691	20,000	
524021 R&M - FIRE ALARM	39,908	40,000	1,140	40,000	
524032 R&M - LIGHTING	49,991	65,000	25,826	65,000	
530000 PROFESSIONAL & TECHNICAL SVC	50,504	75,000	70,479	175,000	
542008 BOOKS & BOOKBINDING	2,000	-	-	1,000	
543006 ELECTRICAL SUPPLIES	10,000	10,000	-	10,000	
543007 PAINT	1,499	1,500	-	1,500	
543011 HARDWARE & SMALL TOOLS	5,109	10,000	1,969	10,000	
DPW - ELECTRICAL OM TOTAL	231,475	281,500	117,424	382,500	35.9%
DPW - ELECTRICAL PS					
511000 SALARIES	-	-	-	-	
511300 WAGES - HOURLY PERMANENT	209,298	259,955	180,066	251,350	
513002 OVERTIME - LABOR	144,411	110,000	102,072	110,000	
514009 LONGEVITY-LABOR	3,150	3,825	1,975	3,700	
514010 OUT OF GRADE-LABOR	2,256	8,800	3,591	8,800	
514015 OTHER DIFFERENTIALS	7,240	10,019	7,707	10,221	
515011 HOLIDAYS - S.M.E.A.	-	-	-	786	
515012 PERFECT ATTENDANCE	900	-	500	-	
519004 UNIFORM ALLOWANCE	1,400	1,400	1,400	1,400	
519013 OTHER LUMP SUM PAYMENTS	17,061	-	27,181	-	
DPW - ELECTRICAL PS TOTAL	385,715	393,999	324,492	386,257	-2.0%
DPW - ELECTRICAL TOTAL	617,190	675,499	441,916	768,757	13.8%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
DPW: Electrical	SMEA A	PV FOREMAN	1,705.21	89,011.93	1	95,363.39
DPW: Electrical	SMEA B	WKFM ELECTRICAN	1,204.12	62,855.02	1	66,454.09
DPW: Electrical	SMEA B	SIGNAL MAINTAINER	1,020.29	53,259.36	1	56,704.01
DPW: Electrical	SMEA B	ELECTRICAN - FUNDED 7...	1,180.67	61,630.95	0.75	48,934.55

City of **Somerville**

City of Somerville, MA FY21 Budget



DPW: Fleet Management

City of Somerville FY21 Budget

Mission Statement

The Fleet Management Division is a centralized division responsible for strategic planning, acquisition, and maintenance of vehicles and large equipment to support city-wide functions. Fleet Management is responsible for the acquisition, assignment, and maintenance of approximately 400 vehicles and heavy equipment. Fleet Management maintains vehicles for 22 departments, including all emergency operations and safety vehicles, snow removal equipment, police and fire vehicles, and other departmental vehicles.

Changes from FY20

Ordinary Maintenance for the Fleet Division is proposed at a 4.2% reduction for FY21. This is due to a \$25,000 reduction in the Professional & Technical Services line.

FY21 Budget Proposal

DPW - FLEET MAINTENANCE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - FLEET MAINTENANCE OM					
524003 R&M - VEHICLES	103,835	150,000	26,962	150,000	
524013 R&M - TOOLS & EQUIPMENT	1,429	5,000	90	5,000	
530000 PROFESSIONAL & TECHNICAL SVC	-	100,000	-	75,000	
530021 TOWING	5,655	10,000	278	10,000	
530028 SOFTWARE SERVICES	15,777	31,000	8,400	31,000	
542007 COMPUTER EQUIPMENT NOT CAPITAL	-	7,000	-	7,000	
543008 GLASS	3,889	8,000	1,109	8,000	
543011 HARDWARE & SMALL TOOLS	9,472	10,000	16,716	10,000	
548004 TIRES AND TUBES	15,743	30,000	1,092	30,000	
548006 MOTOR PARTS & ACCESSORIES	215,490	250,000	88,884	250,000	
DPW - FLEET MAINTENANCE OM TOTAL	371,289	601,000	143,530	576,000	-4.2%
DPW - FLEET MAINTENANCE TOTAL	371,289	601,000	143,530	576,000	-4.2%

City of Somerville, MA FY21 Budget



DPW: Snow Removal

City of Somerville FY21 Budget

Changes from FY20

The FY21 Snow Removal budget remains unchanged from FY20.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DPW - SNOW REMOVAL					
DPW - SNOW REMOVAL OM					
529002 SNOW REMOVAL	1,725,100	1,306,688	870,652	1,306,688	
530018 POLICE DETAIL	8,034	39,338	-	39,338	
DPW - SNOW REMOVAL OM TOTAL	1,733,134	1,346,026	870,652	1,346,026	0.0%
DPW - SNOW REMOVAL TOTAL	1,733,134	1,346,026	870,652	1,346,026	0.0%

City of **Somerville**

City of Somerville, MA FY21 Budget



Debt Service

City of Somerville FY21 Budget

This allotment is to finance the debt service on all City bonds with the exception of Water, Sewer, and Ice Rink Enterprise debt issues. Funds to cover Enterprise debt service are included in the respective Enterprise Fund Budgets. Funds budgeted in the cost codes below cover debt on a wide variety of projects, including Schools, equipment, street improvements, renovations to public buildings, and improvements to the City's many recreational facilities.

PRINCIPAL ON LONG TERM DEBT

This allotment covers the cost of principal payments on the City's existing bonded debt with the exception of Enterprise debt service, which is included in their respective budgets.

PRINCIPAL ON NOTES

This allotment covers the cost of interest-only payments on the City's new Bond Anticipation Notes (BANs) with the exception of Enterprise fund BAN interest.

INTEREST

The interest the City pays on Bond Anticipation Notes and bond issues is determined primarily by market conditions, the City's credit rating, the maturity schedule of the issue, and the supply of bonds at the time of the issue. The overall market interest rates have remained near historic lows for some time and coupled with the City's strong credit rating have benefited the City with very favorable rates.

DEBT EXCLUSION

The FY21 budget proposal excludes BAN interest for the Somerville High School reconstruction project from the Proposition 2 1/2 limit. This amount is \$2,387,709 and is included in the budget below.

FY21 Budget Proposal

DEBT SERVICE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
DEBT SERVICE DEBT SERVICE					
591000 PRINCIPAL ON LNG TRM DEBT	6,812,925	7,415,624	4,445,623	8,065,554	
591500 INTEREST ON LTD	3,511,751	3,750,445	2,826,959	3,692,654	
592500 INTEREST ON NOTES-BAN	2,992,937	1,335,071	421,667	3,556,429	
593000 INTEREST ON TAX ABATEMENT	359	10,000	-	10,000	
DEBT SERVICE DEBT SERVICE TOTAL	13,317,972	12,511,140	7,694,249	15,324,637	22.5%
DEBT SERVICE TOTAL	13,317,972	12,511,140	7,694,249	15,324,637	22.5%

City of Somerville

City of Somerville, MA FY21 Budget



State Assessments

City of Somerville FY21 Budget

The Cherry Sheet is a form showing all state and county charges assessed against the City, as certified by the State Director of Accounts. The figures shown here are based on the latest version of the FY21 Cherry Sheet.

RETIRED EMPLOYEE HEALTH INSURANCE

This item is intended to reimburse the state for the costs of providing a health insurance plan for governmental retirees who were pensioned prior to the implementation of Chapter 32B by their local governmental unit. Chapter 32B enabled municipalities to establish a mechanism for group insurance for retirees. Each participating municipality is assessed for the governmental share of health insurance premiums paid on behalf of its retirees by the state. The state pays 90 percent of the total premium; the retiree's co-payment is 10 percent of the total premium as well as full payment for catastrophic illness coverage. A proportionate share of administrative expenses is also assessed to each municipality.

AIR POLLUTION CONTROL

The Department of Environmental Protection supervises six districts statewide. The Metropolitan Boston Control District, of which Somerville is a member, has a staff of 35 pollution inspectors. The Commission is empowered through the Office of the Governor and has a mandate to control air pollution through the enforcement of the Metropolitan Boston Air Pollution Control Acts.

METROPOLITAN AREA PLANNING COUNCIL

Assessments are made to municipalities to finance the Metropolitan Area Planning Council (MAPC), which serves 101 communities. The MAPC promotes urban planning, regional collaboration and responds to common urban problems of member communities.

MBTA

The Massachusetts Bay Transportation Authority (MBTA) provides bus/minibus, trackless trolley and underground subway transportation across the city. The MBTA is composed of 175 communities: the 14 original member communities of the Metropolitan Transit Authority and 161 additional communities that are receiving MBTA service. The MBTA is required to assess each community's share of the overall assessment. All communities associated with the Authority must contribute to the MBTA State and Local Assistance Fund an amount not less than \$136,026,868. Beginning in FY07, this amount is adjusted each July 1 by the rate of inflation unless the total assessment exceeds 102.5 percent of the previous year's assessment. An individual community's assessment is determined based on the following formula: each community's assessment shall equal its weighted share of the total population of the 175 communities in the MBTA. Chapter 161A of the Acts of 2000, which increased the number of communities in the MBTA from 78 to 175, also determined the share for each community in conjunction with the 2000 U.S. Census. A portion of the total MBTA assessment supports the Boston District Commission (the District), which is responsible for bonds issued by the Transportation Authority prior to the creation of the Metropolitan Transit Authority in 1947. This assessment pays for administrative costs incurred by the District and is charged to the 14 cities and towns of the Boston Metropolitan District in proportion to their share of the District's total equalized valuation. The MBTA covers the District's debt service costs.

REGISTRY OF MOTOR VEHICLES-HOLD PROGRAM

Since February 1985, the Parking Violations Bureau has implemented a provision of Massachusetts General Laws, Chapter 90, which enables the City to request that the state Registry of Motor Vehicles not renew the license and registration of an operator/owner of a motor vehicle who has two or more outstanding parking tickets. This provision is imposed after the motorist has failed to pay the parking tickets and had an opportunity for a hearing. This program has resulted in a significant decrease in the number of delinquent State Assessments payments.

EDUCATION

The primary component of this allocation is the Charter School Sending Tuition assessment which is the amount charged for Somerville students who attend charter schools. The amount is based on the number of students multiplied by the tuition rate of the charter school as calculated by the state. The other assessments contained in this allotment are for grandfathered costs for special education services (Chapter 766 of the Acts of 1972) provided by other districts for students who are state wards who reside in Somerville and school choice tuition charges (Chapter 71 of the Acts of 1993), which are for Somerville residents attending another school district under school choice.

FY21 Budget Proposal

	FY19	FY20	FY20	FY21	
STATE & COUNTY ASSESSMENTS	ACTUAL	BUDGET	THRU 4/30	PROPOSED	% CHANGE
STATE & COUNTY ASSESSMENTS					
563100 SPECIAL EDUCATION C/SHT	22,994	11,837	8,883	6,722	
564000 AIR POLLUTION CONTL DIST	26,503	28,220	21,168	28,921	
564100 METROPOLTN PLANNG COUNCIL	41,845	43,009	32,265	43,782	
564600 RMV NON-RENEWAL SURCHARGE	73,260	193,080	54,945	195,460	
565002 SCHOOL CHOICE ASSESSMENT	54,261	51,649	52,613	75,576	
565003 CHARTER SCH SENDING TUIT	7,463,872	8,822,410	6,097,911	8,581,010	
566100 MBTA ASSESSMENTS	5,309,973	5,457,694	4,093,272	5,480,540	
566200 BOSTON METRO TRANSIT	1,041	1,039	783	1,039	
STATE & COUNTY ASSESSMENTS TOTAL	12,993,749	14,608,938	10,361,840	14,413,050	-1.3%

City of Somerville

City of Somerville, MA FY21 Budget



Health Insurance, Life Insurance, & Medicare

City of Somerville FY21 Budget

This budget organization provides a centralized cost center for several employee and retiree benefits.

HEALTH INSURANCE

The City participates in the Commonwealth of Massachusetts Group Insurance Commission (GIC). The GIC offers a number of health maintenance organization (HMO), preferred provider (PPO), and indemnity health plan options to employees and retirees delivered through Tufts Health Plan, Harvard Pilgrim, and Unicare. Beginning in FY16, the City funds 80% of the premium costs for HMO and PPO plans and 75% of the premium costs for indemnity plans; the subscribers contribute 20% and 25% respectively. The budgetary item is the City's share of health insurance costs and does not represent the full cost of health insurance. The full cost of health insurance is financed through a combination of city appropriations, employee and retiree contributions, and grant reimbursements. In FY21, the City will use all of these sources to meet its obligation to fund health insurance.

MEDICARE PAYROLL TAX

Pursuant to federal law, all employees hired after April 1, 1986 are subject to a 1.45% payroll tax to pay for future Medicare coverage. The City is obligated to match this 1.45% payment.

LIFE INSURANCE Employees can elect to enroll in a \$5,000 life insurance policy offered through Boston Mutual Life Insurance where the City contributes half the cost of the premium. Additional life insurance can be purchased at the employees' expense.

FY21 Budget Proposal: Health Insurance

HEALTH INSURANCE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
HEALTH INSURANCE OM					
530000 PROFESSIONAL & TECHNICAL SVC	21,564	42,000	12,880	32,000	
578032 MEDICARE PENALTIES	206,336	257,000	153,547	201,600	
HEALTH INSURANCE OM TOTAL	227,900	299,000	166,428	233,600	-21.9%
HEALTH INSURANCE PS					
517003 HEALTH INSURANCE	-	22,903,409	-	24,081,361	
517050 GIC HEALTH OPT OUT	228,664	280,000	205,998	280,000	
517051 GIC ACTIVE-CITY	7,363,200	-	6,545,399	-	
517052 GIC ADMIN ACTIVE-CITY	26,277	-	23,153	-	
517053 GIC ACTIVE-SCHOOL	7,027,874	-	6,102,062	-	
517054 GIC ADMIN ACTIVE-SCHOOL	24,598	-	21,357	-	
517055 GIC RETIREE-CITY	4,623,608	-	3,835,298	-	
517056 GIC ADMIN RETIREE-CITY	16,183	-	13,424	-	
517057 GIC RETIREE-SCHOOL	2,827,324	-	2,422,546	-	
517058 GIC ADMIN RETIREE-SCHOOL	9,896	-	8,479	-	
517059 GIC SURV SPOUSE-CITY	225,794	-	193,060	-	
517060 GIC ADMIN SURV SPOUSE-CITY	790	-	676	-	
HEALTH INSURANCE PS TOTAL	22,374,208	23,183,409	19,371,450	24,361,361	5.1%
HEALTH INSURANCE TOTAL	22,602,108	23,482,409	19,537,878	24,594,961	4.7%

FY21 Budget Proposal: Life Insurance

LIFE INSURANCE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
LIFE INSURANCE PS					
517005 FLEX SPEND BENEFIT	11,924	20,000	12,350	20,000	
517601 LIFE INSURANCE - CITY	23,789	25,682	20,959	26,329	
517602 LIFE INSURANCE - SCHOOL	13,786	25,533	12,162	24,935	
517603 LIFE INSURANCE - CITY RETIREES	24,328	15,131	19,513	15,131	
517604 LIFE INS. - SCHOOL RETIREES	16,977	17,918	14,090	18,266	
LIFE INSURANCE PS TOTAL	90,804	104,264	79,073	104,661	0.4%
LIFE INSURANCE TOTAL	90,804	104,264	79,073	104,661	0.4%

FY21 Budget Proposal: Medicare

MEDICARE	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
MEDICARE PS					
517900 MEDICARE INSURANCE	1,962,875	1,878,287	1,696,577	2,240,770	
MEDICARE PS TOTAL	1,962,875	1,878,287	1,696,577	2,240,770	19.3%
MEDICARE TOTAL	1,962,875	1,878,287	1,696,577	2,240,770	19.3%

City of **Somerville**



Workers Compensation

City of Somerville FY21 Budget

The Workers' Compensation Division is located within the Personnel/Human Resources Department. Workers' Compensation administers benefits for all City of Somerville and Somerville Public School employees excluding public safety officials. The goal of the Workers' Compensation Division is to ensure that eligible, injured employees receive quality and timely medical services, receive timely benefits, and return to work as soon as they are capable.

Changes from FY20

Modest reductions in the Workers Compensation budget have amounted to a 3.0% reduction in FY21. Drivers include \$15,000 in deferred Employee Training Courses and \$4,000 in the Workers Compensation OM line.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
WORKERS COMPENSATION					
WORKERS COMPENSATION OM					
530000 PROFESSIONAL & TECHNICAL SVC	8,768	20,000	11,733	20,000	
530001 MEDICAL & DENTAL SERVICES	192,046	200,000	168,397	200,000	
530008 EMPLOYEE TRAINING COURSES	-	25,000	1,825	10,000	
530010 LEGAL SERVICES	30,000	30,000	5,197	30,000	
542006 OFFICE FURNITURE NOT CAPITALIZ	9,904	10,000	8,822	10,000	
550000 MEDICAL & DENTAL SUPPLIES	4,027	1,600	4,304	1,600	
558003 PUBLIC SAFETY SUPPLIES	6,296	25,000	11,251	25,000	
571000 IN STATE TRAVEL	170	1,100	41	1,100	
576000 JUDGEMENTS/SETTLEMENT OF CLAIMS	109,008	110,000	54,364	110,000	
WORKERS COMPENSATION OM TOTAL	360,218	422,700	265,933	407,700	-3.5%
WORKERS COMPENSATION PS					
511000 SALARIES	81,182	83,444	66,882	83,444	
512100 WORKERSCOMP REEMPLOY	-	20,650	-	10,500	
515006 HOLIDAYS NON-UNION	-	-	-	-	
517001 WORKER'S COMPENSATION	346,143	429,000	356,748	425,000	
WORKERS COMPENSATION PS TOTAL	427,326	533,094	423,629	518,944	-2.7%
WORKERS COMPENSATION TOTAL	787,544	955,794	689,562	926,644	-3.0%

FY21 Positions Listing

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)
Workers Compensation	Non-Union	MANAGER EMPLOYEE SAFETY & TRAINING	1,592.42	83,124.54	1	83,443.03

City of **Somerville**

City of Somerville, MA FY21 Budget



Unemployment Compensation

City of Somerville FY21 Budget

In Chapter 720 of the Acts of 1977, the Massachusetts Legislature extended unemployment compensation to eligible state and local government employees. The City provides a reimbursement method of payment to the Department of Labor and Workforce Development. This allotment also provides funds for disability insurance for non-union employees who suffer long-term, disabling injuries or illnesses as well as certain other contractually required coverage.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
UNEMPLOYMENT COMPENSATION					
UNEMPLOYMENT COMP PS					
517002 UNEMPLOYMENT INSURANCE	69,189	136,591	36,782	143,421	
UNEMPLOYMENT COMP PS TOTAL	69,189	136,591	36,782	143,421	5.0%
UNEMPLOYMENT COMP TOTAL	69,189	136,591	36,782	143,421	5.0%

City of **Somerville**

City of Somerville, MA FY21 Budget



Pensions

City of Somerville FY21 Budget

The Somerville Retirement System is one of 105 contributory retirement systems for public employees in Massachusetts. A Retirement Board governs each system, and all boards, although operating independently, are bound together under one Retirement Law, Chapter 32 of the Massachusetts General Laws. Chapter 32 establishes benefits, contribution requirements, and an accounting and funds structure for all systems. The Somerville Retirement Board is the Administrator of the Somerville Retirement System. The Public Employee Retirement Administration Commission (PERAC) is the state regulatory authority that oversees all retirement systems in the Commonwealth.

PERAC is required by Chapter 32 to oversee an actuarial valuation of each retirement system every three years. Actuarial funding determines the annual cost to fund a retirement system's cost of benefits that accrue during the current year (normal cost) as well as the costs associated with any past service liability (unfunded actuarial accrued liability). The funding schedule derived from the actuarial valuation determines the series of payments to pay the annual normal cost as well as to amortize the unfunded accrued liability over a period of years. In accordance with Chapter 32, each retirement system's unfunded accrued liability must be fully paid off by 2040. The City is required to pay into the Retirement System the actuarially determined contribution. The budgeted appropriation is the actuarially determined contribution for FY19.

The Non-Contributory Pension Appropriation funds the pension costs for city retirees predating the adoption of Chapter 32 and for special situations requiring home-rule exemption from Chapter 32.

FY21 Budget Proposal

PENSIONS	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
PENSIONS PS					
517004 RETIREMENT FUND	14,364,292	14,273,369	14,273,369	14,854,185	
PENSIONS PS TOTAL	14,364,292	14,273,369	14,273,369	14,854,185	4.1%
PENSIONS OM					
578020 PENSIONS/NON-CONTRIBUTORY	108,112	99,706	71,903	82,200	
PENSIONS OM TOTAL	108,112	99,706	71,903	82,200	-17.6%
PENSIONS TOTAL	14,472,404	14,373,075	14,345,272	14,936,385	3.9%

City of Somerville

City of Somerville, MA FY21 Budget



Salary Contingency

City of Somerville FY21 Budget

The Salary Contingency funds collective bargaining agreement settlements, salary adjustments not budgeted in departmental accounts, cost of-living allowances, staffing for temporary vacancies, and benefits for both union and non-union employees. Some of the most common benefits are sick-leave buybacks, vacation payouts, and perfect attendance allowances. The City also maintains a Wage and Salary Stabilization Fund for similar purposes.

FY21 Budget Proposal

	FY19	FY20	FY21	%
SALARY CONTINGENCY	ACTUAL	BUDGET	PROPOSED	CHANGE
511000 SALARIES	21,881	2,464,955	1,900,000	
515012 PERFECT ATTENDANCE	-	82,000	82,000	
519005 SICK LEAVE BUYBACK	3,136	53,045	53,045	
SALARY CONTINGENCY TOTAL	25,017	2,600,000	2,035,045	-21.7%

City of **Somerville**

City of Somerville, MA FY21 Budget



Damages & Building Insurance

City of Somerville FY21 Budget

The City appropriates money to a “Damages to Persons and Property” account to fund any potential unforeseen litigation settlements. The City’s Law Department represents the City in all pending and newly filed litigation matters. The Department has successfully minimized the amount of judgments and settlements in negligence cases and contract actions. The City holds an insurance policy on its buildings as well.

FY21 Budget Proposal

	FY19 ACTUAL	FY20 BUDGET	FY20 THRU 4/30	FY21 PROPOSED	% CHANGE
OTHER					
574001 BUILDING INSURANCE	442,240	488,000	457,570	699,500	
576000 JUDGEMENTS/SETTLEMENT OF CLAIMS	5,424,330	175,000	1,662,709	175,000	
DAMAGES & BUILDING INSURANCE TOTAL	5,866,570	663,000	2,120,279	874,500	31.9%

City of **Somerville**

City of Somerville, MA FY21 Budget



Revolving Funds

City of Somerville FY21 Budget

A departmental revolving fund is a place to set aside revenue received, through fees and charges, for providing a specific service or program. The revenue pool is, in turn, a source of funds available to use by a department without further appropriation to support the particular service or program. Most frequently, cities and towns create general departmental revolving funds under M.G.L. Ch. 44 Sec. 53E½. The fund is created with an initial Board of Aldermen authorization that identifies which department's receipts are to be credited to the revolving fund and specifies the program or purposes for which money may be spent. It designates the department, board or official with authority to expend the funds and places a limit on the total amount of the annual expenditure. To continue the revolving fund in subsequent years, annual approval of a similar article is necessary. Managers are also required, each year, to report on the fund and program activities.

Under Sec. 53E½, any expenditure from a revolving fund is restricted to the then current fund balance or to the authorized spending limit. If a revolving fund balance remains after total spending has reached the authorized limit, the balance carries over to the next fiscal year. Interest that accrues on a revolving fund balance under Sec. 53E½ reverts to the general fund. However, if the revolving fund is not reauthorized, any remaining balance closes to free cash, unless it is transferred by the legislative body to another revolving fund.

FY21 Revolving Fund Expenditure Caps

Revolving Fund	Spending Cap	Department
Planning & Zoning	75,000	OSPCD - P&Z
Council on Aging	160,000	HHS - Council on Aging
Dedication Sign Account	2,500	Parking
SomerTime Revolving	100,000	Parks & Recreation
Mobile Farmer's Market	45,000	Health & Human Services
Special events	10,000	DPW
Community Gardens	2,000	OSPCD
Nibble Kitchen	125,000	Arts Council

City of Somerville, MA FY21 Budget



Cable Television PEG Access Fund

City of Somerville FY21 Budget

FUNDING SOURCE: The Cable Television PEG Access Fund (Formerly Cable/Telco Revolving) is funded by cable franchise fees provided to the City of Somerville as provided by the Cable Franchise Agreements with RCN and Comcast as stipulated by the federal Cable Communications Policy Act.

ESTABLISHED PURPOSE: Payment of salaries, professional and technical services, and equipment for the following purposes: Produce content, program, and administer the City's two municipal cable television channels and related media (YouTube and LiveStreaming); regulate the license agreements with COMCAST and RCN.

RECEIPTS CREDITED: Cable Franchise Fees

AUTHORIZED OFFICER: Director of Communications

FY21 Budget Proposal

	FY20	FY21	% CHANGE
511000 - Salaries	\$209,588.08	\$209,588.08	
512000 - Salaries and temp wages	\$45,360.00	\$35,360.00	
513000 - Overtime	\$9,750.00	\$4,875.00	
515000 - Fringe Benefits	\$38,348.10	\$38,348.10	
Subtotal Personal Services	\$303,046.18	\$288,171.18	-4.91%
524000 - R & M Equip	\$24,950.00	\$24,950.00	0.00%
527019 - Water	\$120.00	\$120.00	
530000 - Prof & Tech Svc	\$12,355.00	\$9,400.00	
530008 - Employee Training Courses	\$2,560.00	\$0.00	
530010 - Legal Svc	\$10,000.00	\$10,000.00	
530011 - Advertising	\$600.00	\$600.00	
534003 - Postage	\$150.00	\$150.00	
534006 - Express/Freight	\$300.00	\$300.00	
534011 - Licensing Fees	\$4,000.00	\$4,000.00	
542000 - Office Supplies	\$900.00	\$800.00	
542001 - Printing & Stationery	\$1,620.00	\$800.00	
551010 - A/V Supplies	\$9,800.00	\$8,800.00	
571000 - In State Travel	\$300.00	\$300.00	
573000 - Dues & Memberships	\$400.00	\$400.00	
Subtotal Ordinary Maintenance	\$68,055.00	\$60,620.00	-10.92%
Total PEG Access	\$371,101.18	\$348,791.18	-6.01%

Department	Union	Position Title	Weekly Base (\$)	FY21 Base (\$)	GF FTE	Total Compensation (\$)

City of **Somerville**

City of Somerville, MA FY21 Budget



Special Revenue Fund: Community Preservation Act

City of Somerville FY21 Budget

The Community Preservation Act (CPA) Fund was established after the voters of Somerville overwhelmingly adopted the CPA (M.G.L. Ch. 44b) in November 2012. The CPA creates a dedicated funding source for the City to invest in affordable housing, historic preservation, and open space and recreational land projects. Since 2015, over \$26 million has been awarded to 79 projects. Key annual revenue sources for the Fund include a 1.5% surcharge on net property taxes, optional discretionary appropriations into the Fund by the City, and matching funds from the state. State matching funds are distributed in November of each year and match total local funding (surcharge revenue and City appropriation) for the previous fiscal year. Somerville will receive its seventh distribution in FY21, which will match FY20 local revenue. The estimated state match of FY21 revenue is \$273,184 which will bring the total state funds received to date to \$3.72 million. This will be the first year that CPA funds will go towards debt service for the \$2.5 million bond issued for the West Branch Library.

The Community Preservation Committee is responsible for implementing the CPA in Somerville, by working with the community to establish priorities for how CPA funding should be spent and making recommendations to the City Council for specific projects to receive funding. The Committee also submits an annual budget to the City Council which is determined in part by the enabling state CPA legislation. The legislation allows communities to devote up to 5% of estimated annual CPA revenue to the administrative and operating expenses of the Committee and requires communities to devote a minimum of 10% of estimated annual CPA revenue to each funding category: affordable housing, historic resources, and open space and recreational land. The Community Preservation

Committee is recommending these minimums be increased to 50% for affordable housing, 15% for historic resources, and 20% for open space/recreational land.

FY21 Budget Proposal

Special Revenue: Community Preservation Act

FY21 BUDGET:

COMMUNITY PRESERVATION ACT FUND		FY21 BUDGET	
ESTIMATED NEW FY21 REVENUE			
Surcharge revenue	1,971,394		
State match of previous year's local revenue	220,796		
TOTAL	2,192,190		
NEW APPROPRIATIONS & RESERVES			
Admin and Operating Expenses of Committee (5% of estimated revenue)	109,609	FY21 DEBT SERVICE	TOTAL AVAILABLE FOR FY21
Open Space and Recreation Reserve (20% of estimated revenue)	438,438	0	438,438
Historic Resources Reserve (15% of estimated revenue)	328,829	128,279	200,550
Community Housing Reserve (50% of estimated revenue)	1,096,095	314,500	781,595
Budgeted Reserve (10% of estimated revenue)	219,219	NA	219,219
FY20 City Appropriation	0	NA	0
TOTAL	2,192,190	442,779	1,639,802

TOTAL CPA FUNDING:

CPA FUND	FY18	FY19	FY20 THRU 4/30	FY21
TOTAL FUNDING AVAILABLE	4,053,077	2,488,260	2,466,773	2,394,945
CURRENT FISCAL YEAR REVENUE	2,669,272	2,488,260	2,466,773	2,192,190
Surcharge Revenue	1,794,507	1,953,030	1,971,394	1,971,394
City Appropriation*	500,000	100,000	0	0
State Match of Previous Year's Local Revenue	370,465	432,342	492,059	220,796
Interest	4,300	2,888	3,320	0
ROLLOVER FROM PREVIOUS FISCAL YEAR	1,383,805	0	0	202,755
APPROPRIATIONS & ENCUMBRANCES	3,645,578	2,313,785	2,540,227	552,389
Committee Admin Expenses (up to 5% of annual revenue)	84,068	98,624	111,039	109,610
Open Space and Recreation Projects	2,203,008	71,000	622,000	0
Open Space and Recreation Debt Service	0	0	0	0
Historic Resources Projects	158,100	747,175	543,436	0
Historic Resources Debt Service	0	0	0	128,279
Community Housing Projects	1,200,402	1,396,986	951,599	0
Community Housing Debt Service	0	0	312,153	314,500

*FY21 City appropriation will be determined at the end of FY21.

PERSONNEL LIST:

POSITION	CURRENT BASE	FISCAL YEAR TOTAL	FTE	CPA TOTAL
Community Preservation Act Manager	1,569.23	82,227.70	0.80	65,782.16

City of Somerville, MA FY21 Budget