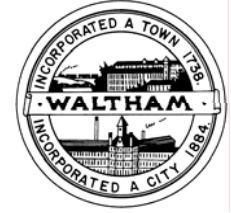


CITY OF WALTHAM



FISCAL YEAR 2010 BUDGET

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Assessors	430,822.81	437,972.57	480,982.00	241,771.92	480,982.00	542,599.00	415,344.00	415,344.00
Personnel	385,859.65	406,823.92	444,384.00	221,857.45	444,384.00	462,386.00	370,579.00	370,579.00
General	44,963.16	31,148.65	36,598.00	19,914.47	36,598.00	80,213.00	44,765.00	44,765.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
Auditors	50,929,860.72	55,404,664.16	53,394,071.00	47,594,878.55	54,604,715.00	62,370,917.00	61,990,011.00	59,063,511.00
-City Auditor	553,558.53	591,030.08	618,945.00	279,715.95	567,980.00	586,920.00	561,014.00	561,014.00
Personnel	545,975.70	581,120.28	609,085.00	277,092.52	559,210.00	578,685.00	552,979.00	552,979.00
General	6,502.83	9,909.80	9,860.00	2,623.43	8,770.00	8,235.00	8,035.00	8,035.00
Equip/Unusual	1,080.00	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Interest & Certification	4,231,722.33	2,638,497.08	2,226,542.00	1,375,739.34	2,808,521.00	1,283,262.00	1,283,262.00	1,283,262.00
Personnel	-	-	-	-	-	-	-	-
General	4,231,722.33	2,638,497.08	2,226,542.00	1,375,739.34	2,808,521.00	1,283,262.00	1,283,262.00	1,283,262.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Redemption of Bonds	5,520,000.00	5,270,000.00	4,315,000.00	1,995,000.00	5,115,000.00	6,763,638.00	6,763,638.00	6,763,638.00
Personnel	-	-	-	-	-	-	-	-
General	5,520,000.00	5,270,000.00	4,315,000.00	1,995,000.00	5,115,000.00	6,763,638.00	6,763,638.00	6,763,638.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Contributory & Non-Cont. Retirement	11,202,166.58	12,473,132.26	12,951,127.00	12,952,505.75	12,978,477.00	13,802,867.00	13,802,867.00	13,802,867.00
Personnel	-	-	-	-	-	-	-	-
General	11,202,166.58	12,473,132.26	12,951,127.00	12,952,505.75	12,978,477.00	13,802,867.00	13,802,867.00	13,802,867.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Hospital & Medical Insurance & OME	27,693,084.18	32,605,743.60	31,526,200.00	30,230,738.62	31,472,600.00	37,736,000.00	37,381,000.00	34,454,500.00
Personnel	-	-	-	-	-	-	-	-
General	27,693,084.18	32,605,743.60	31,526,200.00	30,230,738.62	31,472,600.00	37,736,000.00	37,381,000.00	34,454,500.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Group Life Ins & Social Security	220,898.77	114,193.89	117,000.00	65,905.24	117,000.00	125,000.00	125,000.00	125,000.00
Personnel	-	-	-	-	-	-	-	-
General	220,898.77	114,193.89	117,000.00	65,905.24	117,000.00	125,000.00	125,000.00	125,000.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Redemption of Bonds (Sewer/Water)	1,212,291.00	1,319,487.00	1,090,885.00	510,885.00	1,090,885.00	1,493,982.00	1,493,982.00	1,493,982.00
Personnel	-	-	-	-	-	-	-	-
General	1,212,291.00	1,319,487.00	1,090,885.00	510,885.00	1,090,885.00	1,493,982.00	1,493,982.00	1,493,982.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
-Interest & Certification (Sewer/Water)	296,139.33	392,580.25	548,372.00	184,388.65	454,252.00	579,248.00	579,248.00	579,248.00
Personnel	-	-	-	-	-	-	-	-
General	296,139.33	392,580.25	548,372.00	184,388.65	454,252.00	579,248.00	579,248.00	579,248.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
Building	2,839,352.61	2,900,878.01	2,703,753.00	1,276,768.49	2,754,728.00	3,135,623.00	2,685,263.00	2,685,263.00
-General	1,872,827.49	1,918,810.73	1,870,546.00	920,441.68	1,871,521.00	1,972,936.00	1,702,939.00	1,702,939.00
Personnel	1,421,723.89	1,479,214.73	1,531,065.00	770,312.03	1,532,040.00	1,577,455.00	1,466,039.00	1,466,039.00
General	359,301.59	389,413.99	339,481.00	150,129.65	339,481.00	377,481.00	236,900.00	236,900.00
Equip/Unusual	91,802.01	50,182.01	-	-	-	18,000.00	-	-
Special	-	-	-	-	-	-	-	-
-Utilities	966,525.12	982,067.28	833,207.00	356,326.81	883,207.00	1,162,687.00	982,324.00	982,324.00
General	966,525.12	982,067.28	833,207.00	356,326.81	883,207.00	1,162,687.00	982,324.00	982,324.00
City Clerk/Voter Registration	589,136.25	625,458.14	659,637.00	328,742.95	660,187.00	688,796.00	649,743.00	649,743.00
-Records Management	320,716.75	334,344.07	352,872.00	179,376.53	352,872.00	364,961.00	350,036.00	350,036.00
Personnel	296,943.24	305,106.63	322,522.00	162,052.53	322,522.00	334,611.00	327,486.00	327,486.00
General	23,773.51	29,237.44	30,350.00	17,324.00	30,350.00	30,350.00	22,550.00	22,550.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
-Voter Registration	268,419.50	291,114.07	306,765.00	149,366.42	307,315.00	323,835.00	299,707.00	299,707.00
Personnel	179,846.09	188,250.80	204,265.00	101,572.14	204,265.00	214,335.00	205,407.00	205,407.00
General	88,573.41	102,863.27	102,500.00	47,794.28	103,050.00	109,500.00	94,300.00	94,300.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
City Council	310,623.68	317,414.16	342,245.00	157,345.63	327,245.00	345,619.00	329,369.00	329,369.00
Personnel	248,055.78	255,067.78	260,745.00	129,071.06	260,745.00	267,069.00	267,069.00	267,069.00
General	61,952.90	62,346.38	66,500.00	28,274.57	66,500.00	63,550.00	57,300.00	57,300.00
Equip/Unusual	615.00	-	15,000.00	-	-	15,000.00	5,000.00	5,000.00
Special	-	-	-	-	-	-	-	-
Conservation Commission	62,144.85	64,823.55	75,418.00	34,181.03	75,596.74	76,559.00	57,418.00	57,418.00
Personnel	58,686.22	62,360.78	70,593.00	32,983.58	70,593.00	72,784.00	55,193.00	55,193.00
General	3,458.63	2,462.77	4,825.00	1,197.45	5,003.74	3,775.00	2,225.00	2,225.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	-	-	-	-	-	-	-	-
Consolidated Public Works	10,854,927.69	12,358,552.00	10,680,689.00	4,235,260.63	12,568,550.30	11,840,633.00	10,630,735.00	10,630,735.00
-CPW Administration	4,872,006.75	4,938,911.68	4,962,039.00	2,482,886.60	5,422,900.30	5,231,859.00	4,706,653.00	4,706,653.00
Personnel	3,576,461.13	3,734,374.54	3,815,589.00	1,962,895.95	3,999,415.30	4,103,209.00	3,682,803.00	3,682,803.00
General	1,071,367.69	981,154.34	968,450.00	464,616.70	1,245,485.00	940,650.00	835,850.00	835,850.00
Equip/Unusual	224,177.93	223,382.80	178,000.00	55,373.95	178,000.00	188,000.00	188,000.00	188,000.00
Special	-	-	-	-	-	-	-	-

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
-Snow & Ice	668,844.55	2,006,670.10	433,650.00	2,585.00	1,841,650.00	936,650.00	428,300.00	428,300.00
General	668,844.55	2,006,670.10	433,650.00	2,585.00	1,841,650.00	936,650.00	428,300.00	428,300.00
Equip/Unusual								
Special								
-Collection & Disposal of Rubbish	5,314,076.39	5,412,970.22	5,285,000.00	1,749,789.03	5,304,000.00	5,672,124.00	5,495,782.00	5,495,782.00
General								
Equip/Unusual	5,314,076.39	5,412,970.22	5,285,000.00	1,749,789.03	5,304,000.00	5,672,124.00	5,495,782.00	5,495,782.00
Special								
Board of Survey & Planning	15,861.14	16,359.12	25,700.00	8,326.23	25,700.00	25,700.00	6,900.00	6,900.00
Personnel	12,999.78	12,600.00	20,500.00	6,779.34	20,500.00	20,500.00	3,000.00	3,000.00
General	2,861.36	3,759.12	5,200.00	1,546.89	5,200.00	5,200.00	3,900.00	3,900.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Cemetery Commission	3,000.00	3,300.00	3,000.00	900.00	3,000.00	3,000.00	-	-
Personnel	3,000.00	3,300.00	3,000.00	900.00	3,000.00	3,000.00	-	-
General	-	-	-	-	-	-	-	-
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Council on Aging / Meals on Wheels	518,944.74	510,263.51	490,719.00	240,753.63	496,000.60	515,085.00	465,293.00	465,293.00
Personnel	362,815.68	347,631.57	336,594.00	186,578.88	336,985.00	356,389.00	313,345.00	313,345.00
General	156,129.06	158,054.94	154,125.00	54,174.75	159,015.60	158,696.00	151,948.00	151,948.00
Equip/Unusual	-	4,577.00	-	-	-	-	-	-
Special								
Emergency Management	83,436.51	92,231.68	99,764.00	36,313.71	99,764.00	102,729.00	78,419.00	78,419.00
Personnel	52,037.37	63,867.33	65,939.00	33,201.16	65,939.00	67,624.00	65,939.00	65,939.00
General	18,524.87	13,504.56	18,525.00	1,385.10	18,525.00	18,525.00	6,400.00	6,400.00
Equip/Unusual	5,699.27	7,859.79	8,300.00	1,461.79	8,300.00	9,580.00	6,080.00	6,080.00
Special	7,175.00	7,000.00	7,000.00	265.66	7,000.00	7,000.00	-	-
Engineering	503,775.67	503,280.90	435,639.00	226,413.87	438,314.00	577,697.00	416,666.00	380,721.00
Personnel	418,577.97	436,329.07	429,489.00	222,469.12	429,964.00	569,347.00	409,866.00	376,921.00
General	11,013.59	7,751.83	6,150.00	3,944.75	8,350.00	8,350.00	6,800.00	3,800.00
Equip/Unusual	74,184.11	59,200.00	-	-	-	-	-	-
Special								
Water	7,913,735.60	7,985,846.85	8,853,850.00	4,233,089.94	8,856,795.00	8,974,833.00	8,703,962.00	8,703,712.00
Water & Sewer Billing & Compliance	105,846.21	110,359.72	162,249.00	81,392.58	164,401.00	179,323.00	171,019.00	170,769.00
Personnel	81,675.57	84,254.73	132,649.00	65,449.23	132,649.00	142,673.00	136,869.00	136,869.00
General	24,170.64	26,104.99	29,600.00	15,943.35	31,752.00	36,650.00	34,150.00	33,900.00
Equip/Unusual	-		-	-	-	-		-
Special								

FY 2010 BUDGET - Council Approved - CD

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
<i>Water & Sewer Administration</i>	312,011.74	337,514.17	365,817.00	182,771.76	368,817.00	386,121.00	341,047.00	341,047.00
Personnel	311,806.74	337,514.17	365,817.00	182,771.76	365,817.00	383,121.00	338,047.00	338,047.00
General	205.00	-	-	-	3,000.00	3,000.00	3,000.00	3,000.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
<i>-Operations & Maintenance</i>	7,495,877.65	7,537,972.96	8,325,784.00	3,968,925.60	8,323,577.00	8,409,389.00	8,191,896.00	8,191,896.00
Personnel-Operations & Maint	630,046.70	441,866.85	476,000.00	211,599.71	437,393.00	553,535.00	532,318.00	532,318.00
Personnel-Meter Read & Install	161,002.31	177,344.20	154,918.00	94,205.40	154,918.00	204,150.00	166,524.00	166,524.00
General	240,180.64	231,552.13	325,000.00	63,015.93	313,900.00	317,900.00	194,250.00	194,250.00
Equip/Unusual	6,464,648.00	6,687,209.78	7,369,866.00	3,600,104.56	7,417,366.00	7,333,804.00	7,298,804.00	7,298,804.00
Special								
Sewer	10,871,619.41	11,685,298.70	11,831,283.00	5,849,085.24	12,084,088.64	12,934,122.00	12,765,378.00	12,765,378.00
Personnel	619,573.07	546,449.12	515,463.00	175,898.89	498,468.64	650,135.00	537,691.00	537,691.00
General	214,733.53	173,793.45	175,200.00	67,849.60	212,500.00	217,500.00	161,200.00	161,200.00
Equip/Unusual	10,037,312.81	10,965,056.13	11,140,620.00	5,605,336.75	11,373,120.00	12,066,487.00	12,066,487.00	12,066,487.00
Special								
Fire	13,116,011.03	12,427,526.56	12,835,699.00	6,819,004.39	13,042,539.35	13,784,367.00	13,191,663.00	13,191,663.00
Personnel	12,624,324.29	11,917,622.11	12,362,409.00	6,644,171.96	12,482,409.00	13,298,549.00	12,784,120.00	12,784,120.00
General	232,131.47	275,831.52	257,640.00	63,537.21	311,826.00	271,168.00	246,693.00	246,693.00
Equip/Unusual	131,016.27	80,070.19	65,200.00	418.90	88,300.35	64,200.00	40,200.00	40,200.00
Special	128,539.00	154,002.74	150,450.00	110,876.32	160,004.00	150,450.00	120,650.00	120,650.00
Handicap Commission	6,300.00	5,800.00	7,200.00	2,400.00	7,200.00	7,200.00	200.00	200.00
Personnel	6,300.00	5,800.00	7,000.00	2,400.00	7,000.00	7,000.00	-	-
General	-	-	200.00	-	200.00	200.00	200.00	200.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Health	746,891.55	745,152.98	749,585.00	386,783.93	749,585.00	779,148.00	749,418.00	749,418.00
Personnel	694,846.85	691,694.05	691,419.00	346,052.30	691,419.00	722,689.00	705,084.00	705,084.00
General	42,502.15	43,399.25	47,566.00	34,855.06	47,566.00	46,259.00	43,734.00	43,734.00
Equip/Unusual	9,542.55	10,059.68	10,600.00	5,876.57	10,600.00	10,200.00	600.00	600.00
Special								
Historical Commission	51,100.97	57,853.03	57,325.00	19,051.67	57,616.09	64,600.00	29,300.00	28,100.00
Personnel	28,699.96	29,299.96	30,500.00	14,949.98	30,500.00	30,500.00	23,500.00	23,500.00
General	5,911.83	6,775.12	7,325.00	2,726.69	7,616.09	9,100.00	5,800.00	4,600.00
Equip/Unusual	16,489.18	21,777.95	19,500.00	1,375.00	19,500.00	25,000.00	-	-
Special								

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Information Technology	1,302,664.92	1,411,265.28	1,445,138.00	752,461.57	1,437,086.00	1,478,299.00	1,368,152.00	1,368,152.00
-Information Technology	1,093,666.14	1,196,976.75	1,227,431.00	655,418.11	1,219,379.00	1,260,592.00	1,160,445.00	1,160,445.00
Personnel	831,577.78	867,471.58	929,241.00	463,701.97	929,241.00	973,492.00	892,820.00	892,820.00
General	260,444.38	326,316.19	298,190.00	191,716.14	286,950.00	287,100.00	267,625.00	267,625.00
Equip/Unusual	1,643.98	3,188.98	-	-	3,188.00	-	-	-
Special								
-Central Telephone	208,998.78	214,288.53	217,707.00	97,043.46	217,707.00	217,707.00	207,707.00	207,707.00
Personnel	24,651.00	25,535.52	27,707.00	12,423.00	27,707.00	27,707.00	27,707.00	27,707.00
General	184,347.78	188,753.01	190,000.00	84,620.46	190,000.00	190,000.00	180,000.00	180,000.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Law	867,252.68	759,282.58	747,642.00	359,446.76	747,642.00	784,310.00	758,157.00	753,657.00
Personnel	713,037.57	666,953.30	688,692.00	345,183.55	688,692.00	725,360.00	699,607.00	699,607.00
General	69,807.31	64,260.26	55,950.00	14,263.21	55,950.00	55,950.00	55,550.00	51,050.00
Equip/Unusual	84,407.80	28,069.02	3,000.00	-	3,000.00	3,000.00	3,000.00	3,000.00
Special								
Library	2,029,525.95	2,121,036.39	2,147,078.00	1,086,050.03	2,110,671.04	2,184,557.00	2,012,161.00	2,012,161.00
Personnel	1,645,711.24	1,723,221.33	1,829,427.00	897,119.08	1,726,120.04	1,805,006.00	1,713,447.00	1,713,447.00
General	326,988.55	338,995.06	256,600.00	133,719.61	323,500.00	318,500.00	237,663.00	237,663.00
Equip/Unusual	56,826.16	58,820.00	61,051.00	55,211.34	61,051.00	61,051.00	61,051.00	61,051.00
Special								
Mayor	522,581.26	503,978.93	459,579.00	156,355.72	426,794.93	412,111.00	404,219.00	404,219.00
-Mayor	511,531.26	492,978.93	448,479.00	146,355.72	415,694.93	401,011.00	393,119.00	393,119.00
Personnel	226,390.60	237,500.56	281,729.00	123,164.95	281,729.00	269,661.00	261,769.00	261,769.00
General	30,305.11	29,728.42	32,150.00	23,190.77	27,465.93	24,850.00	24,850.00	24,850.00
Equip/Unusual	254,835.55	225,749.95	134,600.00	-	106,500.00	106,500.00	106,500.00	106,500.00
Special								
-Celebration of Holidays	11,050.00	11,000.00	11,100.00	10,000.00	11,100.00	11,100.00	11,100.00	11,100.00
Personnel	-	-	-	-	-	-	-	-
General	11,050.00	11,000.00	11,100.00	10,000.00	11,100.00	11,100.00	11,100.00	11,100.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Personnel	826,810.48	988,285.73	842,254.00	461,536.21	798,160.43	833,288.00	723,056.00	722,356.00
-General/Work Study/Unemploy	367,008.13	376,598.93	456,604.00	205,939.44	410,534.00	449,038.00	445,556.00	444,856.00
Personnel	295,606.76	302,310.47	345,614.00	183,729.50	328,614.00	340,438.00	277,656.00	277,656.00
General	21,373.29	11,691.64	36,490.00	3,752.94	13,920.00	34,600.00	109,900.00	109,200.00
Equip/Unusual	50,028.08	62,596.82	74,500.00	18,457.00	68,000.00	74,000.00	58,000.00	58,000.00
Special								
-Workers Comp	459,802.35	611,686.80	385,650.00	255,596.77	387,626.43	384,250.00	277,500.00	277,500.00
Personnel	-	-	-	-	-	-	-	-
General	459,802.35	611,686.80	385,650.00	255,596.77	387,626.43	384,250.00	277,500.00	277,500.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Planning	820,507.08	722,498.57	536,396.00	380,111.62	537,802.00	569,576.00	537,838.00	537,838.00
-City Planner	386,159.48	304,123.10	202,617.00	151,705.48	202,617.00	218,118.00	205,718.00	205,718.00
Personnel	351,054.98	294,923.10	200,617.00	150,621.07	200,617.00	216,568.00	204,868.00	204,868.00
General	1,799.50	2,000.00	2,000.00	1,084.41	2,000.00	1,550.00	850.00	850.00
Equip/Unusual	33,305.00	7,200.00	-	-	-	-	-	-
Special								
-Housing	284,547.09	291,304.21	194,825.00	153,867.91	194,825.00	215,648.00	203,840.00	203,840.00
Personnel	283,292.10	289,258.56	192,700.00	152,405.71	192,700.00	214,048.00	202,490.00	202,490.00
General	1,254.99	2,045.65	2,125.00	1,462.20	2,125.00	1,600.00	1,350.00	1,350.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
-Paine Estate	149,800.51	127,071.26	138,954.00	74,538.23	140,360.00	135,810.00	128,280.00	128,280.00
Personnel	91,233.98	79,640.78	91,404.00	58,375.23	92,810.00	99,260.00	96,780.00	96,780.00
General	51,066.53	47,430.48	47,550.00	16,163.00	47,550.00	36,550.00	31,500.00	31,500.00
Equip/Unusual	7,500.00	-	-	-	-	-	-	-
Special								
Police	13,314,940.23	13,659,655.46	14,627,057.00	7,624,841.07	14,263,530.03	14,845,752.00	14,675,926.00	14,675,926.00
Police & Animal Control	12,248,521.30	12,236,651.26	13,230,614.00	6,952,350.81	12,894,414.96	13,412,578.00	13,290,255.00	13,290,255.00
Personnel	11,654,864.31	11,632,936.71	12,644,764.00	6,585,798.36	12,283,870.32	12,895,981.00	12,806,358.00	12,806,358.00
General	228,881.96	258,580.44	259,600.00	153,881.37	309,234.14	216,435.00	195,735.00	195,735.00
Equip/Unusual	210,734.18	190,498.20	162,880.00	82,252.09	152,852.50	150,062.00	141,562.00	141,562.00
Special	154,040.85	154,635.91	163,370.00	130,418.99	148,458.00	150,100.00	146,600.00	146,600.00
-Dispatch	1,066,418.93	1,423,004.20	1,396,443.00	672,490.26	1,369,115.07	1,433,174.00	1,385,671.00	1,385,671.00
Personnel	1,039,869.35	1,392,153.82	1,365,643.00	662,701.84	1,342,565.07	1,407,874.00	1,361,971.00	1,361,971.00
General	14,138.80	16,708.49	22,400.00	5,470.46	18,650.00	18,700.00	17,100.00	17,100.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	12,410.78	14,141.89	8,400.00	4,317.96	7,900.00	6,600.00	6,600.00	6,600.00
Purchasing	486,987.46	473,196.98	522,203.00	338,688.45	478,287.00	491,384.00	437,608.00	436,142.00
Personnel	199,298.26	203,230.37	213,140.00	107,082.34	213,140.00	221,615.00	169,739.00	168,273.00
General	10,810.00	10,872.41	10,750.00	3,516.19	8,762.00	7,050.00	5,150.00	5,150.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special	276,879.20	259,094.20	298,313.00	228,089.92	256,385.00	262,719.00	262,719.00	262,719.00
Recreation/Veteran's Rink	903,531.01	947,020.64	1,050,435.00	464,344.36	1,068,091.00	1,198,693.00	1,153,316.00	1,153,316.00
-General Support	387,710.20	378,785.52	403,099.00	197,225.56	403,617.00	419,008.00	392,631.00	392,631.00
Personnel	349,932.47	364,226.60	386,849.00	191,074.89	386,849.00	403,608.00	378,231.00	378,231.00
General	26,532.09	14,558.92	16,250.00	6,150.67	16,768.00	15,400.00	14,400.00	14,400.00
Equip/Unusual	11,245.64	-	-	-	-	-	-	-
Special								

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
<i>-Playgrounds</i>	61,237.01	126,557.42	100,768.00	47,084.83	116,657.00	194,100.00	194,100.00	194,100.00
Personnel	30,345.00	30,704.00	40,168.00	31,516.25	40,168.00	42,000.00	42,000.00	42,000.00
General	25,965.16	88,832.67	55,600.00	11,427.53	71,489.00	147,100.00	147,100.00	147,100.00
Equip/Unusual	4,926.85	7,020.75	5,000.00	4,141.05	5,000.00	5,000.00	5,000.00	5,000.00
Special								
<i>-Summer Fun</i>	57,173.22	58,681.68	68,744.00	57,046.87	70,315.00	72,696.00	72,696.00	72,696.00
Personnel	44,896.50	47,481.75	55,844.00	52,391.25	55,844.00	59,796.00	59,796.00	59,796.00
General	12,276.72	11,199.93	12,900.00	4,655.62	14,471.00	12,900.00	12,900.00	12,900.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
<i>-Support of Rec Act.</i>	82,365.35	80,390.38	103,000.00	22,364.24	112,000.00	107,000.00	107,000.00	107,000.00
Personnel	-	-	-	-	-	-	-	-
General	82,365.35	80,390.38	93,000.00	14,385.76	102,000.00	97,000.00	97,000.00	97,000.00
Equip/Unusual	-	-	10,000.00	7,978.48	10,000.00	10,000.00	10,000.00	10,000.00
Special								
<i>-Vet Rink</i>	315,045.23	302,605.64	374,824.00	140,622.86	365,502.00	405,889.00	386,889.00	386,889.00
Personnel	103,917.44	103,928.91	159,924.00	59,031.96	142,436.00	179,689.00	178,689.00	178,689.00
General	181,526.21	175,356.71	188,900.00	65,221.40	197,066.00	199,200.00	181,200.00	181,200.00
Equip/Unusual	19,569.58	13,277.02	14,000.00	6,239.50	14,000.00	15,000.00	15,000.00	15,000.00
Special	10,032.00	10,043.00	12,000.00	10,130.00	12,000.00	12,000.00	12,000.00	12,000.00
Traffic	600,111.12	594,424.01	668,235.00	281,386.96	634,589.00	661,281.00	702,259.00	691,559.00
<i>-Traffic Engineering</i>	367,803.49	350,811.66	408,661.00	158,397.03	375,237.00	391,257.00	379,237.00	368,537.00
Personnel	306,426.68	302,733.49	337,031.00	145,799.13	304,379.00	320,939.00	283,489.00	283,489.00
General	61,376.81	48,078.17	71,630.00	12,597.90	70,858.00	70,318.00	53,748.00	43,048.00
Equip/Unusual	-	-	-	-	-	-	42,000.00	42,000.00
Special								
<i>-Parking Management</i>	232,307.63	243,612.35	259,574.00	122,989.93	259,352.00	270,024.00	323,022.00	323,022.00
Personnel	165,674.90	171,389.22	185,134.00	93,044.97	185,134.00	194,366.00	189,334.00	189,334.00
General	64,076.78	70,068.67	71,940.00	29,072.67	71,718.00	74,158.00	72,188.00	72,188.00
Equip/Unusual	-	-	-	-	-	-	60,000.00	60,000.00
Special	2,555.95	2,154.46	2,500.00	872.29	2,500.00	1,500.00	1,500.00	1,500.00
Treasurer & Collector	987,174.18	1,021,671.61	1,088,414.00	488,346.55	1,088,414.00	1,140,148.00	1,056,507.00	1,056,507.00
<i>-Treas & Collector / Paymaster</i>	969,047.65	1,002,918.50	1,067,414.00	479,015.60	1,067,414.00	1,119,148.00	1,040,007.00	1,040,007.00
Personnel	706,819.14	740,818.96	793,014.00	397,006.28	793,014.00	828,798.00	797,107.00	797,107.00
General	261,719.55	262,099.54	274,400.00	82,009.32	274,400.00	270,350.00	237,900.00	237,900.00
Equip/Unusual	508.96	-	-	-	-	20,000.00	5,000.00	5,000.00
Special								
<i>-Trust Funds</i>	18,126.53	18,753.11	21,000.00	9,330.95	21,000.00	21,000.00	16,500.00	16,500.00
Personnel	3,500.20	3,600.00	4,000.00	1,693.20	4,000.00	4,000.00	1,000.00	1,000.00
General	14,626.33	15,153.11	17,000.00	7,637.75	17,000.00	17,000.00	15,500.00	15,500.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								

	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Veterans/License Commission	326,236.73	328,306.86	381,650.00	171,375.18	380,300.00	386,267.00	365,711.00	365,711.00
-Veterans	311,454.14	312,807.79	364,870.00	163,379.84	363,520.00	369,487.00	358,811.00	358,811.00
Personnel	143,203.50	140,915.10	152,895.00	74,492.01	152,895.00	158,862.00	153,036.00	153,036.00
General	168,250.64	171,892.69	211,975.00	88,887.83	210,625.00	210,625.00	205,775.00	205,775.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
-License Commission	14,782.59	15,499.07	16,780.00	7,995.34	16,780.00	16,780.00	6,900.00	6,900.00
Personnel	11,999.56	12,600.00	12,600.00	6,879.34	12,600.00	12,600.00	3,000.00	3,000.00
General	2,783.03	2,899.07	4,180.00	1,116.00	4,180.00	4,180.00	3,900.00	3,900.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Wires	1,295,457.04	1,479,727.43	1,543,434.00	576,873.89	1,487,856.23	1,561,009.00	1,277,355.00	1,277,355.00
-General	871,843.76	885,375.48	969,434.00	446,372.55	913,856.23	987,009.00	767,355.00	767,355.00
Personnel	603,458.65	606,794.51	648,884.00	304,692.16	596,556.23	669,209.00	552,405.00	552,405.00
General	268,385.11	265,080.97	317,550.00	141,680.39	312,300.00	312,800.00	211,950.00	211,950.00
Equip/Unusual	-	13,500.00	3,000.00	-	5,000.00	5,000.00	3,000.00	3,000.00
Special								
-Street Lighting	423,613.28	594,351.95	574,000.00	130,501.34	574,000.00	574,000.00	510,000.00	510,000.00
Personnel	-	-	-	-	-	-	-	-
General	423,613.28	594,351.95	574,000.00	130,501.34	574,000.00	574,000.00	510,000.00	510,000.00
Equip/Unusual	-	-	-	-	-	-	-	-
Special								
Zoning Board Of Appeals	37,288.22	35,662.75	51,000.00	13,895.32	51,000.00	51,000.00	20,000.00	20,000.00
Personnel	17,400.00	17,900.00	23,000.00	8,100.00	23,000.00	23,000.00	-	-
General	15,059.45	17,762.75	28,000.00	5,795.32	28,000.00	28,000.00	20,000.00	20,000.00
Equip/Unusual	4,828.77	-	-	-	-	-	-	-
Special								
Grand Total	124,168,613.59	131,188,689.14	129,837,074.00	84,846,785.50	132,842,830.38	143,366,902.00	138,657,347.00	135,676,086.00
Schools	\$51,169,431.04	\$55,957,826.33	\$60,762,131.00			\$63,082,870.00	\$59,434,828.00	62,882,828.00
Total with Schools	175,338,044.63	187,146,515.47	190,599,205.00			206,449,772.00	198,092,175.00	198,558,914.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** ASSESSMENTS

SUB-PROGRAM: FINANCE **DEPARTMENT:** ASSESSORS **035**

STATEMENT OF OBJECTIVES:

To assess all real & personal property at equitable value for the purpose of raising operating revenue for city government. To commit for collection all motor vehicle and trailer excise taxes, betterments and water liens. To further establish stable department procedures and functions which will build public confidence and increase efficiency of operation. To update assessed valuations in accordance with state Department of Revenue directives. To defend valuations in court.

DESCRIPTION OF OUTPUT STATEMENT:

Commitment of real estate, personal property, motor vehicle excise bills, together with betterment assessments and water liens to the collector. The process of all applications for abatement and statutory exemption from the above.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:						
Indirect Costs	FY 2007	FY 2008	Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Pension-Contributory/FICA	148,060	134,309	Real Estate Parcels Assessed	15,116	15,300	15,320
Pension Administration	10,000	13,739	Personal Prop Parcels Assessed	1,613	1,775	1,750
Medical & Life Insurance	133,027	144,722	Field Inspections	3,300	3,500	3,500
Heat, Light, Water	10,826	13,598	Real Estate, Personal Property, Abatements & Exemptions	717	715	720
Building Repair & Maintenance	9,344	7,124	Motor Vehicle Excise Tax Processed	55,214	51,000	50,000
Building Insurance	478	456	Motor Vehicle Excise Abatements	2,219	2,500	2,200
Motor Vehicle Insurance	435	397	Appellate Tax Board Cases - Properties	45	50	45
Motor Vehicle Maint & Repair	4,848	4,356				
Workers Compensation	2,240					
Total	\$319,258	\$318,701				

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	385,859.65	406,823.92	444,384.00	221,857.45	444,384.00	462,386.00	370,579.00	370,579.00
Contractual Services	37,953.06	23,955.16	29,048.00	15,490.82	29,048.00	72,213.00	42,665.00	42,665.00
Supplies & Materials	1,378.37	1,555.69	1,500.00	0.00	1,500.00	1,500.00	600.00	600.00
Other Charges	5,631.73	5,637.80	6,050.00	4,423.65	6,050.00	6,500.00	1,500.00	1,500.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$430,822.81	\$437,972.57	\$480,982.00	\$241,771.92	\$480,982.00	\$542,599.00	\$415,344.00	\$415,344.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: ASSESSMENTS

SUB-PROGRAM: FINANCE DEPARTMENT: ASSESSORS 035-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual # Expenditures		Actual # Expenditures		July-December			Mayor's			Council			
							#	Budget	Actual Expenditures	Estimated Expenditures	Department Request		Recommendation		Approval	
#	Rate	Total	#	Total												
1.	Chairperson, Assessors	17-6 (L11)	1	93,930.67	1	95,809.37	1	100,280	50,395.19	100,280.00	1	103,917	103,917	1	100,280.00	100,280.00
2.	Assessor	15-6 (L8)	1	73,652.83	1	75,123.74	1	85,001	42,208.93	85,001.00	1	88,163	88,163	0.5		
3.	Assessor (PT 19 hours)														46,144.00	46,144.00
4.	Assessor	15-6	1	68,461.50	1	72,631.23	1	78,705	39,527.76	78,705.00	1	81,632	81,632	0.5		
5.	Assessor (PT 19 hours)														42,726.00	42,726.00
6.	Assistant Assessor	13-6 (L11)	1	64,078.03	1	69,527.40	1	75,942	38,028.21	75,942.00	1	79,560	78,963	1	76,057.00	76,057.00
7.	Administrative Assistant	10-6 (L8)	1	47,707.63	1	50,605.62	1	59,034	28,873.26	59,034.00	1	62,360	62,360	1	59,950.00	59,950.00
8.	Assoc Office Assistant	7-6	1	22,610.43	1	43,126.56	1	45,422	22,824.10	45,422.00	1	47,351	47,351	1	45,422.00	45,422.00
9.	Assoc Office Assistant (PT 19 hours)			1,760.92												
10.	Assoc Office Assistant (PT 19 hours)			13,657.64												
Total			6	385,859.65	6	406,823.92	6	444,384	221,857.45	444,384.00	6	462,386		5	370,579.00	370,579.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	370,441.09		406,823.92		444,384	221,857.45	444,384.00	462,386.00	281,709.00	281,709.00
5113 Salaries - Part Time	15,418.56		0.00		0	0.00	0.00	0.00	88,870.00	88,870.00
Total Personnel Expenses (05)	385,859.65		406,823.92		444,384	221,857.45	444,384.00	462,386.00	370,579.00	370,579.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

ASSESSMENTS

SUB-PROGRAM: FINANCE

DEPARTMENT:

ASSESSORS

035-10, 15

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures July-December	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5231 Water	231.80	289.40	348.00	182.65	348.00	348.00	0.00	0.00
5234 Valuation Services	15,985.60					40,000.00	12,000.00	12,000.00
5242 Maintenance of Office Equipment		210.00	400.00		400.00	400.00	0.00	0.00
5302 Advertising	36.68							
5340 Postage	8,666.29	8,994.15	12,000.00	5,280.86	12,000.00	12,000.00 *	12,000.00	12,000.00
5381 Printing & Binding	4,932.69	5,611.61	7,000.00	451.00	7,000.00	7,000.00	6,200.00	6,200.00
5389 Computer Equipment License	8,100.00	8,850.00	9,300.00	9,576.31	9,300.00	12,465.00	12,465.00	12,465.00
Total	37,953.06	23,955.16	29,048.00	15,490.82	29,048.00	72,213.00	42,665.00	42,665.00
Supplies & Materials								
5420 Office Supplies	1,378.37	1,555.69	1,500.00	0.00	1,500.00	1,500.00	600.00	600.00
Total	1,378.37	1,555.69	1,500.00	0.00	1,500.00	1,500.00	600.00	600.00
Other Charges								
5152 Training	3,000.00	3,229.80	3,000.00	3,027.92	3,000.00	3,000.00	1,500.00	1,500.00
5313 Deeds & Probates			600.00		600.00	800.00	0.00	0.00
5730 Conference Expense	1,525.90	1,317.00	1,250.00	906.73	1,250.00	1,500.00	0.00	0.00
5731 Dues	1,105.83	1,091.00	1,200.00	489.00	1,200.00	1,200.00	0.00	0.00
Total	5,631.73	5,637.80	6,050.00	4,423.65	6,050.00	6,500.00	1,500.00	1,500.00
Total General Expenses (10)	44,963.16	31,148.65	36,598.00	19,914.47	36,598.00	80,213.00	44,765.00	44,765.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

* Dept Head amended request after budget was submitted

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT: CITY AUDITOR

SUB-PROGRAM: FINANCE

DEPARTMENT: CITY AUDITOR

025

STATEMENT OF OBJECTIVES:

To provide overall financial planning, accounting and budgeting for the City. To provide accurate and timely information to the Mayor, City Council, and department heads on municipal finance administration. To process and manage payroll and accounts payable systems, including approval of bills, payrolls and contracts. To administer the City's capital planning and related debt management, including serving as the chief contact with the bond rating agencies. To administer the activities of the employees' medical insurance program and other benefit programs. To serve as liaison to the independent financial auditor. To serve as principal negotiator for collective bargaining with the City's nine collective bargaining units. To serve as clerk of the Finance Committee and Committee of the Whole.

DESCRIPTION OF OUTPUT STATEMENT:

The City Auditor, as the City's Chief Financial Officer, provides overall financial planning, accounting and budgeting for the City. The City Auditor, as financial advisor to the Mayor, City Council and other City departments, provides the information needed for the solution of the many daily and emergency problems of municipal finance administration. The City Auditor is responsible for the processing and the management of the payroll and accounts payable systems, including approval of all bills, payrolls, and contracts. The City Auditor is responsible for the administration of the City's capital planning and related debt management, including serving as the City's chief contact with the bond rating agencies. The City Auditor administers the activities of the employees' medical insurance program and several other employee benefit programs. The City Auditor is the liaison with the City's independent financial auditor. The City Auditor serves as they City's principal negotiator for collective bargaining with the City's nine collective bargaining units. The City Auditor serves as the clerk of the Finance Committee and the Committee of the Whole.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:

Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	102,397	102,240
Pension Administration	6,878	10,393
Medical & Life Insurance	139,312	164,580
Heat, Light, Water	10,826	13,598
Building Repair & Maintenance	9,344	7,124
Building Insurance	478	456
Total	\$269,235	\$298,391

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Cash Flow in Millions	\$520	\$540	\$560
Payroll Checks Processed	72,000	72,000	72,000
Accts/Pay Invoices Processed	36,000	36,000	36,000
Fund Accounts Controlled	33	33	33

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	545,975.70	581,120.28	609,085.00	277,092.52	559,210.00	578,685.00	552,979.00	552,979.00
Contractual Services	1,768.10	3,022.47	3,710.00	1,187.46	2,970.00	2,800.00	2,600.00	2,600.00
Supplies & Materials	3,657.99	4,330.75	4,500.00	1,156.97	4,200.00	4,500.00	4,500.00	4,500.00
Other Charges	1,076.74	2,556.58	1,650.00	279.00	1,600.00	935.00	935.00	935.00
Equipment & Unusual	1,080.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$553,558.53	\$591,030.08	\$618,945.00	\$279,715.95	\$567,980.00	\$586,920.00	\$561,014.00	\$561,014.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

CITY AUDITOR

SUB-PROGRAM: FINANCE

DEPARTMENT:

CITY AUDITOR

025-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010					
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation #	Total	Council Approval
1.	City Auditor	21-6 (L11)	1	119,458.24	1	121,847.33	1	127,361	64,006.74	128,563.00	1	131,811.00	131,811.00	1	127,361.00	127,361.00
2.	Asst City Auditor	17-6 (L11)	1	93,930.67	1	95,809.37	1	100,280	50,395.18	101,225.00	1	103,917.00	103,917.00	1	100,280.00	100,280.00
3.	Business Manager	15-6 (L11)	1	73,931.67	1	83,389.90	1	87,363	43,903.10	88,185.00	1	90,612.00	90,612.00	1	87,363.00	87,363.00
4.	Accounting Manager	14-4	1	46,008.54	1	58,626.74	1	64,136	31,691.41	63,672.00	1	70,808.00	69,245.00	1	66,679.00	66,679.00
5.	Accountant	11-5	1	46,283.17	1	49,087.71	1	53,672	26,777.73	53,805.00	1	59,919.00	58,035.00	1	55,795.00	55,795.00
6.	Administrative Assistant	10-6 (L10)	1	56,968.16	1	58,107.52	1	61,060	30,683.15	61,633.00	1	63,515.00	63,515.00	1	61,060.00	61,060.00
7.	Office Coordinator	9-6	1	53,228.99	1	60,912.98	1	57,100	19,408.23	52,127.00	1	53,550.00	53,550.00	1	51,441.00	51,441.00
8.	Principal Office Assistant	8	1	44,237.16	1	45,713.73	1	48,113	6,644.98	0.00						
9.	Students			11,929.10		7,625.00		10,000	3,582.00	10,000.00			8,000.00		3,000.00	3,000.00
Total			8	545,975.70	8	581,120.28	8	609,085	277,092.52	559,210.00	7		578,685.00	7	552,979.00	552,979.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	534,046.60	573,495.28	599,085	273,510.52	549,210.00	570,685.00	549,979.00	549,979.00
5113 Salaries - Part Time	11,929.10	7,625.00	10,000	3,582.00	10,000.00	8,000.00	3,000.00	3,000.00
Total Personnel Expenses (05)	545,975.70	581,120.28	609,085	277,092.52	559,210.00	578,685.00	552,979.00	552,979.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

CITY AUDITOR

SUB-PROGRAM: FINANCE

DEPARTMENT:

CITY AUDITOR

025-10, 15

EXPENDITURES

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowances	791.90	1,003.39	1,050.00	412.44	1,000.00	1,000.00	800.00	800.00
5231 Water	210.71	203.03	210.00	43.51	170.00	0.00	0.00	0.00
5242 Maintenance of Office Equipment	136.59	889.14	1,000.00	728.80	1,000.00	1,000.00	1,000.00	1,000.00
5340 Postage	401.48	633.21	150.00	2.71	500.00	500.00	500.00	500.00
5381 Printing & Binding	227.42	293.70	1,300.00		300.00	300.00	300.00	300.00
Total	1,768.10	3,022.47	3,710.00	1,187.46	2,970.00	2,800.00	2,600.00	2,600.00
Supplies & Materials								
5420 Office Supplies	3,657.99	4,330.75	4,500.00	1,156.97	4,200.00	4,500.00	4,500.00	4,500.00
Total	3,657.99	4,330.75	4,500.00	1,156.97	4,200.00	4,500.00	4,500.00	4,500.00
Other Charges								
5152 Collective Bargaining/ Training		899.00	250.00		250.00	250.00	250.00	250.00
5730 Conference Expense	941.74	1,451.77	1,100.00	144.00	1,100.00	550.00	550.00	550.00
5731 Dues-Mandatory	135.00	205.81	300.00	135.00	250.00	135.00	135.00	135.00
Total	1,076.74	2,556.58	1,650.00	279.00	1,600.00	935.00	935.00	935.00
Total General Expenses (10)	6,502.83	9,909.80	9,860.00	2,623.43	8,770.00	8,235.00	8,035.00	8,035.00
Equipment & Unusual								
5337 GASB 34 Implementation	1,080.00							
Total Equipment & Unusual Expenses (15)	1,080.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

A

SUB PROGRAM ELEMENT: INTEREST & CERTIFICATION

SUB-PROGRAM: FINANCE

DEPARTMENT: CITY AUDITOR 027

STATEMENT OF OBJECTIVES:

To administer the City's capital planning and related debt management, including serving as the chief contact with the bond rating agencies. To provide for the payment of interest expense on both long term and short term debt obligations.

DESCRIPTION OF OUTPUT STATEMENT:

The City Auditor is responsible for the administration of the City's capital planning and related debt management, including serving as the City's chief contact with the bond rating agencies. The payment of interest expense on both long term and short term debt obligations are budgeted under this element.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
BANS Issued	\$16,955,000	\$3,000,000	
High Interest Rate	2.3%	3.0%	
Low Interest Rate	2.3%	2.0%	
Bonds Issued (City)		\$21,718,000	\$3,000,000
Interest Rate		3.6%	4.0%
Maximum Borrowing Term		20 years	10 years
Bonds Issued (MSBA)	\$12,972,758		
Interest Rate	2.0%		
Maximum Borrowing Term	20 years		
Moody's Rating	AA1	AA1	AA1
Standard & Poors	AA+	AA+	AA+

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	4,231,722.33	2,638,497.08	2,226,542.00	1,375,739.34	2,808,521.00	1,283,262.00	1,283,262.00	1,283,262.00
Equipment & Unusual								
Operating Budget	\$4,231,722.33	\$2,638,497.08	\$2,226,542.00	\$1,375,739.34	\$2,808,521.00	\$1,283,262.00	\$1,283,262.00	\$1,283,262.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

INTEREST & CERTIFICATION

SUB-PROGRAM: FINANCE

DEPARTMENT:

CITY AUDITOR

027-38

EXPENDITURES

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Debt Requirements								
5915 Debt Inside Interest	2,137,756.26	2,288,620.01	2,482,681.00	1,065,781.26	2,483,760.00	3,006,930.00	3,006,930.00	3,006,930.00
5917 Water Debt Interest	12,800.00							
5926 Certification Charges	101,886.94	39,765.30	100,000.00	96,135.58	96,136.00	15,000.00	15,000.00	15,000.00
5927 Interest on Bond Anticipation Notes	1,970,550.00	271,734.38	188,625.00	213,822.50	188,625.00	90,000.00	90,000.00	90,000.00
5930 Interest on Tax Refunds	8,729.13	38,377.39	40,000.00		40,000.00	40,000.00	40,000.00	40,000.00
LESS: Transfer from Stabilization Reserve for Debt Service Fund			(547,400.00)			(1,868,668.00)	(1,868,668.00)	(1,868,668.00)
LESS: Bond Premiums			(37,364.00)					
Total Debt Requirements (38)	4,231,722.33	2,638,497.08	2,226,542.00	1,375,739.34	2,808,521.00	1,283,262.00	1,283,262.00	1,283,262.00

REDEMPTION OF BONDS

029

STATEMENT OF OBJECTIVES:

To administer the City's capital planning and related debt management, including serving as the chief contact with the bond rating agencies. To provide for the payment of the principal on bonded debt obligations.

DESCRIPTION OF OUTPUT STATEMENT:

The City Auditor is responsible for the administration of the City's capital planning and related debt management, including serving as the City's chief contact with the bond rating agencies. The rapid redemption of bond principal allows the City's total indebtedness to remain relatively low.

[illegible]

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Building	\$3,675,000	\$3,761,000	\$2,870,000
Building - School Construction	\$43,112,758	\$51,748,758	\$48,760,120
City Yard Project		\$250,000	\$215,000
Design / Engineering	\$220,000	\$120,000	\$60,000
Equipment	\$840,000	\$3,415,000	\$2,705,000
Land Acquisition	\$8,570,000	\$9,755,000	\$9,045,000
Land Development	\$7,350,000	\$8,970,000	\$7,709,000
Pond Preservation	\$215,000	\$175,000	\$140,000
Removal Solid Waste Facility	\$0	\$0	\$0
Revaluation	\$155,000	\$95,000	\$35,000
Signals	\$910,000	\$1,187,000	\$957,000
Streets	\$345,000	\$2,369,000	\$1,941,000
Technology	\$420,000	\$570,000	\$415,000
Total Outstanding Bonds	\$65,812,758	\$82,415,758	\$74,852,120
Bonds Retired In 5 Years	37%	40%	40%
Bonds Retired In 10 Years	64%	67%	69%
Bonds Retired In 15 Years	87%	90%	93%
Bonds Retired In 20 Years	99%	100%	100%

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	5,520,000.00	5,270,000.00	4,315,000.00	1,995,000.00	5,115,000.00	6,763,638.00	6,763,638.00	6,763,638.00
Equipment & Unusual								
Operating Budget	\$5,520,000.00	\$5,270,000.00	\$4,315,000.00	\$1,995,000.00	\$5,115,000.00	\$6,763,638.00	\$6,763,638.00	\$6,763,638.00

PROGRAM:	GENERAL MANAGEMENT & SUPPORT	A	SUB PROGRAM ELEMENT:	REDEMPTION OF BONDS
SUB-PROGRAM:	FINANCE		DEPARTMENT:	CITY AUDITOR 029-39
EXPENDITURES				
	FY 2007	FY 2008	FY 2009	FY 2010
			July-December	
Classification	Actual Expenditures	Actual Expenditures	Budget Actual Expenditures Estimated Expenditures	Department Request Mayor's Recommendation Council Approval
Debt Requirements				
5910 Serial Bond Inside Limit	5,520,000.00	5,270,000.00	5,115,000.00 1,995,000.00 5,115,000.00	7,563,638.00 7,563,638.00 7,563,638.00
LESS: Transfer from Stabilization Reserve for Debt Service Fund			(800,000.00)	(800,000.00) (800,000.00) (800,000.00)
Total Debt Requirements (39)	5,520,000.00	5,270,000.00	4,315,000.00 1,995,000.00 5,115,000.00	6,763,638.00 6,763,638.00 6,763,638.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: CONTRIBUTORY AND NON-CONTRIBUTORY RETIREMENT

SUB-PROGRAM: EMPLOYEE WELFARE DEPARTMENT: CITY AUDITOR 034
028

STATEMENT OF OBJECTIVES:

Contributory: To provide retirement allowances and pension benefits to City employees and their survivors, who were employed on or after July 1, 1939.
Non-contributory: To provide pension benefits to City employees and their survivors, who were employed prior to July 1, 1939.

DESCRIPTION OF OUTPUT STATEMENT:

Contributory: Pensions for all active and retired City employees, except for teachers and non-eligible part-time employees, are funded under this element. Each member contributes 5, 7, 8 or 9 percent of their regular compensation and becomes vested upon attainment of age / years of service requirements. The City's actuarially determined annual funding provides for the normal cost and reduction of the unfunded liability.

Non-Contributory: Pensions for all retired employees, who were employed prior to July 1, 1939 are funded under this element.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Non-Contributory			
Retirees	7	6	4

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Contributory			
Active Participants	950	965	970
Retirees	675	680	690
Disabled Retirees	118	120	120
Actuarial Valuation Date	1/1/07		
Unfunded Actuarial Liability	\$127,081,916		
Funded Ratio	64.4%		

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	11,202,166.58	12,473,132.26	12,951,127.00	12,952,505.75	12,978,477.00	13,802,867.00	13,802,867.00	13,802,867.00
Equipment & Unusual								
Operating Budget	\$11,202,166.58	\$12,473,132.26	\$12,951,127.00	\$12,952,505.75	\$12,978,477.00	\$13,802,867.00	\$13,802,867.00	\$13,802,867.00

PROGRAM:		GENERAL MANAGEMENT & SUPPORT			A	SUB PROGRAM ELEMENT:		CONTRIBUTORY AND NON-CONTRIBUTORY RETIREMENT		
SUB-PROGRAM:		EMPLOYEE WELFARE					DEPARTMENT:	CITY AUDITOR	034-10	028-10
							EXPENDITURES			
		FY 2007	FY 2008	FY 2009			FY 2010			
Classification		Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
Other Charges										
034-10 Contributory Retirement										
5177 Pension - Contributory		11,132,517.00	12,412,792.00	12,878,477.00	12,928,477.00	12,928,477.00	13,752,867.00	13,752,867.00	13,752,867.00	
028-10 Non-Contributory Retirement										
5177 Pension - Non-Contributory		69,649.58	60,340.26	72,650.00	24,028.75	50,000.00	50,000.00	50,000.00	50,000.00	
Total General Expenses (10)		11,202,166.58	12,473,132.26	12,951,127.00	12,952,505.75	12,978,477.00	13,802,867.00	13,802,867.00	13,802,867.00	

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** MEDICAL INSURANCE
SUB-PROGRAM: EMPLOYEE WELFARE **DEPARTMENT:** OPTIONAL MEDICARE EXTENSION (OME)
CITY AUDITOR 031
030

STATEMENT OF OBJECTIVES:

Medical Insurance: To provide a comprehensive medical insurance plan to all full-time and eligible part-time employees, retirees and their dependents. To pay medical claims for employees, retirees and their dependents. To limit large dollar claims exposure through utilization of specific stop loss insurance. To continue educational programs to quantify the services of their various medical insurance providers and identify cost savings measures.

OME: To provide a supplemental program to Medicare Part A & B for those eligible retirees aged 65 or older. To pay medical claims for retirees.

DESCRIPTION OF OUTPUT STATEMENT:

Medical Insurance: Payments for hospital and medical claims and plan administration are funded under this element and transferred to the medical insurance trust fund. Payments for HMO premiums, stop loss insurance premiums, Sec 125 plan administration, employee wellness programs and audits are funded under this element.

OME: Payment of medical claims covered by a supplemental program to Medicare Parts A & B for those eligible retirees aged 65 or older are funded under this element.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Employees / Retirees			
BC/BS - Family	607	162	162
BC/BS - Individual	1128	980	980
BC/BS PPO - Family		325	325
BC/BS PPO - Individual		133	133
Tufts HMO - Family	445	481	511
Tufts HMO - Individual	224	219	244
Harvard HMO - Family	122	132	163
Harvard HMO - Individual	120	130	128
OME - Individual	286	301	320

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Annual Total Cost			
BC/BS - Family	\$26,084	\$27,324	\$30,416
BC/BS - Individual	\$11,182	\$11,725	\$13,034
BC/BS PPO - Family		\$24,264	\$24,504
BC/BS PPO - Individual		\$10,458	\$10,486
Tufts HMO - Family	\$17,895	\$19,162	\$19,949
Tufts HMO - Individual	\$6,999	\$7,497	\$7,314
Harvard HMO - Family	\$16,706	\$17,477	\$18,890
Harvard HMO - Individual	\$6,616	\$6,924	\$7,474
OME - Individual	\$4,946	\$5,107	\$5,400
Stop Loss Insurance Recoveries	\$622,670	\$1,137,659	

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	27,693,084.18	32,605,743.60	31,526,200.00	30,230,738.62	31,472,600.00	37,736,000.00	37,381,000.00	34,454,500.00
Equipment & Unusual								
Operating Budget	\$27,693,084.18	\$32,605,743.60	\$31,526,200.00	\$30,230,738.62	\$31,472,600.00	\$37,736,000.00	\$37,381,000.00	\$34,454,500.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

MEDICAL INSURANCE
OPTIONAL MEDICARE EXTENSION (OME)
CITY AUDITOR 031-10
030-10

SUB-PROGRAM: EMPLOYEE WELFARE

DEPARTMENT:

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual	Estimated	Department Request	Mayor's Recommendation	Council Approval
				Expenditures	Expenditures			
Other Charges								
031-10 Medical Insurance								
5180 Blue Cross/Blue Shield	15,000,000.00	17,980,000.00	17,000,000.00	17,000,000.00	17,000,000.00	18,606,000.00	18,311,000.00	16,589,170.00
5180 Tufts	6,435,000.00	7,190,000.00	7,125,000.00	7,125,000.00	7,125,000.00	9,605,000.00	9,545,000.00	8,646,815.00
5180 Harvard	1,405,000.00	2,115,000.00	1,500,000.00	1,500,000.00	1,500,000.00	3,257,000.00	3,257,000.00	2,950,515.00
5183 Delta Dental	666,804.20	736,465.08	824,200.00	396,486.72	800,000.00	900,000.00	900,000.00	900,000.00
5184 Medicare B Reimbursement	1,700,791.00	1,702,144.09	1,800,000.00	1,800,000.00	1,675,000.00	1,700,000.00	1,700,000.00	1,700,000.00
5185 FICA - Medicare	966,917.25	1,038,685.19	1,035,000.00	511,865.59	1,065,000.00	1,100,000.00	1,100,000.00	1,100,000.00
5186 Stop Loss	644,544.72	696,489.60	766,000.00	403,502.16	807,000.00	900,000.00	900,000.00	900,000.00
5187 Audits / Consulting	10,000.00	36,000.00	5,000.00	30,000.00	30,000.00	10,000.00	10,000.00	10,000.00
5188 Section 125 Plan Administration	7,273.98	9,024.46	10,000.00	3,884.15	10,600.00	15,000.00	15,000.00	15,000.00
5189 Wellness Programs	1,753.03	1,935.18	1,000.00		0.00	1,000.00	1,000.00	1,000.00
030-10 Optional Medicare Extension (OME)								
5175 Optional Medicare Extension (OME)	855,000.00	1,100,000.00	1,460,000.00	1,460,000.00	1,460,000.00	1,642,000.00	1,642,000.00	1,642,000.00
Total General Expenses (10)	27,693,084.18	32,605,743.60	31,526,200.00	30,230,738.62	31,472,600.00	37,736,000.00	37,381,000.00	34,454,500.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** OTHER EMPLOYEE BENEFITS

SUB-PROGRAM: EMPLOYEE WELFARE **DEPARTMENT:** CITY AUDITOR **032-10**
032-13

STATEMENT OF OBJECTIVES:

Life Insurance: To provide a term life insurance policy to all full-time and eligible part-time employees and retirees. To obtain lower premium rates through group participation.

Social Security: To provide a retirement program for certain union employees not eligible to participate in the contributory retirement program.

DESCRIPTION OF OUTPUT STATEMENT:

Life Insurance: Payments for a term life insurance policy to all full-time and eligible part-time employees and retirees are funded under this element.

Social Security: Payments for the City's share of the Social Security portion of the FICA withholding tax for certain union employees not eligible to participate in the contributory retirement program that have elected to remain under Social Security are funded under this element. A deferred compensation plan (OBRA) is mandatory for all other employees not eligible to participate in the contributory retirement program.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Social Security Employees Part-Time < 20 Hours	60	60	60

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Life Insurance			
Employees	995	1,000	1,005
Retirees	940	945	950
Coverage Amounts			
Employees - Basic Life	\$15,000	\$15,000	\$15,000
Employees - Accidental Death	\$30,000	\$30,000	\$30,000
Retirees - Basic Life	\$5,000	\$5,000	\$5,000
Retirees - Accidental Death	\$10,000	\$10,000	\$10,000
Annual City Contribution			
Employees - Basic Life	\$67	\$67	\$70
Retirees - Basic Life	\$22	\$22	\$23

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	220,898.77	114,193.89	117,000.00	65,905.24	117,000.00	125,000.00	125,000.00	125,000.00
Equipment & Unusual								
Operating Budget	\$220,898.77	\$114,193.89	\$117,000.00	\$65,905.24	\$117,000.00	\$125,000.00	\$125,000.00	\$125,000.00

PROGRAM:		GENERAL MANAGEMENT & SUPPORT		A		SUB PROGRAM ELEMENT:		OTHER EMPLOYEE BENEFITS	
SUB-PROGRAM:		EMPLOYEE WELFARE				DEPARTMENT:		CITY AUDITOR	032-10 032-13
				EXPENDITURES					
		FY 2007	FY 2008	FY 2009		FY 2010			
		Actual	Actual	July-December					
Classification		Expenditures	Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Other Charges									
032-10 Group Life Insurance									
5173 Group Life Insurance		83,198.77	89,194.05	90,000.00	45,554.50	90,000.00	95,000.00	95,000.00	95,000.00
032-13 Social Security									
5176 Social Security		137,700.00	24,999.84	27,000.00	20,350.74	27,000.00	30,000.00	30,000.00	30,000.00
Total General Expenses (10)		220,898.77	114,193.89	117,000.00	65,905.24	117,000.00	125,000.00	125,000.00	125,000.00

REDEMPTION OF BONDS

61-029-39

To administer the City's capital planning and related debt management, including serving as the chief contact with the bond rating agencies. To provide for the payment of the principal on bonded debt obligations.

The City Auditor is responsible for the administration of the City's capital planning and related debt management, including serving as the City's chief contact with the bond rating agencies. The rapid redemption of bond principal allows the City's total indebtedness to remain relatively low.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Water Equipment	\$240,000	\$200,000	\$160,000
Water Improvements	<u>\$1,460,000</u>	<u>\$3,462,000</u>	<u>\$2,972,000</u>
 Total Outstanding Bonds	 <u>\$1,700,000</u>	 <u>\$3,662,000</u>	 <u>\$3,132,000</u>
Bonds Retired In 10 Years	100%	73%	66%
Bonds Retired In 15 Years		88%	92%
Bonds Retired In 20 Years		100%	100%

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	1,212,291.00	1,319,487.00	1,090,885.00	510,885.00	1,090,885.00	1,493,982.00	1,493,982.00	1,493,982.00
Equipment & Unusual								
Operating Budget	\$1,212,291.00	\$1,319,487.00	\$1,090,885.00	\$510,885.00	\$1,090,885.00	\$1,493,982.00	\$1,493,982.00	\$1,493,982.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE	H	SUB PROGRAM ELEMENT:	REDEMPTION OF BONDS				
SUB-PROGRAM:	SEWER / WATER		DEPARTMENT:	CITY AUDITOR	60-029-39	61-029-39		
			EXPENDITURES					
	FY 2007	FY 2008	FY 2009		FY 2010			
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget Actual Expenditures Estimated Expenditures		Department Request	Mayor's Recommendation	Council Approval	
Debt Requirement								
60-029-39 Redemption of Bonds - Sewer								
5912 Serial Bond Water / Sewer	842,291.00	824,487.00	705,885.00 350,885.00 705,885.00		963,982.00	963,982.00	963,982.00	
61-029-39 Redemption of Bonds - Water								
5912 Serial Bond Water / Sewer	370,000.00	495,000.00	385,000.00 160,000.00 385,000.00		530,000.00	530,000.00	530,000.00	
Total General Expenses (10)	1,212,291.00	1,319,487.00	1,090,885.00 510,885.00 1,090,885.00		1,493,982.00	1,493,982.00	1,493,982.00	

INTEREST & CERTIFICATION

61-027-38

To administer the City's capital planning and related debt management, including serving as the chief contact with the bond rating agencies. To provide for the payment of interest expense on both long term and short term debt obligations.

The City Auditor is responsible for the administration of the City's capital planning and related debt management, including serving as the City's chief contact with the bond rating agencies. The payment of interest expense on both long term and short term debt obligations of the water fund are budgeted under this element.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
WATER			
BANS issued	\$1,580,000	\$985,000	
High Interest Rate	2.3%	3.0%	
Low Interest Rate	2.3%	2.0%	
Bonds Issued		\$2,347,000	\$985,000
Interest Rate		3.6%	4.0%
Maximum Borrowing Term		20 years	20 years
Moody's Rating	AA1	AA1	AA1
Standard & Poors Rating	AA+	AA+	AA+

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	296,139.33	392,580.25	548,372.00	184,388.65	454,252.00	579,248.00	579,248.00	579,248.00
Equipment & Unusual								
Operating Budget	\$296,139.33	\$392,580.25	\$548,372.00	\$184,388.65	\$454,252.00	\$579,248.00	\$579,248.00	\$579,248.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE	H	SUB PROGRAM ELEMENT:	INTEREST & CERTIFICATION					
SUB-PROGRAM:	SEWER / WATER		DEPARTMENT:	CITY AUDITOR	60-027-38				
					61-027-38				
			EXPENDITURES						
	FY 2007	FY 2008	FY 2009			FY 2010			
				July-December					
Classification	Actual	Actual	Budget	Actual	Estimated	Department	Mayor's	Council	
	Expenditures	Expenditures		Expenditures	Expenditures	Request	Recommendation	Approval	
Debt Requirement									
60-027-38 Interest & Certification - Sewer									
5917 Debt Interest Water / Sewer	183,412.71	288,295.93	369,172.00	130,049.57	301,080.00	396,948.00	396,948.00	396,948.00	
5926 Certification Charges	26,667.72	19,804.00	30,000.00	12,241.54	18,302.00	15,150.00	15,150.00	15,150.00	
61-027-38 Interest & Certification - Water									
5917 Debt Interest Water / Sewer	81,035.00	82,465.00	129,200.00	33,050.00	123,852.00	162,225.00	162,225.00	162,225.00	
5926 Certification Charges	5,023.90	2,015.32	20,000.00	9,047.54	11,018.00	4,925.00	4,925.00	4,925.00	
Total General Expenses (10)	296,139.33	392,580.25	548,372.00	184,388.65	454,252.00	579,248.00	579,248.00	579,248.00	

PROGRAM: GENERAL MANAGEMENT & SUPPORT A

SUB PROGRAM ELEMENT: PUBLIC BUILDINGS

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT: GENERAL SUPPORT 065
MAINTENANCE & REPAIR 066 & 067
CODE ENFORCEMENT 064

STATEMENT OF OBJECTIVES:

General Support: To provide the administrative support necessary for the management and maintenance of public buildings. To insure uniform and standard building code enforcement through supervision and review of inspection programs. To provide user friendly, efficient and courteous service. Building fee revenues pay for all services rendered by this department. FY 09 had a \$1,500,000 surplus. FY 2010 also projects budget surplus of \$1,000,000.

Maintenance: To maintain all city owned buildings, with the exception of schools, thereby supporting all other elements of city government through efficient upkeep of each departments physical plan requirements. To provide custodial supplies and custodial services and provide support services for all city sponsored events. Estimated cost for vacant (Hardy, Bright, Gaebler, Dog Pound Waterworks Bldg, Felton St, Fitch, Banks) buildings will be in 6 figures.

Repair: To efficiently make all repairs and alterations in public buildings by insuring that the necessary personnel, tools, material and services are available. To support all other elements in the City by making general and emergency repairs needed for their efficient operation. To provide quality tenant fitups and relocation for departmental operation in order to ensure efficient delivery of services to citizens of Waltham.

Code Enforcement: To regulate the construction, alteration, repair, use and occupancy of buildings in the City through the enforcement of the building, sign, plumbing and zoning codes.

INDIRECT COSTS

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	287,918	262,528
Pension Administration	18,695	25,610
Medical & Life Insurance	649,669	668,717
Heat, Light, Water	96,510	99,943
Building Repair & Maintenance	24,317	49,232
Building Insurance	3,245	3,091
Motor Vehicle Insurance	3,914	3,574
Motor Vehicle Maint & Repair	43,635	39,200
Workers Compensation	45,139	22,857
Total	<u>\$1,173,042</u>	<u>\$1,174,752</u>

OUTPUT MEASURES

GENERAL SUPPORT			
This element issues and records all building, plumbing, heating, gas and sign permits and certificates of occupancy and zoning complaints. Collection will be approximately \$3M in revenue this year.			
Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Revenue	\$4,143,472.22	\$4,000,000	\$5,000,000
Request to increase fee to \$18.00 per thousand. Fee last changed in 1990			

Maintenance & Repair			
The maintenance element directly supports all elements housed in public buildings through proper maintenance and custodial care of those buildings. The efficiency of all departments of municipal government is improved when the required physical plant of each department is kept in proper repair.			
Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Buildings Maintained and Repaired	52	54	56

PROGRAM: GENERAL MANAGEMENT & SUPPORT A

SUB-PROGRAM: PROPERTY MANAGEMENT

SUB PROGRAM ELEMENT: PUBLIC BUILDINGS

DEPARTMENT: GENERAL SUPPORT 065
 MAINTENANCE & REPAIR 066 & 067
 CODE ENFORCEMENT 064

CODE ENFORCEMENT			
Physical inspection or review of construction and use activities provides the means to eliminate unsafe construction practices, unsanitary or dangerous conditions in the City's dwellings and illegal use or exploitation of real property			
Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Sign Permits	87	80	80
Plumbing Permits	1,198	950	950
Gas Permits	1,030	950	950
Building Permits	1,538	1,660	1,660
Building Inspections	5,690	6,250	6,500
Plumbing Inspections	2,500	2,500	2,500

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	1,421,723.89	1,479,214.73	1,531,065.00	770,312.03	1,532,040.00	1,577,455.00	1,466,039.00	1,466,039.00
Contractual Services	289,886.51	323,468.82	277,431.00	118,808.36	279,061.99	304,431.00	189,150.00	189,150.00
Supplies & Materials	62,113.09	58,498.31	53,300.00	29,980.91	53,300.00	63,300.00	46,000.00	46,000.00
Other Charges	7,301.99	7,446.86	8,750.00	1,340.38	7,119.01	9,750.00	1,750.00	1,750.00
Equipment & Unusual	91,802.01	50,182.01	0.00	0.00	0.00	18,000.00	0.00	0.00
Operating Budget	\$1,872,827.49	\$1,918,810.73	\$1,870,546.00	\$920,441.68	\$1,871,521.00	\$1,972,936.00	\$1,702,939.00	\$1,702,939.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

PUBLIC BUILDINGS

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT:

GENERAL SUPPORT 065
MAINTENANCE & REPAIR 066 & 067
CODE ENFORCEMENT 064

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual		Actual		July-December		Estimated	Department Request		Mayor's		Council		
			#	Expenditures	#	Expenditures	#	Budget		Actual Expenditures	#	Rate	Total		#	Recommendation
1.	Insp of Bldg/Superintendent	19-6 (L10)	1	104,912.07	1	107,745.86	1	112,690	56,632.57	112,690.00	1	116,694.00	116,694.00	1	112,690.00	112,690.00
2.	Asst Supt of Bldgs	16-6 (L9)	1	86,345.80	1	88,090.47	1	92,240	46,354.65	92,240.00	1	95,625.00	95,625.00	0	0.00	0.00
3.	SPMG Foreman	13-6 (L11)	1	71,640.64	1	73,073.46	1	76,632	38,509.90	76,632.00	1	79,560.00	79,560.00	1	79,560.00	79,560.00
4.	SPMG Sr Building Inspector	13-6 (L10)	1	70,349.57	1	72,326.69	1	75,942	38,162.10	75,942.00	1	78,844.00	78,844.00	1	78,844.00	78,844.00
5.	SPMG Clerk of Works	13-6 (L9)	1	69,704.57	1	71,239.31	1	75,251	37,810.96	75,251.00	1	78,127.00	78,127.00	1	78,127.00	78,127.00
6.	SPMG Sr Building Inspector	13-6 (L8)	3	191,219.45	3	197,495.16	3	209,416	104,080.95	209,416.00	3	77,410.00	232,230.00	3	232,230.00	232,230.00
7.	SPMG Sr Plumbing & Gas Inspecto	13-6 (L8)	1	65,828.25	1	71,098.69	1	74,561	37,469.11	74,561.00	1	77,410.00	77,410.00	1	77,410.00	77,410.00
8.	SPMG Inspectors Admin Asst	11-6 (L11)	1	53,864.73	1	57,051.84	1	59,906	19,993.56	59,906.00	1	69,120.00	68,200.00	1	68,200.00	68,200.00
9.	Administrative Assistant	10-6 (L10)	1	56,449.86	1	57,578.92	1	60,505	30,404.35	60,505.00	1	62,986.00	62,986.00	1	60,551.00	60,551.00
10.	Office Coordinator	9	1	52,749.28	1	53,804.24	1	56,585	28,434.03	63,560.00						
11.	Associate Office Asst	7-6	1	39,090.98	1	41,467.28	1	45,422	22,807.78	45,422.00	1	47,351.00	47,351.00	1	45,422.00	45,422.00
12.	Sub Inspector PT		1	19,050.00	1	14,550.00	1	5,000	4,350.00	5,000.00	1		5,000.00		0.00	0.00
13.	Access Analyst 1 Day	12-1	1	9,930.09	1	10,128.70	1	10,648	5,350.98	10,648.00	1	55,405.00	11,081.00	1	10,648.00	10,648.00
14. LAB	Working Foreman II	11-6 (L10)	1	54,934.88	1	56,187.45	1	57,420	29,834.81	57,420.00	1	29.46	61,508.00	1	61,508.00	61,508.00
15. LAB	Painter	10-6 (L10)	2	89,239.52	2	105,717.49	2	108,226	56,236.74	108,226.00	2	27.79	116,034.00	2	116,034.00	116,034.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

PUBLIC BUILDINGS

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT:

GENERAL SUPPORT 065
MAINTENANCE & REPAIR 066 & 067
CODE ENFORCEMENT 064

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual		Actual		July-December				Department Request			Mayor's		Council
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	#	Total	Approval
16. LAB	Bldg Maint Person	7-6 (L10)	1	47,144.89	1	48,211.52	1	46,999	24,360.87	46,999.00	1	24.23	50,599.00	1	50,599.00	50,599.00
17. LAB	Bldg Maint Person	7-6 (L8)	3	121,296.00	3	127,991.05	3	138,287	70,754.53	132,287.00	3	23.79	152,017.00	3	152,017.00	152,017.00
18. LAB	Bldg Maint Person N	7-6	2	86,163.25	1	44,333.48	1	45,417	23,599.55	45,417.00	1	23.35	48,759.00	1	48,759.00	48,759.00
19. LAB	Bldg Maint Person	7-6	1	38,600.64	2	83,233.22	2	85,692	44,523.47	85,692.00	2	22.03	91,988.00	2	91,998.00	91,998.00
20. LAB	Bldg Maint Person N	7-5	1	35,717.47	1	37,969.59	1	40,767	20,785.47	40,767.00	1	22.24	45,509.00	1	45,509.00	45,509.00
21. LAB	Bldg Maint Person	7-5	1	33,700.64	1	35,820.50	1	38,459	19,608.89	38,459.00	1	20.98	42,933.00	1	42,933.00	42,933.00
22.	Compliance Officer			2,999.56		3,000.00		3,000	1,479.34	3,000.00		3,000.00	3,000.00		3,000.00	3,000.00
Total			27	1,400,932.14	27	1,458,114.92	27	1,519,065	761,544.61	1,520,040.00	26		1,565,455.00	24	1,456,039.00	1,456,039.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	862,155.20	890,971.92	939,150	460,659.96	946,125.00	937,027.00	833,034.00	833,034.00
5113 Salaries - Part Time	31,979.65	27,678.70	18,648	11,180.32	18,648.00	19,081.00	13,648.00	13,648.00
5112 Wages - Full Time	506,797.29	539,464.30	561,267	289,704.33	555,267.00	609,347.00	609,357.00	609,357.00
5134 Overtime	20,791.75	21,099.81	12,000	8,767.42	12,000.00	12,000.00	10,000.00	10,000.00
Total Personnel Expenses (05)	1,421,723.89	1,479,214.73	1,531,065.00	770,312.03	1,532,040.00	1,577,455.00	1,466,039.00	1,466,039.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

GENERAL SUPPORT

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT:

GENERAL SUPPORT 065
MAINTENANCE & REPAIR 066 & 067
CODE ENFORCEMENT 064

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Contractual Services								
5192 Mileage Allowance	89.76	81.85	600.00	130.52	469.49	700.00	500.00	500.00
5231 Water	449.99	1,027.89	300.00	119.82	300.00	500.00	0.00	0.00
5238 Service to Equipment			300.00		300.00	500.00	0.00	0.00
5239 Window Maintenance	905.00		7,500.00		7,500.00	8,500.00	0.00	0.00
5240 Cleaning & Sanitation	3,363.95	4,300.90	1,500.00	1,685.16	1,685.16	2,500.00	3,400.00	3,400.00
5241 Repair Equipment not MV	3,687.41	1,738.03	1,500.00	333.51	1,500.00	2,000.00	1,000.00	1,000.00
5242 Maintenance of Office Equipment	2,855.74	1,464.82	1,200.00	358.00	1,200.00	1,700.00	1,000.00	1,000.00
5243 Repair Tools			500.00		500.00	700.00	0.00	0.00
5245 Repair to Buildings	38,855.24	69,857.47	32,000.00	818.62	27,969.92	33,000.00	0.00	0.00
5253 Repair Small Tools			500.00	75.00	500.00	700.00	100.00	100.00
5257 Maint of Elevator	6,375.00	6,500.00	7,000.00	3,018.72	7,000.00	8,000.00	8,000.00	8,000.00
5260 Maint of Generator	1,435.00	1,695.58	2,000.00		2,000.00	3,000.00	1,000.00	1,000.00
5271 Uniform Rental	5,456.90	5,524.20	3,000.00	2,411.75	3,000.00	4,000.00	4,000.00	4,000.00
5276 Equipment Rental	3,330.00	1,871.10	3,000.00	1,342.80	3,000.00	4,200.00	1,500.00	1,500.00
5300 Constables	305.00	675.00	150.00	542.00	542.00	450.00	450.00	450.00
5316 Public Safety Service	4,935.70	1,170.88	200.00	3,750.96	3,750.96	700.00	700.00	700.00
5324 Pest Control	1,842.90	4,377.00	1,000.00	1,293.96	1,293.96	1,200.00	1,500.00	1,500.00
5325 Intrusion Detection	1,529.00	1,188.00	900.00	604.50	900.00	1,200.00	1,600.00	1,600.00
5340 Postage	411.00	497.31	350.00	337.64	350.00	700.00	400.00	400.00
5381 Printing & Binding	1,534.60	2,135.39	1,431.00	1,969.50	2,800.50	1,681.00	2,000.00	2,000.00
5245 Repair to Buildings								
-20 Banks School	687.90	6,233.49	4,000.00	8,374.62	8,374.62	4,000.00	0.00	0.00
-45 Met State		2,708.76		1,452.10	1,452.62	500.00	0.00	0.00
-51 City Hall	17,563.17	19,290.46	25,000.00	4,698.51	20,173.68	25,000.00	25,000.00	25,000.00
-52 Senior Center	4,223.09	12,757.46	9,000.00	7,519.77	9,000.00	9,000.00	15,000.00	15,000.00
-53 Cemetery	1,960.80	2,530.10	5,000.00	2,618.02	5,000.00	5,000.00	0.00	0.00
-54 Emergency Management	5,760.94	1,961.10	2,000.00	2,122.25	2,122.25	2,000.00	0.00	0.00
-55 Lake St. Fire Station	8,763.36	3,390.72	2,000.00	225.50	1,877.75	2,000.00	0.00	0.00
-56 Moody St. Fire Station	3,010.48	4,882.70	5,000.00	4,277.70	5,000.00	5,000.00	0.00	0.00
-57 Prospect St. Fire Station	75.00	420.50	4,000.00	10,251.58	10,251.58	4,000.00	0.00	0.00
-58 Willow St. Fire Station	8,858.07	1,369.71	1,000.00	2,536.06	2,536.06	1,000.00	0.00	0.00
-59 Trapelo Rd. Fire Station	4,370.94	1,929.17		1,121.45	1,121.45	0.00	0.00	0.00
-60 Leary Field Recreation Building	2,692.55	19,470.32	1,000.00	1,525.00	1,525.00	1,000.00	0.00	0.00
-61 25 Lexington Street	2,934.65	2,797.69	4,000.00		4,000.00	4,000.00	0.00	0.00
-62 Hardy School			2,000.00	126.87	2,000.00	2,000.00	0.00	0.00
-63 Main St Library	15,494.97	13,850.34	25,000.00	6,978.02	21,818.00	25,000.00	25,000.00	25,000.00
-66 Vet's Fieldhouse				1,445.23	1,445.23		0.00	0.00
-69 Carter St. Police Sub Station		577.00	2,000.00	1,314.62	2,000.00	2,000.00	0.00	0.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

PUBLIC BUILDINGS

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT:

GENERAL SUPPORT 065
MAINTENANCE & REPAIR 066 & 067
CODE ENFORCEMENT 064

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
-70 Wires Building	11,157.88	12,096.31	4,000.00	7,214.99	7,314.99	4,000.00	0.00	0.00
-71 Veterans Building			1,000.00		1,000.00	1,000.00	0.00	0.00
-73 Recreation Building Prospect Hill Park	4,618.06	4,012.85	2,000.00	768.40	2,000.00	2,000.00	0.00	0.00
-74 Municipal Center	62,745.22	58,878.31	65,000.00	12,764.61	55,533.53	65,000.00	65,000.00	65,000.00
-76 Garages				466.00	466.00		0.00	0.00
-78 Wellington House	11.70	227.50		151.80	151.60	1,000.00	0.00	0.00
-80 Vet's Skating Rink							0.00	0.00
-81 Cacciatore Field	401.50			75.00	75.00		0.00	0.00
-82 Lazazzero Field			500.00	514.61	514.61	500.00	0.00	0.00
-86 Animal Control / Future vacant schools	3,104.10	2,850.46	500.00	211.50	500.00	500.00	0.00	0.00
-87 Paine Estate	10,366.63	6,033.52	16,000.00	5,631.60	9,627.03	16,000.00	0.00	0.00
-88 Gaebler School	292.18					5,000.00	0.00	0.00
-90 Government Center	33,781.66	36,693.84	25,000.00	12,042.59	25,000.00	25,000.00	25,000.00	25,000.00
-91 Nipper Maher	850.00	1,905.13	2,000.00		2,000.00	2,000.00	0.00	0.00
-92 Prospect Hill		462.00		2,465.00	2,465.00		0.00	0.00
-93 Cutter St Voting Booth			500.00		500.00	500.00	0.00	0.00
-95 Lake St Sub Station			1,000.00		1,000.00	1,000.00	0.00	0.00
Bright School						4,000.00	0.00	0.00
South Middle School						5,000.00	5,000.00	5,000.00
-94 73 Charles Street						500.00	0.00	0.00
-97 Pumping Station	8,799.47	1,913.96		654.00	654.00		0.00	0.00
-98 Cornelia Warren		120.00	1,000.00	468.50	1,000.00	1,000.00	0.00	0.00
-99 Warrendale Shack			1,000.00		1,000.00	1,000.00	0.00	0.00
Public Parking Garage-Moody St			500.00		500.00	500.00	500.00	500.00
Public Parking Garage-Common St			1,500.00		1,500.00	1,500.00	1,500.00	1,500.00
Total	289,886.51	323,468.82	277,431.00	118,808.36	279,061.99	304,431.00	189,150.00	189,150.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

PUBLIC BUILDINGS

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT:

GENERAL SUPPORT 065
MAINTENANCE & REPAIR 066 & 067
CODE ENFORCEMENT 064

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Supplies & Materials								
5398 Signs			1,000.00		1,000.00	2,000.00	0.00	0.00
5420 Office Supplies	2,798.19	3,298.24	2,300.00	1,004.90	2,300.00	2,900.00	2,000.00	2,000.00
5423 Books & Manuals	107.66	974.97	1,000.00	855.78	1,105.78	1,000.00	900.00	900.00
5430 Public Safety Supplies	4,959.78	1,550.20	750.00	1,117.10	750.00	1,150.00	1,600.00	1,600.00
5434 Building Supplies	5,771.27	4,813.02	7,000.00	2,880.97	7,000.00	8,000.00	5,000.00	5,000.00
5435 Electrical Supplies		276.59	500.00		500.00	900.00	0.00	0.00
5450 Cleaning & Supplies	24,383.52	23,910.13	21,000.00	17,605.37	21,000.00	23,000.00	21,000.00	21,000.00
5463 Flowers, Trees, Shrubs		198.99	1,500.00		1,500.00	2,500.00	0.00	0.00
5536 Lumber	5,336.96	7,789.71	4,000.00	1,995.14	4,000.00	5,000.00	4,000.00	4,000.00
5580 Flags & Bunting	550.95	2,023.50	3,500.00		3,500.00	4,500.00	1,000.00	1,000.00
5581 Clothing, Gloves, Shoes	15,540.91	8,380.13	6,500.00	2,264.87	6,500.00	6,500.00	6,500.00	6,500.00
5582 Camera & Photo Supplies		92.00	250.00		144.22	250.00	0.00	0.00
5587 Small Tools			500.00		500.00	800.00	0.00	0.00
5589 Sprays & Chemicals			500.00		500.00	800.00	0.00	0.00
5598 Paint	2,663.85	5,190.83	3,000.00	2,256.78	3,000.00	4,000.00	4,000.00	4,000.00
Total	62,113.09	58,498.31	53,300.00	29,980.91	53,300.00	63,300.00	46,000.00	46,000.00
Other Charges								
5152 Training		335.00	1,000.00	0.00	1,000.00	2,000.00	250.00	250.00
5730 Conference Expense	2,607.32	2,116.11	3,000.00	485.00	1,369.01	3,000.00	0.00	0.00
5731 Dues	1,322.19	1,210.00	1,250.00	755.38	1,250.00	1,250.00	0.00	0.00
5733 Licenses	100.00	572.00	500.00	100.00	500.00	500.00	500.00	500.00
5794 Holiday	3,272.48	3,213.75	3,000.00		3,000.00	3,000.00	1,000.00	1,000.00
Total	7,301.99	7,446.86	8,750.00	1,340.38	7,119.01	9,750.00	1,750.00	1,750.00
Total General Expenses (10)	359,301.59	389,413.99	339,481.00	150,129.65	339,481.00	377,481.00	236,900.00	236,900.00
Equipment & Unusual								
5245-01 Secure Unsafe Property		3,790.00				5,000.00	0.00	0.00
5245-56 Repair to Moody St Fire Station	72,742.01	46,392.01						
5327 Oil Tank Removal	14,060.00					8,000.00	0.00	0.00
5310 Outside Legal Services	5,000.00					5,000.00	0.00	0.00
Total	91,802.01	50,182.01	0.00	0.00	0.00	18,000.00	0.00	0.00
Total Equipment & Unusual Expenses (15)	91,802.01	50,182.01	0.00	0.00	0.00	18,000.00	0.00	0.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: PUBLIC BUILDING UTILITIES

SUB-PROGRAM: PROPERTY MANAGEMENT DEPARTMENT: PUBLIC BUILDINGS 068

STATEMENT OF OBJECTIVES:

To provide heat, light and water for all city buildings.

DESCRIPTION OF OUTPUT STATEMENT:

Relationship of output to program objective: This element takes care of all heat, light and water bills for the city buildings.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

	FY 2008	FY 2009	FY 2010
Output Measure	Actual	Estimated	Projected
Number of buildings	52	54	56

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services	966,525.12	982,067.28	833,207.00	356,326.81	883,207.00	1,162,687.00	982,324.00	982,324.00
Supplies & Materials								
Other Charges								
Equipment & Unusual								
Operating Budget	\$966,525.12	\$982,067.28	\$833,207.00	\$356,326.81	\$883,207.00	\$1,162,687.00	\$982,324.00	\$982,324.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

PUBLIC BUILDING UTILITIES

SUB-PROGRAM: PROPERTY MANAGEMENT

DEPARTMENT:

PUBLIC BUILDINGS

068-10

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Contractual Services								
5200 Utilities								
-20 Banks School	60,883.04	48,975.17	36,000.00	3,244.58	36,000.00	36,000.00	5,000.00	5,000.00
-51 City Hall	72,176.16	90,654.26	93,600.00	32,284.20	93,600.00	93,600.00	93,600.00	93,600.00
-52 Senior Center	53,625.85	50,716.43	47,920.00	23,181.28	47,920.00	47,920.00	47,900.00	47,900.00
-53 Cemetery	12,348.27	12,140.93	6,240.00	2,716.45	6,240.00	6,240.00	5,000.00	5,000.00
-54 Emergency Management	27,533.05	20,816.78	16,972.00	7,248.15	16,972.00	16,972.00	16,972.00	16,972.00
-55 Lake St. Fire Station	8,762.46	10,757.27	11,232.00	2,856.58	11,232.00	11,232.00	11,232.00	11,232.00
-56 Moody St. Fire Station	29,772.37	33,990.82	24,960.00	11,703.43	24,960.00	24,960.00	24,960.00	24,960.00
-57 Prospect St. Fire Station	10,308.33	11,144.78	11,232.00	2,987.74	11,232.00	11,232.00	11,232.00	11,232.00
-58 Willow St. Fire Station	8,946.02	10,301.83	11,232.00	3,130.22	11,232.00	11,232.00	11,232.00	11,232.00
-59 Trapelo Rd. Fire Station	12,470.82	13,054.17	11,232.00	4,471.52	11,232.00	11,232.00	11,232.00	11,232.00
-60 Leary Field Recreation Building	8,500.86	8,731.47	7,480.00	1,565.13	7,480.00	7,480.00	4,000.00	4,000.00
-61 25 Lexington Street	6,974.03	4,739.52	7,200.00	927.95	7,200.00	7,200.00	7,200.00	7,200.00
-62 Hardy School	10,885.70	28,583.43	24,000.00	8,088.10	24,000.00	24,000.00	0.00	0.00
-63 Main St Library	124,084.13	125,765.14	105,560.00	64,072.54	105,560.00	120,000.00	120,000.00	120,000.00
-65 Teen Center	492.22	3,867.08	1,248.00	354.35	1,248.00	1,248.00	0.00	0.00
-69 Carter St. Police Sub Station	9,231.53	7,566.80	8,736.00	5,975.89	8,736.00	8,736.00	8,736.00	8,736.00
-70 Wires Bldg	41,027.80	35,946.84	24,960.00	15,638.21	24,960.00	30,000.00	5,000.00	5,000.00
-71 Veterans Building	2,658.47	2,979.24	4,992.00	169.20	4,992.00	4,992.00	4,992.00	4,992.00
-73 Recreation Building Prospect Hill Park	11,915.51	15,714.41	8,736.00	2,691.43	8,736.00	8,736.00	8,736.00	8,736.00
-74 Municipal Center	280,586.76	297,754.64	237,000.00	106,315.29	287,000.00	287,000.00	287,000.00	287,000.00
-75 Pumping Station	80.59			16.28	16.28	0.00	0.00	0.00
-86 Animal Control / Future vacant schools	2,430.63	4,155.19	8,736.00	670.45	8,736.00	8,736.00	0.00	0.00
-87 Paine Estate	31,385.53	23,987.45	18,720.00	10,051.18	18,720.00	18,720.00	18,700.00	18,700.00
-90 Government Center	132,878.94	116,323.01	93,600.00	45,458.40	93,600.00	93,600.00	93,600.00	93,600.00
-93 Cutter St Voting Booth	5,114.89	3,279.23	3,640.00	264.23	3,640.00	3,640.00	1,000.00	1,000.00
-94 73 Charles Street		80.33	4,360.00	14.02	4,343.72	4,360.00	0.00	0.00
-95 Lake St Sub Station	1,451.16	41.06	3,619.00	230.01	3,619.00	3,619.00	0.00	0.00
-78 Wellington House						5,000.00	0.00	0.00
- Bright School						75,000.00	5,000.00	5,000.00
- South Middle School						180,000.00	180,000.00	180,000.00
Total	966,525.12	982,067.28	833,207.00	356,326.81	883,207.00	1,162,687.00	982,324.00	982,324.00
Total General Expenses (10)	966,525.12	982,067.28	833,207.00	356,326.81	883,207.00	1,162,687.00	982,324.00	982,324.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** CITY CLERKS OFFICE

SUB-PROGRAM: RECORDS MANAGEMENT **DEPARTMENT:** CITY CLERK **039**

STATEMENT OF OBJECTIVES:

To directly serve the general public and to support all departments of municipal government through proper maintenance and disposition of city records.

DESCRIPTION OF OUTPUT STATEMENT:

Services to public: The City Clerks Office records all births, deaths and marriages occurring in Waltham. Records and issues various licenses including fish & game, dog, lodging house, sale of motor vehicles, auctioneer, fuel storage, raffles, second hand articles, pool & bowling, etc.. Records and issues business certificates and issues attested or certified copies of numerous public records. Also maintains records of personal mortgage filings (U.C.C.), trusts, assignments, etc. Internal services: records communications, orders, ordinances, resolutions and details of all City Council meetings, also maintains certain records of all departments and boards as detailed in Mass general laws and general ordinances.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs for Clerk/Voter Registration	FY 2007	FY 2008
Pension-Contributory/FICA	161,830	136,469
Pension Administration	10,725	13,525
Medical & Life Insurance	218,619	243,670
Heat, Light, Water	7,218	9,066
Building Repair & Maintenance	6,230	4,750
Building Insurance	384	366
Total	\$405,006	\$407,846

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Births Recorded	788	710	710
Deaths Recorded	214	520	520
Marriage Licenses	418	510	510
Licenses - Dog	1,040	1,600	1,620
Licenses - Fish & Game		0	0
Marriage Intentions	448	600	600
UCC Chattel-Mortgages	0	0	0
Customers Served at Counter	25,000	32,000	32,000
City Clerk Receipts	\$134,477	\$155,000	\$155,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	296,943.24	305,106.63	322,522.00	162,052.53	322,522.00	334,611.00	327,486.00	327,486.00
Contractual Services	19,703.41	22,732.29	21,850.00	16,623.68	26,450.00	21,850.00	18,550.00	18,550.00
Supplies & Materials	739.10	3,672.73	5,000.00	675.32	1,500.00	5,000.00	2,500.00	2,500.00
Other Charges	3,331.00	2,832.42	3,500.00	25.00	2,400.00	3,500.00	1,500.00	1,500.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$320,716.75	\$334,344.07	\$352,872.00	\$179,376.53	\$352,872.00	\$364,961.00	\$350,036.00	\$350,036.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: CITY CLERKS OFFICE

SUB-PROGRAM: RECORDS MANAGEMENT DEPARTMENT: CITY CLERK 039-05

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual # Expenditures		Actual # Expenditures		July-December			Department Request			Mayor's Recommendation		Council Approval	
							#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	#	Total	
Grade-Step																
1.	City Clerk	18-6 (L9)	1	97,625.51	1	99,722.02	1	105,147.00	52,834.11	105,147.00	1	108,919.00	108,919.00	1	105,147.00	105,147.00
2.	Assistant City Clerk	16-6 (L8)	1	85,570.60	1	87,282.07	1	91,394.00	45,929.36	91,394.00	1	94,747.00	94,747.00	1	91,394.00	91,394.00
3.	SPMG Executive Assistant	12-6 (L9)	1	65,240.62	1	66,641.65	1	70,472.00	35,408.52	70,472.00	1	73,204.00	73,204.00	1	73,204.00	73,204.00
4.	SPMG Administrative Assistant	10-6	1	48,506.51	1	51,460.89	1	55,509.00	27,880.54	55,509.00	1	57,741.00	57,741.00	1	57,741.00	57,741.00
Total			4	296,943.24	4	305,106.63	4	322,522	162,052.53	322,522.00	4	334,611.00		4	327,486.00	327,486.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	296,943.24	305,106.63	322,522	162,052.53	322,522.00	334,611.00	327,486.00	327,486.00
Total Personnel Expenses (05)	296,943.24	305,106.63	322,522	162,052.53	322,522.00	334,611.00	327,486.00	327,486.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: CITY CLERKS OFFICE

SUB-PROGRAM: RECORDS MANAGEMENT DEPARTMENT: CITY CLERK 039-10

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowances			50.00		50.00	50.00	50.00	50.00
5231 Water	1,194.39	1,600.05	800.00	474.87	800.00	800.00	0.00	0.00
5242 Maintenance of Office Equipment	3,628.20	3,024.55	3,000.00	2,778.00	3,000.00	3,000.00	3,000.00	3,000.00
5272 Rental Office Equipment	537.45		2,100.00	537.45	2,100.00	2,100.00	1,000.00	1,000.00
5302 Advertising	6,015.52	8,305.41	4,400.00	11,994.36	12,000.00	4,400.00	4,400.00	4,400.00
5340 Postage	3,198.60	4,228.25	4,000.00	0.00	4,000.00	4,000.00	4,000.00	4,000.00
5381 Printing & Binding	5,129.25	5,574.03	7,500.00	839.00	4,500.00	7,500.00	6,100.00	6,100.00
Total	19,703.41	22,732.29	21,850.00	16,623.68	26,450.00	21,850.00	18,550.00	18,550.00
Supplies & Materials								
5420 Office Supplies	739.10	3,672.73	5,000.00	675.32	1,500.00	5,000.00	2,500.00	2,500.00
Total	739.10	3,672.73	5,000.00	675.32	1,500.00	5,000.00	2,500.00	2,500.00
Other Charges								
5152 Training			1,500.00		800.00	400.00	0.00	0.00
5308 Recording	2,450.00	1,400.00	1,000.00		800.00	1,200.00	1,200.00	1,200.00
5730 Conference Expense	70.00	787.42	500.00		300.00	1,000.00	0.00	0.00
5731 Dues	811.00	645.00	400.00	25.00	400.00	800.00	200.00	200.00
5740 Insurance & Surety Bonds			100.00		100.00	100.00	100.00	100.00
Total	3,331.00	2,832.42	3,500.00	25.00	2,400.00	3,500.00	1,500.00	1,500.00
Total General Expenses (10)	23,773.51	29,237.44	30,350.00	17,324.00	30,350.00	30,350.00	22,550.00	22,550.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** VOTER REGISTRATION & ELECTION

SUB-PROGRAM: VOTER REGISTRATION **DEPARTMENT:** BOARD OF REG OF VOTERS 017

STATEMENT OF OBJECTIVES:

To conduct all general, municipal and primary elections with maximum efficiency and accuracy. To facilitate and insure maximum registration and voting.

DESCRIPTION OF OUTPUT STATEMENT:

The Board of Registrars of Voters conducts annual census of all residents and records in an annual list all citizens 17 years of age and older. It conducts daily and evening sessions for registration of voters, also enters all "mail-in" registrations and enters all resident and voter information into the new state "Motor-Voter" program; VRIS = Voter Registration Information System. This must be updated on a daily basis. Registration of voters, certifies signatures of registered voters on nomination papers for all offices, and supervises conduct of all elections.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Registered Voters	35,000	32,000	34,000
Elections Conducted	2	2	2
Precincts	18	18	18
People in Annual Census List	59,226	59,226	59,226
Voting Machines	20	18	18

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	179,846.09	188,250.80	204,265.00	101,572.14	204,265.00	214,335.00	205,407.00	205,407.00
Contractual Services	79,266.71	85,352.13	94,300.00	42,685.35	94,300.00	94,300.00	79,300.00	79,300.00
Supplies & Materials	8,279.20	9,844.04	7,000.00	3,359.03	7,000.00	7,000.00	7,000.00	7,000.00
Other Charges	1,027.50	7,667.10	1,200.00	1,749.90	1,750.00	8,200.00	8,000.00	8,000.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$268,419.50	\$291,114.07	\$306,765.00	\$149,366.42	\$307,315.00	\$323,835.00	\$299,707.00	\$299,707.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: VOTER REGISTRATION & ELECTION

SUB-PROGRAM: VOTER REGISTRATION DEPARTMENT: BOARD OF REG OF VOTERS 017-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual		Actual		July-December				Department Request		Mayor's		Council	
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	#	Total	Approval
1.	Registration Clerk			2,499.56		2,500.00		2,500	1,227.85	2,500.00		2,500.00	2,500.00		2,500.00	2,500.00
2.	Voting Machine Custodian			500.00		500.00		500	251.49	500.00		500.00	500.00		500.00	500.00
3.	Registrars	*	3	2,500.00	3	2,250.00	3	3,000	750.00	3,000.00	3	1,000.00	3,000.00	3	0.00	0.00
4.	SPMG Administrative Assistant	10-6 (L9)	1	55,932.06	1	57,133.26	1	60,505	30,399.98	60,505.00	1	62,938.00	62,938.00	1	62,938.00	62,938.00
5.	Assistant Registrar	7-6 (L8)	1	42,281.08	1	43,268.36	1	49,056	24,617.55	49,056.00	1	51,139.00	51,139.00	1	49,056.00	49,056.00
6.	Assistant Registrar	7-6	1	38,921.76	1	43,126.56	1	45,422	22,824.10	45,422.00	1	47,351.00	47,351.00	1	45,422.00	45,422.00
7.	Assistant Registrar	7-6	1	37,211.63	1	39,472.62	1	43,282	21,501.17	43,282.00	1	47,351.00	46,907.00	1	44,991.00	44,991.00
Total			7	179,846.09	7	188,250.80	7	204,265	101,572.14	204,265.00	7	214,335.00		7	205,407.00	205,407.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	174,346.53	183,000.80	198,265	99,342.80	198,265.00	208,335.00	202,407.00	202,407.00
5113 Salaries - Part Time	2,999.56	3,000.00	3,000	1,479.34	3,000.00	3,000.00	3,000.00	3,000.00
5194 Boards & Commissions	2,500.00	2,250.00	3,000	750.00	3,000.00	3,000.00	0.00	0.00
Total Personnel Expenses (05)	179,846.09	188,250.80	204,265	101,572.14	204,265.00	214,335.00	205,407.00	205,407.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: VOTER REGISTRATION & ELECTION

SUB-PROGRAM: VOTER REGISTRATION DEPARTMENT: BOARD OF REG OF VOTERS 017-10

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage	567.33	145.66	200.00	103.55	200.00	200.00	200.00	200.00
5241 Repair Equipment not MV	4,063.40						4,000.00	4,000.00
5302 Advertising	11,056.40	8,132.48	6,000.00	314.40	6,000.00	6,000.00	6,000.00	6,000.00
5340 Postage	15,668.17	13,239.07	19,100.00		19,000.00	19,000.00	15,000.00	15,000.00
5380 Census	10,623.59	1,974.00	14,000.00	4,172.00	14,000.00	14,000.00	10,000.00	10,000.00
5381 Printing & Binding	10,299.82	26,919.92	15,000.00	10,161.40	15,000.00	15,000.00	14,000.00	14,000.00
5384 Freight & Trucking		60.00			100.00	100.00	100.00	100.00
5400 Elections	26,988.00	34,881.00	40,000.00	27,934.00	40,000.00	40,000.00	30,000.00	30,000.00
Total	79,266.71	85,352.13	94,300.00	42,685.35	94,300.00	94,300.00	79,300.00	79,300.00
Supplies & Materials								
5420 Office Supplies	8,279.20	9,844.04	7,000.00	3,359.03	7,000.00	7,000.00	7,000.00	7,000.00
Total	8,279.20	9,844.04	7,000.00	3,359.03	7,000.00	7,000.00	7,000.00	7,000.00
Other Charges								
5492 Groceries & Provisions	902.50	617.50	1,000.00	1,100.00	1,100.00	1,000.00	1,000.00	1,000.00
5731 Dues	125.00	55.20	200.00	649.90	650.00	200.00	0.00	0.00
5800 Inaugural Expenses		6,994.40				7,000.00	7,000.00	7,000.00
Total	1,027.50	7,667.10	1,200.00	1,749.90	1,750.00	8,200.00	8,000.00	8,000.00
Total General Expenses (10)	88,573.41	102,863.27	102,500.00	47,794.28	103,050.00	109,500.00	94,300.00	94,300.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** CITY COUNCIL

SUB-PROGRAM: LEGISLATIVE **DEPARTMENT:** CITY COUNCIL **007**

STATEMENT OF OBJECTIVES:

To enact all legislation necessary to the effective operation of city government. To represent the citizens of Waltham.

DESCRIPTION OF OUTPUT STATEMENT:

The fifteen City Councilors serve as the City's legislative body. They enact legislation which helps determine city policies and programs and they evaluate and approve all appropriations and taxation.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	90,295	88,086
Pension Administration	6,014	8,785
Medical & Life Insurance	323,010	385,181
Heat, Light, Water	18,600	19,857
Building Repair & Maintenance	9,344	7,124
Building Insurance	478	456
Total	<u>\$447,741</u>	<u>\$509,489</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
City Council Meetings			
Committee Meetings			
Public Hearings			
Communications, resolutions			

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	248,055.78	255,067.78	260,745.00	129,071.06	260,745.00	267,069.00	267,069.00	267,069.00
Contractual Services	55,253.51	56,679.61	58,800.00	27,150.00	58,800.00	56,550.00	54,300.00	54,300.00
Supplies & Materials	2,439.43	2,923.07	1,200.00	1,124.57	1,200.00	1,000.00	1,000.00	1,000.00
Other Charges	4,259.96	2,743.70	6,500.00	0.00	6,500.00	6,000.00	2,000.00	2,000.00
Equipment & Unusual	615.00	0.00	15,000.00	0.00	0.00	15,000.00	5,000.00	5,000.00
Operating Budget	<u>\$310,623.68</u>	<u>\$317,414.16</u>	<u>\$342,245.00</u>	<u>\$157,345.63</u>	<u>\$327,245.00</u>	<u>\$345,619.00</u>	<u>\$329,369.00</u>	<u>\$329,369.00</u>

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: CITY COUNCIL

SUB-PROGRAM: LEGISLATIVE DEPARTMENT: CITY COUNCIL 007-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual		Actual		July-December			Mayor's			Council			
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	#	Recommendation Total	Approval
1.	Council President		1	14,887.02	1	15,604.50	1	15,983	7,917.48	15,983.00	1	16,678.00	16,405.00	1	16,405.00	16,405.00
2.	City Councilor		14	205,168.02	14	211,463.28	14	216,762	107,345.28	216,762.00	14	16,178.00	222,664.00	14	222,664.00	222,664.00
3.	Clerk-Council		1	7,000.36	1	7,000.00	1	7,000	3,452.14	7,000.00	1	7,000.00	7,000.00	1	7,000.00	7,000.00
4.	Clerk-Committees		1	7,000.36	1	7,000.00	1	7,000	3,452.14	7,000.00	1	7,000.00	7,000.00	1	7,000.00	7,000.00
5.	Clerk-Finance/Committee of the Whole		1	7,000.36	1	7,000.00	1	7,000	3,452.14	7,000.00	1	7,000.00	7,000.00	1	7,000.00	7,000.00
6.	Clerk-LT Debt-Community Development		2	6,999.66	2	7,000.00	2	7,000	3,451.88	7,000.00	2	3,500.00	7,000.00	2	7,000.00	7,000.00
Total			20	248,055.78	20	255,067.78	20	260,745	129,071.06	260,745.00	20	267,069.00		20	267,069.00	267,069.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	248,055.78	255,067.78	260,745	129,071.06	260,745.00	267,069.00	267,069.00	267,069.00
Total Personnel Expenses (05)	248,055.78	255,067.78	260,745	129,071.06	260,745.00	267,069.00	267,069.00	267,069.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

CITY COUNCIL

SUB-PROGRAM: LEGISLATIVE

DEPARTMENT:

CITY COUNCIL

007-10, 15

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Contractual Services								
5191 Council Monthly Expense	54,303.00	54,300.00	54,300.00	27,150.00	54,300.00	54,300.00	54,300.00	54,300.00
5340 Postage		250.00	500.00		500.00	250.00	0.00	0.00
5381 Printing & Binding	400.00	1,614.43	2,500.00		2,500.00	1,500.00	0.00	0.00
5383 Photographs	550.51	515.18	1,500.00		1,500.00	500.00	0.00	0.00
Total	55,253.51	56,679.61	58,800.00	27,150.00	58,800.00	56,550.00	54,300.00	54,300.00
Supplies & Materials								
5420 Office Supplies	2,439.43	2,923.07	1,200.00	1,124.57	1,200.00	1,000.00	1,000.00	1,000.00
Total	2,439.43	2,923.07	1,200.00	1,124.57	1,200.00	1,000.00	1,000.00	1,000.00
Other Charges								
5492 Groceries & Provisions	433.76	1,000.70	1,500.00		1,500.00	1,000.00	0.00	0.00
5730 Conference Expense	3,826.20	1,743.00	5,000.00		5,000.00	5,000.00	2,000.00	2,000.00
Total	4,259.96	2,743.70	6,500.00	0.00	6,500.00	6,000.00	2,000.00	2,000.00
Total General Expenses (10)	61,952.90	62,346.38	66,500.00	28,274.57	66,500.00	63,550.00	57,300.00	57,300.00
Equipment & Unusual								
5310 Legal Assistance			15,000.00			15,000.00	5,000.00	5,000.00
5422 Council Minutes Program	615.00							
Total Equipment & Unusual Expenses (15)	615.00	0.00	15,000.00	0.00	0.00	15,000.00	5,000.00	5,000.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** CONSERVATION COMMISSION

SUB-PROGRAM: DEVELOPMENT PLANNING **DEPARTMENT:** CONSERVATION COMMISSION 487

STATEMENT OF OBJECTIVES:

To improve the environmental quality of the City of Waltham, and to promote, develop and conserve its natural resources, air, land and water.

DESCRIPTION OF OUTPUT STATEMENT:

1. Environmental Protection - Enforce all laws for conservation of natural resources, awareness of laws to work for enforcement of the Wetlands Protection Act (GL 131, S 40).

Regulatory responsibility under this law include conducting public hearings, issuing and enforcing compliance with orders of conditions.

2. Water Resource - Develop and implement plans and programs for protection and improving of water, including surface and ground eater supplies.

3. Wetlands - Inventory all wetland and suggest protection measures.

4. Open Space - Inventory all open spaces of one acre or more. Prepare open space plan and work for implementation.

5. Land Acquisition - Suggest land acquisition for conservation through purchase, easement, gift, etc. to Mayor and Council.

6. Conservation Education - Work with School Department and civic organizations for better understanding of environmental problems and solutions.

7. Citizen Participation - Guide and work with interested citizens and organizations and other city departments.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	1,172	948
Medical & Life Insurance	14,596	16,292
Heat, Light, Water	2,806	2,978
Building Repair & Maintenance	2,508	3,522
Building Insurance	84	80
Total	\$21,166	\$23,820

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Meetings	22	22	22
Filings	31	35-40	35-40
Notice of Intent (NOI)	12	20	22
Req for Determination of Applicability	19	15-20	20
Abbr Notice of Resource Area Delineation		16	10
Site Visits (estimated at 4 per project)	120-130	140-160	150
Inquiries at window/day	5-10	5-8	10
Telephone inquiries/day	10	15	20
Investigated number of complaints	15	20	20
Violation notices issued	2	1-5	5

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	58,686.22	62,360.78	70,593.00	32,983.58	70,593.00	72,784.00	55,193.00	55,193.00
Contractual Services	1,091.76	1,036.82	1,775.00	455.74	1,886.74	1,475.00	1,475.00	1,475.00
Supplies & Materials	1,578.26	688.95	1,500.00	234.71	1,500.00	1,200.00	750.00	750.00
Other Charges	788.61	737.00	1,550.00	507.00	1,617.00	1,100.00	0.00	0.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$62,144.85	\$64,823.55	\$75,418.00	\$34,181.03	\$75,596.74	\$76,559.00	\$57,418.00	\$57,418.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: CONSERVATION COMMISSION
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: CONSERVATION COMMISSION 487-05

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010				
			Actual		Actual		July-December		Estimated	Department Request		Mayor's Recommendation		Council Approval
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures		Rate	Total	#	Total
1.	Members	*	9	12,000.00	7	11,700.00	7	15,400	5,400.00	15,400.00	7	100.00	15,400.00	0.00
2.	Principal Office Assistant	8-6 (L9)	1	44,786.22	1	47,910.78	1	52,443	26,333.58	52,443.00	1	54,634.00	54,634.00	52,443.00
3.	Board Stenographer			1,900.00		2,750.00		2,750	1,250.00	2,750.00		2,750.00	2,750.00	2,750.00
Total			10	58,686.22	8	62,360.78	8	70,593	32,983.58	70,593.00	8	72,784.00	8	55,193.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual		Actual		July-December		Estimated	Department Request		Mayor's Recommendation
	Expenditures		Expenditures		Budget	Actual Expenditures		Request		Recommendation
5111 Salaries - Full Time	44,786.22		47,910.78		52,443	26,333.58	52,443.00	54,634.00		52,443.00
5113 Salaries - Part Time	1,900.00		2,750.00		2,750.00	1,250.00	2,750.00	2,750.00		2,750.00
5194 Boards & Commissions	12,000.00		11,700.00		15,400	5,400.00	15,400.00	15,400.00		0.00
Total Personnel Expenses (05)	58,686.22		62,360.78		70,593	32,983.58	70,593.00	72,784.00		55,193.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: CONSERVATION COMMISSION
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: CONSERVATION COMMISSION 487-10, 15

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Auto Mileage		20.20	75.00		75.00	75.00	75.00	75.00
5242 Maintenance of Office Equipment		129.14		61.74	61.74			
5302 Advertising	518.76	141.48	700.00	0.00	700.00	300.00	300.00	300.00
5340 Postage	397.00	746.00	1,000.00	344.00	1,000.00	1,000.00	1,000.00	1,000.00
5381 Printing & Binding	176.00			50.00	50.00	100.00	100.00	100.00
Total	1,091.76	1,036.82	1,775.00	455.74	1,886.74	1,475.00	1,475.00	1,475.00
Supplies & Materials								
5420 Office Supplies	1,578.26	688.95	1,500.00	234.71	1,500.00	1,200.00	750.00	750.00
Total	1,578.26	688.95	1,500.00	234.71	1,500.00	1,200.00	750.00	750.00
Other Charges								
5152 Training			600.00		600.00			
5730 Conference Expense	309.61	309.00	600.00	90.00	600.00	600.00	0.00	0.00
5731 Dues	479.00	428.00	350.00	417.00	417.00	500.00	0.00	0.00
Total	788.61	737.00	1,550.00	507.00	1,617.00	1,100.00	0.00	0.00
Total General Expenses (10)	3,458.63	2,462.77	4,825.00	1,197.45	5,003.74	3,775.00	2,225.00	2,225.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D **SUB PROGRAM ELEMENT:** COUNCIL ON AGING

SUB-PROGRAM: COUNCIL ON AGING **DEPARTMENT:** COUNCIL ON AGING 531
MEALS ON WHEELS 561

STATEMENT OF OBJECTIVES:

To furnish diversified opportunities for persons over the age of 60. To enjoy the companionship of their peers while engaging in social and recreational activities, to provide more diversified activities, to increase participation overall, to provide social service oriented programs for persons over the age of 60 to increase self-fulfillment, well being and community involvement, to coordinate with city and state agencies to establish and maintain programs necessary to meet objectives. To ensure all senior citizens access to activities and services. Increase and continue outreach efforts to ensure that seniors are aware of programs and services available through local, state and federal services.

DESCRIPTION OF OUTPUT STATEMENT:

The continuation of supplying our elder population with services, fitness, social and recreational programs. (MOW) A hot dinner and cold supper (delivered at the same time) delivered five days a week - Monday thru Friday between the hours of 11:30 and 12:30. This is accomplished by one paid coordinator, and approximately 90 volunteers.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	5,345	81,280
Pension Administration		8,050
Medical & Life Insurance	100,933	150,525
Heat, Light, Water	53,626	50,716
Building Repair & Maintenance	14,978	39,805
Building Insurance	2,665	2,538
Motor Vehicle Insurance	1,305	1,191
Motor Vehicle Maint & Repair	14,545	13,067
Total	\$193,397	\$347,172

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Total Number of Participants	2,351	2,200	2,400
Male / Female /Minority	632 / 1,652 / 67	600 / 1,600 / 78	640 / 1,692 / 68
# of Participants			
Service Programs:	1,239	2,000	1,400
Social/Recreation Programs:	1,464	1,080	1,500
Fitness Programs:	397	315	400
Transportation:	389	430	430
# of 1 way rides	3,853	4,250	4,250
Total Number of Meals / Week	200	200	200
Recipients Served / Week	100	100	100
Recipients served Annually	150	150	150
Units Annually	48,000	48,000	48,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel	362,815.68	347,631.57	336,594.00	186,578.88	336,985.00	356,389.00	313,345.00	313,345.00
Contractual Services	4,930.48	4,804.62	5,975.00	3,198.14	5,933.00	5,813.00	4,198.00	4,198.00
Supplies & Materials	3,186.72	2,344.07	2,600.00	1,196.22	2,400.00	2,400.00	2,400.00	2,400.00
Other Charges	148,011.86	150,906.25	145,550.00	49,780.39	150,682.60	150,483.00	145,350.00	145,350.00
Equipment & Unusual	0.00	4,577.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$518,944.74	\$510,263.51	\$490,719.00	\$240,753.63	\$496,000.60	\$515,085.00	\$465,293.00	\$465,293.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D SUB PROGRAM ELEMENT: COUNCIL ON AGING

SUB-PROGRAM: COUNCIL ON AGING DEPARTMENT: COUNCIL ON AGING 531-05
MEALS ON WHEELS 561-05

PERSONNEL

Bargaining Unit Position		FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010				
			Actual		Actual		July-December			Department Request		Mayor's		Council Approval
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	Recommendation # Total
1.	Council on Aging Board	*			6	4,100.00	7	6,000	2,300.00	6,000.00	7	100.00	6,000.00	7 0.00 0.00
2.	Council on Aging Director	16-3	1	99,079.82	1	60,056.10	1	72,189	36,033.25	72,189.00	1	78,119.00	77,872.00	1 75,054.00 75,054.00
3.	Administrative Assistant	10-6 (L9)	1	56,319.35	1	58,189.72	1	60,505	30,178.27	60,505.00	1	62,938.00	62,938.00	1 60,505.00 60,505.00
4.	Meals Coordinator		1	49,797.99	1	52,826.14	1	55,599	28,982.52	55,990.00	1	58,370.00	58,370.00	
5.	Meals Coordinator PT 19 hours													0.5 30,438.00 30,438.00
6.	Office Coordinator	9-6	1	41,733.28	1	44,268.86	1	48,543	23,910.48	48,543.00	1	53,550.00	52,543.00	1 50,463.00 50,463.00
7. LAB	Bus Operator	7-3	1	44,982.08	1	64,093.82	1	36,269	18,379.89	36,269.00	1	19.45	39,396.00	1 39,396.00 39,396.00
8.	Customer Service Asst	5-6	1	34,524.90	1	36,906.56	1	40,489	20,330.10	40,489.00	1	42,270.00	42,270.00	1 40,489.00 40,489.00
9.	Bus Operator PT	7		22,676.85		20,440.42	3	17,000	8,072.08	17,000.00	3		17,000.00	3 17,000.00 17,000.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D SUB PROGRAM ELEMENT: COUNCIL ON AGING

SUB-PROGRAM: COUNCIL ON AGING DEPARTMENT: COUNCIL ON AGING 531-05
MEALS ON WHEELS 561-05

PERSONNEL

Bargaining Unit Position			FY 2010 Grade-Step		FY 2007		FY 2008		FY 2009				FY 2010				
					Actual # Expenditures		Actual # Expenditures		July-December Actual Expenditures		Estimated Expenditures		Mayor's Recommendation			Council Approval	
10.	Jr Office Assistant PT		1	10,701.41													
11.	Jr Office Assistant PT grant	5-3	1	18,183.36	1	15,638.04	1	18,833	9,189.03	18,833.00	1	37,705.00	20,214.00	1	19,327.00	19,327.00	
12.	Jr Office Assistant PT grant	5-3	3	15,177.24	1	15,554.35	1	18,833	9,203.26	18,833.00	1	37,705.00	20,214.00	1	19,327.00	19,327.00	
Total					11	393,176.28	14	372,074.01	18	374,260	186,578.88	374,651.00	18	396,817.00	17.5	351,999.00	351,999.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	281,455.34	252,247.38	277,325	139,434.62	277,716.00	293,993.00	256,949.00	256,949.00
5112 Wages - Full Time	44,982.08	64,093.82	36,269	18,379.89	36,269.00	39,396.00	39,396.00	39,396.00
5113 Salaries - Part Time	10,701.41	0.00	0	0.00	0.00	0.00	0.00	0.00
5114 Wages - Part Time	22,676.85	20,440.42	17,000	8,072.08	17,000.00	17,000.00	17,000.00	17,000.00
5194 Boards & Commissions	0.00	4,100.00	6,000	2,300.00	6,000.00	6,000.00	0.00	0.00
Temporary Help - Grants	33,360.60	31,192.39	37,666	18,392.29	37,666.00	40,428.00	38,654.00	38,654.00
Receipt offset - Grant	(30,360.60)	(24,442.44)	(37,666)		(37,666.00)	(40,428.00)	(38,654.00)	(38,654.00)
Total Personnel Expenses (05)	\$362,815.68	\$347,631.57	336,594	\$186,578.88	\$336,985.00	\$356,389.00	\$313,345.00	\$313,345.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D

SUB PROGRAM ELEMENT: COUNCIL ON AGING

SUB-PROGRAM: COUNCIL ON AGING

DEPARTMENT: COUNCIL ON AGING 531-10
MEALS ON WHEELS 561-10

Classification	EXPENDITURES		EXPENDITURES			EXPENDITURES		
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	2,160.00	2,040.00	2,160.00	870.83	2,020.00	1,900.00	1,300.00	1,300.00
5242 Maintenance of Office Equipment	103.68	238.68	1,190.00	94.31	1,190.00	1,190.00	300.00	300.00
5340 Postage	666.80	525.94	625.00	210.00	625.00	625.00	500.00	500.00
5381 Printing & Binding				98.00	98.00	98.00	98.00	98.00
5397 Instruction	2,000.00	2,000.00	2,000.00	1,925.00	2,000.00	2,000.00	2,000.00	2,000.00
Total	4,930.48	4,804.62	5,975.00	3,198.14	5,933.00	5,813.00	4,198.00	4,198.00
Supplies & Materials								
5420 Office Supplies	1,723.17	1,796.51	1,800.00	1,196.22	1,800.00	1,800.00	1,800.00	1,800.00
5423 Books & Manuals	199.25	187.57	200.00					
5581 Clothing, Gloves, Shoes	1,264.30	359.99	600.00		600.00	600.00	600.00	600.00
Total	3,186.72	2,344.07	2,600.00	1,196.22	2,400.00	2,400.00	2,400.00	2,400.00
Other Charges								
5492 Groceries & Provisions	147,754.86	150,656.25	145,300.00	49,397.79	150,300.00	150,100.00	145,100.00	145,100.00
5731 Dues	7.00			132.60	132.60	133.00	0.00	0.00
5792 Home Care	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00
Total	148,011.86	150,906.25	145,550.00	49,780.39	150,682.60	150,483.00	145,350.00	145,350.00
Total General Expenses (10)	156,129.06	158,054.94	154,125.00	54,174.75	159,015.60	158,696.00	151,948.00	151,948.00
Equipment & Unusual								
6955 Equipment-Freezer/Dishwasher		4,577.00						
Total Equipment & Unusual Expenses (15)	0.00	4,577.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CONSOLIDATED PUBLIC WORKS

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 400

STATEMENT OF OBJECTIVES:

To maintain and clean our city's streets, parks, cemeteries and other public property. To promote vehicular and pedestrian traffic by plowing and sanding our thoroughfares. To manage the city's trash/recycling programs.

DESCRIPTION OF OUTPUT STATEMENT:

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:

Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	1,729,397	1,660,801
Pension-Non Contributory	2,948	
Pension Administration	116,426	169,597
Medical & Life Insurance	2,130,652	2,305,595
Heat, Light, Water	119,054	125,086
Building Repair & Maintenance	108,708	198,236
Building Insurance	4,034	3,842
Motor Vehicle Insurance	42,619	38,921
Motor Vehicle Maint & Repair	475,136	426,845
Workers Compensation	91,411	89,084
Total	<u>\$4,820,385</u>	<u>\$5,018,007</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Street & Highways	1,135	1,135	1,135
Number of emergency calls	621	600	600
Miles of streets cleaned	155	155	155
Number of Vehicles used	4	4	4
Number of times cleaned	4	4	4
Trees planted	30	30	30
Snow fall in inches	51	30	30
Number of hours worked	9,333	4,000	4,000
Regular Hours	6,259	2,000	2,000
Overtime	3,074	2,000	2,000
Number of private equipment	125	125	125

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	3,576,461.13	3,734,374.54	3,815,589.00	1,962,895.95	3,999,415.30	4,103,209.00	3,682,803.00	3,682,803.00
Contractual Services	681,367.81	1,542,980.68	428,950.00	40,276.87	1,532,550.00	837,800.00	404,650.00	404,650.00
Supplies & Materials	1,049,483.29	1,437,572.89	963,250.00	423,909.83	1,545,935.00	1,030,850.00	853,850.00	853,850.00
Other Charges	9,361.14	7,270.87	9,900.00	3,015.00	8,650.00	8,650.00	5,650.00	5,650.00
Equipment & Unusual	<u>5,538,254.32</u>	<u>5,636,353.02</u>	<u>5,463,000.00</u>	<u>1,805,162.98</u>	<u>5,482,000.00</u>	<u>5,860,124.00</u>	<u>5,683,782.00</u>	<u>5,683,782.00</u>
Operating Budget	<u>\$10,854,927.69</u>	<u>\$12,358,552.00</u>	<u>\$10,680,689.00</u>	<u>\$4,235,260.63</u>	<u>\$12,568,550.30</u>	<u>\$11,840,633.00</u>	<u>\$10,630,735.00</u>	<u>\$10,630,735.00</u>

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CONSOLIDATED PUBLIC WORKS

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 400-05

PERSONNEL

			FY 2007		FY 2008		FY 2009				FY 2010					
Bargaining Unit	Position	FY 2010 Grade-Step	Actual		Actual		July-December		Estimated	Department Request		Mayor's		Council Approval		
			#	Expenditures	#	Expenditures	#	Budget		Actual Expenditures	Rate	Total	#		Recommendation Total	
1.	CPW Director DPW Director	20-5 (L10)	1	95,225.26 1,974.77	1	100,908.31	1	109,771	55,125.85	109,771.00	1	119,263.00	118,631.00	1	114,573.00	114,573.00
2.	Assistant CPW Director	18-6 (L8)	1	86,916.93	1	94,485.73	1	104,182	52,307.04	104,182.00	1	107,920.00	107,920.00	1	104,182.00	104,182.00
3.	Asst Supt Street	14-6 (L10)	1	75,154.54	1	76,662.29	1	81,087	40,741.97	81,087.00	1	84,142.00	84,142.00	1	81,087.00	81,087.00
4.	Asst Supt Parks/Forestry/Cem	14-6 (L10)	1	75,260.36	1	77,360.75	1	81,087	40,748.84	81,087.00	1	84,142.00	84,142.00	1	81,087.00	81,087.00
5.	SPMG Foreman - Public Vehicles	13-6 (L11)	1	70,995.10	1	72,415.08	1	75,942	31,971.12	75,942.00	1	79,262.00	79,262.00	1	79,262.00	79,262.00
6.	SPMG Foreman - Street	13-6 (L9)	1	65,390.82	1	69,696.16	1	75,251	38,136.30	75,251.00	1	78,127.00	78,127.00	1	78,127.00	78,127.00
7.	SPMG Foreman - Forestry	13-6	1	59,991.77	1	63,646.86	1	69,038	34,672.23	69,038.00	1	71,676.00	71,676.00	1	71,676.00	71,676.00
8.	SPMG Sr Engineering Aide (311)	13-6	1	60,403.89	1	64,083.85	1	69,038	34,676.50	69,038.00	1	71,676.00	71,676.00	1	71,676.00	71,676.00
9.	Executive Assistant	12-6 (L10)	1	63,873.76	1	67,777.77	1	71,118	35,738.53	71,118.00	1	73,876.00	73,876.00	1	71,118.00	71,118.00
10.	SPMG Code Enforce Inspector	12-6 (L9)	1	65,240.62	1	66,545.41	1	69,825	35,088.96	69,825.00	1	73,204.00	72,589.00	1	72,589.00	72,589.00
11.	SPMG Code Enforce Inspector	12-6	1	56,065.36	1	59,470.41	1	64,653	32,468.56	64,653.00	1	67,160.00	67,160.00	1	67,160.00	67,160.00
12.	SPMG Recycling Coordinator	12-6 (L8)	1	59,364.55	1	63,985.59	1	69,825	35,063.78	69,825.00	1	72,533.00	72,533.00	1	72,533.00	72,533.00
13.	Administrative Assistant	10-6 (L9)	1	58,389.80	1	58,107.52	1	61,060	25,489.03	61,060.00	1	62,938.00	62,890.00	1	60,459.00	60,459.00
14.	Office Coordinator - DSB/S&P	9-6 (L8)	1	51,170.09	1	48,913.28	1	51,441	25,849.21	51,441.00	1	57,834.00	55,692.00	1	53,499.00	53,499.00
15.	Office Coordinator	9-2	1	47,751.60	1	50,793.87	1	55,556	19,120.74	55,556.00	1	45,942.00	45,225.00	1	43,357.00	43,357.00
16.	Principal Office Assistant	8-6 (L11)					1	53,405	16,446.58	53,405.00	1	55,637.00	55,637.00	1	53,405.00	53,405.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CONSOLIDATED PUBLIC WORKS

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 400-05

PERSONNEL SALARIES

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation		Council Approval
														#	Total	
17.	Senior Office Assistant			11,114.36												
18.	Recycle Coord II - PT 20	7	1	24,096.81	1	19,730.84	1	24,017	11,465.30	11,465.30						
19.	Customer Srvc Asst - PT 19	5	1	11,602.96	1	4,179.25	1	16,622								
Total			17	1,039,983.35	17	1,058,762.97	18	1,202,918	565,110.54	1,173,744.30	16	1,201,178.00	16	1,175,790.00	1,175,790.00	

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	1,004,283.58	1,034,852.88	1,162,279	553,645.24	1,162,279.00	1,201,178.00	1,175,790.00	1,175,790.00
5113 Salaries - Part Time	35,699.77	23,910.09	40,639	11,465.30	11,465.30	0.00	0.00	0.00
Total Personnel Expenses (05)	1,039,983.35	1,058,762.97	1,202,918	565,110.54	1,173,744.30	1,201,178.00	1,175,790.00	1,175,790.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CONSOLIDATED PUBLIC WORKS

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 400-00

PERSONNEL

			FY 2007		FY 2008		FY 2009				FY 2010					
Bargaining Unit	Position	FY 2010 Grade-Step	Actual		Actual		July-December		Estimated	Department Request		Mayor's		Council Approval		
			#	Expenditures	#	Expenditures	#	Budget		Actual Expenditures	#	Rate	Total		#	Total
1. LAB	Working Foreman II		1	2,733.96												
2. LAB	Working Foreman II	11-6 (L11)	1	54,934.88	1	56,187.45	1	57,420	29,834.81	57,420.00	1	29.73	61,810.00	1	61,810.00	61,810.00
3. LAB	Working Foreman II	11-6 (L10)	1	54,435.64	1	56,069.94	1	57,420	29,833.66	57,420.00	1	29.46	61,508.00	1	61,508.00	61,508.00
4. LAB	Working Foreman I	10-6 (L11)	1	53,176.81	1	52,370.63	1	54,605	28,364.22	54,605.00	1	28.04	58,545.00	1	58,545.00	58,545.00
5. LAB	Working Foreman I	10-6 (L10)			1	55,672.42	1	54,113	28,145.96	54,113.00	1	27.79	58,017.00	1	58,017.00	58,017.00
6. LAB	Working Foreman I	10-6 (L9)	1	78,169.18	1	48,103.70	1	51,922	26,028.44	51,922.00	1	27.53	57,409.00	1	57,409.00	57,409.00
7. LAB	Working Foreman I	10-6 (L8)			1	51,951.87	1	53,129	27,450.41	53,129.00	1	27.28	56,962.00	1	56,962.00	56,962.00
8. LAB	Working Foreman I	10-6 (L8)	1	47,028.80	1	48,126.76	1	49,193	25,562.88	49,193.00	1	27.28	54,052.00	1	54,052.00	54,052.00
9. LAB	Motor Equipment Repair Per:	10-6 (L10)	1	51,550.87	1	52,914.07	1	54,113	28,118.92	54,113.00	1	27.79	58,017.00	1	58,017.00	58,017.00
10. LAB	Motor Equipment Repair Per:	10-6 (L10)	1	50,879.57	1	28,606.14	1	54,037	27,724.21	54,037.00	1	27.79	58,017.00	1	58,017.00	58,017.00
11. LAB	Auto Body / Metal Worker	10-6 (L10)	1	51,261.60	1	52,433.19	1	53,621	27,916.28	53,621.00	1	27.79	57,936.00	1	57,936.00	57,936.00
12. LAB	Welder	10-5	1	39,529.76	1	42,058.50	1	44,800	23,005.78	44,800.00	1	24.17	50,011.00	1	50,011.00	50,011.00
13. LAB	WF I /Tree Surgeon	10-6 (L9)	1		1	8,984.03	1	53,129	27,612.20	53,129.00	1	27.53	57,086.00	1	57,086.00	57,086.00
14. LAB	S M E O	9-6 (L11)	1	49,823.80	1	50,959.30	1	52,125	27,136.60	52,125.00	1	26.77	55,902.00	1	55,902.00	55,902.00
15. LAB	S M E O	9-6 (L10)	2	98,145.96	3	151,297.99	3	154,785	80,313.18	154,785.00	4	26.53	221,596.00	4	221,596.00	221,596.00
16. LAB	S M E O	9-6 (L9)	2	105,797.90	1	50,041.35	1	51,655	26,843.77	51,655.00	1	26.29	54,895.00	1	54,895.00	54,895.00
17. LAB	S M E O	9-6 (L8)	2	97,734.31	3	143,897.23	2	99,850	50,851.84	99,850.00	2	26.05	108,784.00	2	108,784.00	108,784.00
18. LAB	S M E O	9-6	1	4,316.00	1	48,022.47	2	97,675	25,350.62	97,675.00	1	24.12	50,363.00	1	50,363.00	50,363.00
19. LAB	S M E O		1	57,965.52												
20. LAB	HMEO	8-6 (L11)	1	47,367.68	1	48,621.70	1	49,761	25,907.87	49,761.00	2	25.57	106,688.00	2	106,688.00	106,688.00
21. LAB	HMEO	8-6 (L10)	2	94,160.53	2	81,172.74	2	98,624	27,896.40	98,624.00	2	25.34	105,726.00	2	105,726.00	105,726.00
22. LAB	HMEO	8-6 (L8)	1	47,660.64	1	47,745.27	1	48,864	25,393.60	48,864.00	2	24.88	103,912.00	2	103,912.00	103,912.00
23. LAB	HMEO	8-6	3	127,487.00	3	134,410.73	3	137,813	72,545.71	137,813.00	1	23.04	48,108.00	1	48,108.00	48,108.00
24. LAB	M E Repair Person Helper	8-1 (PT 19 hrs)	1	46,253.48	1	19,390.89					1	18.82	18,594.00	0.5	18,666.00	18,666.00
25. LAB	M E Repair Person Helper		1	42,827.20	1	26,136.36										
26. LAB	M E O	7-6 (L11)	1	48,009.51	2	98,191.57	1	47,559	24,738.92	47,559.00	1	24.45	51,058.00	1	51,058.00	51,058.00
27. LAB	M E O	7-6 (L10)	1	47,481.74	1	44,716.96	2	94,260	48,840.75	94,260.00	2	24.23	101,198.00	2	101,198.00	101,198.00
28. LAB	M E O	7-6	2	87,565.58	1	46,101.39	1	45,485	23,839.94	45,485.00	2	22.03	91,998.00	1	45,999.00	45,999.00
29. LAB	M E O	7-5	2	43,451.20	4	123,560.99	1	42,846	22,263.77	42,846.00	1	20.98	42,683.00			
30. LAB	M E O	7-4			1	35,601.16	3	112,159	50,943.95	112,159.00	3	20.20	124,248.00	3	124,248.00	124,248.00
31. LAB	M E O	7-1	1	31,566.22	1	36,073.66	2	71,222	29,347.99	71,222.00	1	18.02	37,626.00	1	37,626.00	37,626.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CONSOLIDATED PUBLIC WORKS

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS

WAGES (cont'd)

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual Expenditures		Actual Expenditures		July-December Actual Expenditures		Estimated Expenditures		Department Request			Mayor's Recommendation		Council Approval
											#	Rate	Total	#	Total	
FY 2010 Grade-Step	#		#		#		#	Budget			#					
32. LAB	Highway Maintenance	6-6 (L10)	2	89,016.96	2	58,463.63	3	135,827	83,663.67	135,827.00	2	23.32	97,384.00	2	97,384.00	97,384.00
33. LAB	Highway Maintenance	6-6	2	88,003.96	2	89,250.48					1	21.20	44,266.00		0.00	0.00
34. LAB	Highway Maintenance	6-3	2	82,903.22	3	55,465.60	1	34,953	18,212.09	34,953.00	1	18.69	39,025.00	1	39,025.00	39,025.00
35. LAB	Highway Maintenance	6-1	1	25,429.09												
36. LAB	Storekeeper	6-1 (PT 19 hrs)	1	42,850.08	1	43,827.89	1	44,927	23,337.05	44,927.00	1	17.35	17,142.00			
37. LAB	Laborer	6-6 (L10)			2	47,953.66	3	135,827	43,028.70	135,827.00	3	23.32	146,076.00	3	146,076.00	146,076.00
38. LAB	Laborer		4	155,641.37	1	40,938.55										
39. LAB	Laborer	6-6 (L8)	1	43,715.98	2	87,489.92	2	89,028	46,408.13	89,028.00	2	22.90	95,614.00	2	95,614.00	95,614.00
40. LAB	Laborer / Gardener	6-6 (L11)	1	46,569.60	1	40,758.27	1	45,339	23,459.73	45,339.00	1	23.53	48,897.00	1	48,897.00	48,897.00
41. LAB	Laborer / Gardener	6-6 (L8)	1	42,473.26	1	43,184.26	1	44,514	23,120.50	44,514.00	1	22.90	47,807.00	1	47,807.00	47,807.00
42.	Part Time			26,089.50		33,573.00		30,000	20,805.00	30,000.00			30,000.00		30,000.00	30,000.00
43.	Temporary Laborers			23,782.50		24,115.50		30,000	25,861.50	30,000.00			30,000.00		0.00	0.00
44.	Temporary / Seasonal			28,290.05		22,981.60		45,000	2,443.50	45,000.00			45,000.00		30,000.00	30,000.00
Total			51	2,256,080.91	55	2,327,422.82	50	2,477,600	1,202,152.55	2,477,600.00	51		2,653,960.00	46.5	2,458,942.00	2,458,942.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5112 Wages - Full Time	2,217,032.53	2,238,350.74	2,372,600	1,153,042.55	2,372,600.00	2,548,960.00	2,380,276.00	2,380,276.00
5114 Wages - Part Time	78,162.05	80,670.10	105,000	49,110.00	105,000.00	105,000.00	78,666.00	78,666.00
5135 Buyback Sick Time	7,783.10	8,401.98	8,071		8,071.00	8,071.00	8,071.00	8,071.00
5134 Overtime	293,500.10	408,188.75	187,000	195,632.86	400,000.00	300,000.00	100,000.00	100,000.00
Offset Receipt - Cemetery Perpetual Care	(60,000.00)	(60,000.00)	(60,000)		(60,000.00)	(60,000.00)	(60,000.00)	(60,000.00)
Total Personnel Expenses (00)	2,536,477.78	2,675,611.57	2,612,671	1,397,785.41	2,825,671.00	2,902,031.00	2,507,013.00	2,507,013.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CPW ADMINISTRATION

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 01-400-10

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	34.80	95.20	500.00	108.20	500.00	500.00	400.00	400.00
5213 Light	564.45	1,186.90	400.00	83.06	400.00	400.00	200.00	200.00
5231 Water Usage	853.38	822.23	1,450.00	383.66	6,000.00	1,450.00	1,000.00	1,000.00
5240 Cleaning/Sanitation Veterans Fields/Athletic Fields	326.55	197.04	200.00		200.00	10,000.00	10,000.00	10,000.00
5241 Repair Equipment not MV	9,642.08	5,075.32	8,500.00	1,065.81	8,500.00	8,500.00	4,000.00	4,000.00
5242 Maintenance of Office Equipment/Vehicle Washing	934.94	1,042.79	9,400.00	2,107.39	9,400.00	9,400.00	5,000.00	5,000.00
5244 Repairs Tire-Tubes	7,143.94	5,497.77	6,000.00	1,352.90	6,000.00	6,000.00	6,000.00	6,000.00
5252 Repair to Motor Equipment	90,273.62	29,355.33	71,750.00	24,665.57	71,750.00	71,750.00	60,000.00	60,000.00
5253 Repair Small Tools	642.95	66.90	1,500.00		1,500.00	1,500.00	0.00	0.00
5261 Repair Fences	5,438.00	4,900.00	6,500.00	1,920.00	6,500.00	6,500.00	6,500.00	6,500.00
5271 Uniform Rental	4,825.49	4,949.24	4,700.00	1,591.26	4,700.00	4,700.00	4,700.00	4,700.00
5276 Rental of Trucks & Equipment	24,893.54	8,713.89	6,000.00	401.27	6,000.00	6,000.00	3,000.00	3,000.00
5302 Advertising	1,000.00		1,000.00		500.00	500.00	400.00	400.00
5325 Intrusion Detection	574.67	420.00	500.00	468.00	500.00	500.00	500.00	500.00
5340 Postage	1,675.73	1,353.57	1,450.00	686.87	1,450.00	1,450.00	1,450.00	1,450.00
5341 Telephone		256.07						
5381 Printing & Binding	2,154.94	1,925.21	1,950.00	770.13	1,500.00	1,500.00	0.00	0.00
5398 Signs	3,361.89	1,815.68	3,000.00	2,087.75	3,000.00	3,000.00	0.00	0.00
Total	154,340.97	67,673.14	124,800.00	37,691.87	128,400.00	133,650.00	103,150.00	103,150.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CPW ADMINISTRATION

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 01-400-10

Classification	EXPENDITURES						FY 2010		
	FY 2007	FY 2008	FY 2009			Department Request	Mayor's Recommendation	Council Approval	
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures				
Supplies & Materials									
5420 Office Supplies	5,806.91	4,853.75	4,700.00	1,014.72	4,000.00	4,000.00	3,000.00	3,000.00	
5423 Books & Manuals	139.28		250.00	1,620.00	1,750.00	1,750.00	1,750.00	1,750.00	
5430 Public Safety Supplies	8,506.62	8,424.13	10,200.00	4,265.20	10,200.00	10,200.00	10,000.00	10,000.00	
5433 Maintenance not Building	15,544.40	22,321.06	11,200.00	12,666.89	15,000.00	15,000.00	15,000.00	15,000.00	
5434 Building Supplies	122.68	204.19	200.00		200.00	200.00	0.00	0.00	
5450 Cleaning & Supplies	491.90	776.26	700.00	513.60	700.00	700.00	0.00	0.00	
5461 Maintenance of Grounds	46,606.22	70,442.89	49,000.00	13,189.69	49,000.00	49,000.00	49,000.00	49,000.00	
5462 Broom Wire	4,073.45	4,800.82	8,000.00	1,201.00	8,000.00	8,000.00	4,000.00	4,000.00	
5463 Flowers, Trees, Shrubs	11,701.44	8,394.15	10,000.00	3,503.47	10,000.00	10,000.00	5,000.00	5,000.00	
5480 Batteries	6,632.60	9,231.55	9,000.00	4,149.70	9,000.00	9,000.00	8,000.00	8,000.00	
5481 Tires & Tubes	38,995.49	44,881.35	30,000.00	12,885.22	30,000.00	30,000.00	30,000.00	30,000.00	
5482 Diesel	144,099.48	129,081.12	130,000.00	91,567.84	220,000.00	128,000.00	128,000.00	128,000.00	
5483 Automotive Supplies	187,808.60	197,780.78	150,000.00	80,261.64	200,000.00	180,000.00	140,000.00	140,000.00	
5484 Gasoline	324,461.72	302,965.20	310,000.00	172,843.11	450,000.00	252,000.00	252,000.00	252,000.00	
5485 Oil	15,412.52	13,925.34	12,000.00	7,565.50	15,000.00	15,000.00	12,000.00	12,000.00	
5486 Gas & Oil			300.00	385.00	385.00	300.00	0.00	0.00	
5533 Forestry	2,534.14	2,495.00	3,000.00	527.08	3,000.00	3,000.00	2,000.00	2,000.00	
5534 Mulch	3,200.00	4,212.00	10,000.00	391.00	5,000.00	5,000.00	5,000.00	5,000.00	
5535 Sand, Brick, Cement	8,757.62	14,812.79	18,500.00	3,718.85	15,000.00	15,000.00	10,000.00	10,000.00	
5536 Lumber	80.33	990.50	2,200.00		1,500.00	1,500.00	1,000.00	1,000.00	
5538 Stone Base & Crusher Run	368.55		500.00		500.00	500.00	500.00	500.00	
5539 Castings & Pipes	5,924.90	4,641.70	4,000.00	2,287.46	4,000.00	4,000.00	4,000.00	4,000.00	
5540 Traffic Signs		862.50	1,500.00		1,000.00	1,000.00	0.00	0.00	
5541 Concrete Mix	3,796.25	1,822.00	3,000.00	1,234.50	3,000.00	3,000.00	3,000.00	3,000.00	
5543 Curbing		184.00	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00	
5580 Flags & Bunting			500.00		500.00	500.00	0.00	0.00	
5581 Clothing, Gloves, Shoes	51,861.28	40,032.19	31,600.00	0.00	30,000.00	30,000.00	30,000.00	30,000.00	
5582 Camera & Photo Supplies			200.00		200.00	200.00	0.00	0.00	
5587 Small Tools	16,941.66	15,912.89	16,700.00	6,759.31	15,000.00	15,000.00	10,000.00	10,000.00	
5588 Welding	1,319.73	2,034.78	3,000.00	350.67	3,000.00	3,000.00	1,000.00	1,000.00	
5589 Sprays & Chemicals	1,148.22		800.00	70.95	800.00	800.00	800.00	800.00	
5590 Pails & Barrels	449.64		200.00		200.00	200.00	0.00	0.00	
5592 Loam	21.50		1,000.00	912.50	1,000.00	1,000.00	1,000.00	1,000.00	
5598 Paint	858.45	127.39	500.00	24.93	500.00	500.00	0.00	0.00	
Total	907,665.58	906,210.33	833,750.00	423,909.83	1,108,435.00	798,350.00	727,050.00	727,050.00	

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: CPW ADMINISTRATION
SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 01-400-10

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Other Charges								
5151 Tool Allowance	3,200.00	2,800.00	3,200.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
5152 Training	2,930.00	2,050.00	2,000.00	50.00	2,000.00	2,000.00	2,000.00	2,000.00
5461 Senior Center Landscape / Clean-up	1,725.00		2,000.00		2,000.00	2,000.00	0.00	0.00
5730 Conference Expense	100.00	320.00	500.00	170.00	500.00	500.00	0.00	0.00
5731 Dues	496.14	945.87	950.00		500.00	500.00	0.00	0.00
5733 Licenses	710.00	955.00	1,050.00	395.00	1,050.00	1,050.00	1,050.00	1,050.00
5740 Insurance Surety Bond	200.00	200.00	200.00		200.00	200.00	200.00	200.00
Total	9,361.14	7,270.87	9,900.00	3,015.00	8,650.00	8,650.00	5,650.00	5,650.00
Total General Expenses (10)	1,071,367.69	981,154.34	968,450.00	464,616.70	1,245,485.00	940,650.00	835,850.00	835,850.00
Equipment & Unusual								
5327 Gas & Oil Spill Prevention	4,000.00	2,000.00	2,000.00		2,000.00	2,000.00	2,000.00	2,000.00
5461 Parks Maintenance		31,410.00	20,000.00	290.00	20,000.00	30,000.00	30,000.00	30,000.00
5843 Drain System		2,925.00	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00
5890 Disposal Street Sweepings	21,358.25	28,683.25	40,000.00	20,240.25	40,000.00	40,000.00	40,000.00	40,000.00
6891 Hardy Pond Restoration/Management	107,880.72	98,142.27	50,000.00	0.00	50,000.00	50,000.00	50,000.00	50,000.00
6895 Paving Project	90,938.96	60,222.28	65,000.00	34,843.70	65,000.00	65,000.00	65,000.00	65,000.00
Total Equipment & Unusual Expenses (15)	224,177.93	223,382.80	178,000.00	55,373.95	178,000.00	188,000.00	188,000.00	188,000.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: SNOW AND ICE REMOVAL

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 01-305-10

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5241 Repair Equipment not MV	4,120.84	1,015.00	2,000.00		2,000.00	2,000.00	0.00	0.00
5252 Repair to Motor Equipment			500.00		500.00	500.00	0.00	0.00
5261 Repair Fences	600.00	4,800.00	5,000.00	1,190.00	5,000.00	5,000.00	5,000.00	5,000.00
5276 Rental of Trucks & Equipment	518,258.00	1,465,358.06	294,000.00		1,394,000.00	694,000.00	294,000.00	294,000.00
5326 Weather Service	4,048.00	4,134.48	2,500.00	1,395.00	2,500.00	2,500.00	2,500.00	2,500.00
5381 Printing			150.00		150.00	150.00	0.00	0.00
Total	527,026.84	1,475,307.54	304,150.00	2,585.00	1,404,150.00	704,150.00	301,500.00	301,500.00
Supplies & Materials								
5531 Salt	130,358.72	489,642.16	97,000.00	0.00	400,000.00	200,000.00	97,000.00	97,000.00
5532 Plows, Blades & Parts	6,787.26	19,704.24	5,000.00		10,000.00	5,000.00	3,300.00	3,300.00
5535 Sand, Brick, Cement	4,353.13	21,196.17	25,000.00		25,000.00	25,000.00	25,000.00	25,000.00
5587 Small Tools	318.60	69.99	1,000.00		1,000.00	1,000.00	0.00	0.00
5589 Sprays & Chemicals		750.00	1,500.00		1,500.00	1,500.00	1,500.00	1,500.00
Total	141,817.71	531,362.56	129,500.00	0.00	437,500.00	232,500.00	126,800.00	126,800.00
Total General Expenses (10)	668,844.55	2,006,670.10	433,650.00	2,585.00	1,841,650.00	936,650.00	428,300.00	428,300.00

PROGRAM: SERVICES TO PROPERTY E SUB PROGRAM ELEMENT: COLLECTION & DISPOSAL OF RUBBISH

SUB-PROGRAM: CONSOLIDATED PUBLIC WORKS DEPARTMENT: CONSOLIDATED PUBLIC WORKS 01-428-15

EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Equipment & Unusual								
5332 Household Hazard Waste	78,233.03	94,886.92	88,000.00	22,387.29	107,000.00	107,600.00	88,000.00	88,000.00
5856 Rubbish Collection / Recycling	2,403,527.57	2,433,696.60	2,357,000.00	746,263.93	2,357,000.00	2,407,782.00	2,407,782.00	2,407,782.00
5859 Rubbish Disposal	2,618,927.93	2,592,576.66	2,540,000.00	888,284.03	2,540,000.00	2,856,742.00	2,700,000.00	2,700,000.00
5862 Recycling Rebate		262.11						
5876 Yard Waste / Leaves	152,570.67	225,823.12	250,000.00	84,265.20	250,000.00	250,000.00	250,000.00	250,000.00
5893 DPW Yard Clean Up	60,817.19	65,724.81	50,000.00	8,588.58	50,000.00	50,000.00	50,000.00	50,000.00
Total Equipment & Unusual Expenses (15)	5,314,076.39	5,412,970.22	5,285,000.00	1,749,789.03	5,304,000.00	5,672,124.00	5,495,782.00	5,495,782.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: BOARD OF SURVEY & PLANNING

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: CPW ADMINISTRATION 063-05

PERSONNEL

Bargaining Unit Position		FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			Actual # Expenditures		Actual # Expenditures		July-December			Mayor's				Council Approval		
							#	Budget	Actual Expenditures	Estimated Expenditures	Department Request		Recommendation			
#	Rate	Total	#	Total												
1.	Members	*	7	10,000.00	7	9,600.00	7	17,500	5,300.00	17,500.00	7	100.00	17,500.00	7	0.00	0.00
2.	Clerk		1	2,999.78	1	3,000.00	1	3,000	1,479.34	3,000.00	1	3,000.00	3,000.00	1	3,000.00	3,000.00
Total			8	12,999.78	8	12,600.00	8	20,500	6,779.34	20,500.00	8	20,500.00		8	3,000.00	3,000.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5113 Salaries - Part Time	2,999.78	3,000.00	3,000	1,479.34	3,000.00	3,000.00	3,000.00	3,000.00
5194 Boards & Commissions	10,000.00	9,600.00	17,500	5,300.00	17,500.00	17,500.00	0.00	0.00
Total Personnel Expenses (05)	12,999.78	12,600.00	20,500	6,779.34	20,500.00	20,500.00	3,000.00	3,000.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: BOARD OF SURVEY & PLANNING

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: CPW ADMINISTRATION 063-10

EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5302 Advertising	1,121.36	1,509.12	1,500.00	565.92	1,500.00	1,500.00	1,500.00	1,500.00
5314 Stenographer	1,650.00	2,250.00	2,700.00	900.00	2,700.00	2,700.00	2,100.00	2,100.00
Total	2,771.36	3,759.12	4,200.00	1,465.92	4,200.00	4,200.00	3,600.00	3,600.00
Supplies & Materials								
5420 Office Supplies			300.00	80.97	300.00	300.00	300.00	300.00
Total	0.00	0.00	300.00	80.97	300.00	300.00	300.00	300.00
Other Charges								
5730 Conference Expense	90.00		600.00		600.00	600.00	0.00	0.00
5731 Dues			100.00		100.00	100.00	0.00	0.00
Total	90.00	0.00	700.00	0.00	700.00	700.00	0.00	0.00
Total General Expenses (10)	2,861.36	3,759.12	5,200.00	1,546.89	5,200.00	5,200.00	3,900.00	3,900.00

PROGRAM: PUBLIC SERVICE ENTERPRISE H SUB PROGRAM ELEMENT: MT FEAKE & GROVE HILL CEMETERY
SUB-PROGRAM: CEMETERY SERVICES DEPARTMENT: CEMETERY COMMISSION 571-05

PERSONNEL

Bargaining Unit Position		FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			Actual		Actual		July-December			Department Request		Mayor's Recommendation		Council Approval		
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	#	Total	
1.	Commissioners	*	3	3,000.00	3	3,300.00	3	3,000	900.00	3,000.00	3	1,000.00	3,000.00	3	0.00	0.00
Total			3	3,000.00	3	3,300.00	3	3,000	900.00	3,000.00	3	3,000.00	3	0.00	0.00	

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5194 Boards & Commissions	3,000.00	3,300.00	3,000	900.00	3,000.00	3,000.00	0.00	0.00
Total Personnel Expenses (05)	3,000.00	3,300.00	3,000	900.00	3,000.00	3,000.00	0.00	0.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B** **SUB PROGRAM ELEMENT:** GENERAL SUPPORT

SUB-PROGRAM: EMERGENCY AND AUXILIARY SERVICES **DEPARTMENT:** EMERGENCY MANAGEMENT 131

STATEMENT OF OBJECTIVES:

1. Provide guidance and supervision to city departments in the event of a natural or man-made disaster for the purpose of minimizing and repairing injury and damage resulting from same.
2. Coordinate all resources of the City to avert or combat the effects of a disaster so that the City can survive and recover from the ravages thereof.
3. Provide guidance and supervision when deemed necessary by the department heads for the purpose of providing auxiliary manpower and equipment service for special events or emergency activities.
4. Act as a coordinator and liaison with Red Cross offices for the purpose of providing a centralized focus on human welfare needs in the event of a natural or man made disaster.
5. Administer a matching fund program by screening and purchasing surplus property for the purpose of assisting the City in providing emergency resources.

DESCRIPTION OF OUTPUT STATEMENT:

General support consists of the administrative function of OCD / OED namely, the director, clerk and facility maintenance functions of the office.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:						
Indirect Costs	FY 2007	FY 2008	Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Pension-Contributory/FICA	12,627	9,865	AUXILIARY POLICE & FIRE			
Pension Administration	621	938	Active Members	30	33	35
Medical & Life Insurance	20,895	24,131	Officers	8	8	8
Heat, Light, Water	27,533	20,817	Privates/Patrolmen	22	25	27
Building Repair & Maintenance	20,433	6,119	Number of Incidents	67	80	88
Building Insurance	696	663	Mutual Aid Incidents	7	8	10
Motor Vehicle Insurance	2,174	1,986	Hours: Drills/Training	2,941	3,241	3,604
Motor Vehicle Maint & Repair	24,242	21,778	Hours: In Service/Incidents	1,656	1,856	1,920
			Hours: Equipment Repair/Meet	2,430.00	2,730	2,806
			Hours: Average/Person	234.20	237.18	238.00
			Support Staff	5	5	5
			Hours: Support Staff	260	300	300
Total	\$109,221	\$86,297				

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	52,037.37	63,867.33	65,939.00	33,201.16	65,939.00	67,624.00	65,939.00	65,939.00
Contractual Services	10,752.86	6,851.97	9,875.00	500.80	9,875.00	9,875.00	5,000.00	5,000.00
Supplies & Materials	7,452.51	4,167.70	5,400.00	884.30	5,400.00	5,400.00	1,400.00	1,400.00
Other Charges	319.50	2,484.89	3,250.00	0.00	3,250.00	3,250.00	0.00	0.00
Equipment & Unusual	5,699.27	7,859.79	8,300.00	1,461.79	8,300.00	9,580.00	6,080.00	6,080.00
Special Items	7,175.00	7,000.00	7,000.00	265.66	7,000.00	7,000.00	0.00	0.00
Operating Budget	\$83,436.51	\$92,231.68	\$99,764.00	\$36,313.71	\$99,764.00	\$102,729.00	\$78,419.00	\$78,419.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B SUB PROGRAM ELEMENT: GENERAL SUPPORT
SUB-PROGRAM: EMERGENCY AND AUXILIARY SERVICES DEPARTMENT: EMERGENCY MANAGEMENT 131-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step				FY 2007		FY 2008		FY 2009			FY 2010						
				Actual # Expenditures		Actual # Expenditures		#	July-December		# Department Request Rate		Mayor's Recommendation # Total		Council Approval		
									Budget	Actual Expenditures						Estimated Expenditures	
1.	Environmental Specialist	PT 19	16-6	1	42,037.50	1	43,867.33	1	45,939	23,338.20	45,939.00	1	87,729.00	47,624.00	1	45,939.00	45,939.00
2.	Director of Emergency Mgmt	PT		1	9,999.87	1	10,000.00	1	10,000	4,931.48	10,000.00	1	10,000.00	10,000.00	1	10,000.00	10,000.00
3.	Environmental Committee Chairperson						10,000.00		10,000	4,931.48	10,000.00		10,000.00	10,000.00		10,000.00	10,000.00
Total				2	52,037.37	2	63,867.33	2	65,939	33,201.16	65,939.00	2	67,624.00		2	65,939.00	65,939.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5113 Salaries - Part Time	52,037.37		63,867.33		65,939	33,201.16	65,939.00	67,624.00	65,939.00	65,939.00
Total Personnel Expenses (05)	52,037.37		63,867.33		65,939	33,201.16	65,939.00	67,624.00	65,939.00	65,939.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B
SUB-PROGRAM: EMERGENCY AND AUXILIARY SERVICES

SUB PROGRAM ELEMENT: GENERAL SUPPORT
DEPARTMENT: EMERGENCY MANAGEMENT 131-10, 15

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5241 Repairs to Equipment	8,482.83	5,298.84	7,200.00	0.00	7,200.00	7,200.00	5,000.00	5,000.00
5277 Pagers	1,856.91	1,286.83	2,200.00	458.88	2,200.00	2,200.00	0.00	0.00
5302 Advertising	287.84	107.40	250.00	41.92	250.00	250.00	0.00	0.00
5340 Postage	125.28	48.90	75.00		75.00	75.00	0.00	0.00
5381 Printing & Binding		110.00	150.00		150.00	150.00	0.00	0.00
Total	10,752.86	6,851.97	9,875.00	500.80	9,875.00	9,875.00	5,000.00	5,000.00
Supplies & Materials								
5420 Office Supplies	439.42	152.99	400.00		400.00	400.00	400.00	400.00
5430 Public Safety Supplies	7,013.09	4,014.71	5,000.00	884.30	5,000.00	5,000.00	1,000.00	1,000.00
Total	7,452.51	4,167.70	5,400.00	884.30	5,400.00	5,400.00	1,400.00	1,400.00
Other Charges								
5152 Training	100.00	1,915.00	3,000.00		3,000.00	3,000.00	0.00	0.00
5492 Groceries & Provisions	219.50	569.89	250.00	0.00	250.00	250.00	0.00	0.00
Total	319.50	2,484.89	3,250.00	0.00	3,250.00	3,250.00	0.00	0.00
Total General Expenses (10)	18,524.87	13,504.56	18,525.00	1,385.10	18,525.00	18,525.00	6,400.00	6,400.00
Equipment & Unusual								
5327 Environmental Consultant-Tank Testing	1,900.00	2,000.00	2,000.00		2,000.00	4,980.00	4,980.00	4,980.00
5348 Environmental Committee	299.27	2,359.99	2,800.00		2,800.00	1,100.00	1,100.00	1,100.00
5870 Mobile Radios & Battery	3,000.00	2,999.80	3,000.00	1,461.79	3,000.00	3,000.00	0.00	0.00
5891 Lighting Plant	500.00	500.00	500.00		500.00	500.00	0.00	0.00
Total Equipment & Unusual Expenses (15)	5,699.27	7,859.79	8,300.00	1,461.79	8,300.00	9,580.00	6,080.00	6,080.00

PROGRAM:	PROTECTION OF PERSONS AND PROPERTY		B	SUB PROGRAM ELEMENT:		GENERAL SUPPORT		
SUB-PROGRAM:	EMERGENCY AND AUXILIARY SERVICES			DEPARTMENT:		EMERGENCY MANAGEMENT 131-25		
EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Special Items								
5150 Uniform	7,175.00	7,000.00	7,000.00	265.66	7,000.00	7,000.00	0.00	0.00
Total Special Items (25)	7,175.00	7,000.00	7,000.00	265.66	7,000.00	7,000.00	0.00	0.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** ENGINEER, DESIGN & SURVEY

SUB-PROGRAM: ENGINEERING SERVICES **DEPARTMENT:** ENGINEERING **331**

STATEMENT OF OBJECTIVES:

The mission of the Engineering department is to plan, design, review and construct the public infrastructure of the City of Waltham - streets, sidewalks, storm drains, waterworks and wastewater. collection systems - in order to provide continuing services to our customers and build a pleasant, safe and livable city. A primary goal of this department is to ensure environmental compliance with federal, state, regional and local agencies and laws. Also, to provide plans for takings, easements and public right of ways.

DESCRIPTION OF OUTPUT STATEMENT:

This element provides necessary designing, estimating, planning, engineering and construction inspection for public infrastructure projects. This element ensures environmental compliance with federal, state, regional, and local agencies and laws.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	142,378	142,228
Pension Administration	9,608	14,516
Medical & Life Insurance	175,660	174,570
Heat, Light, Water	11,223	11,910
Building Repair & Maintenance	10,030	14,088
Building Insurance	253	241
Motor Vehicle Insurance	1,740	1,589
Motor Vehicle Maint & Repair	19,393	17,422
Total	\$370,285	\$376,564

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Plans Filed By City Engineer		10	10
Plans Filed by Outside Prt		250	250
Total Number of Topo Surveys		17	15
Sewer (Lineal Feet)		1,801	4680
Water (Lineal Feet)		1,576	18240
Drain (Lineal Feet)		353	2420
Roadway (Lineal Feet)		1,100	4750
Sidewalk (Square Yards)		900	400
Compliance reports		14	14
Construction Inspections		1,200	1200
Board of Survey Projects		3	5

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual	Actual	July-December			Department	Mayor's	Council
	Expenditures	Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Request	Recommendation	Approval
Personnel	418,577.97	436,329.07	429,489.00	222,469.12	429,964.00	569,347.00	409,866.00	376,921.00
Contractual Services	6,766.29	3,602.15	3,350.00	1,491.17	4,450.00	4,450.00	3,500.00	2,000.00
Supplies & Materials	3,551.05	3,485.05	2,300.00	2,167.58	3,300.00	3,300.00	3,300.00	1,800.00
Other Charges	696.25	664.63	500.00	286.00	600.00	600.00	0.00	0.00
Equipment & Unusual	74,184.11	59,200.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$503,775.67	\$503,280.90	\$435,639.00	\$226,413.87	\$438,314.00	\$577,697.00	\$416,666.00	\$380,721.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: ENGINEER, DESIGN & SURVEY
SUB-PROGRAM: ENGINEERING SERVICES DEPARTMENT: ENGINEERING 331-05

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	July-December		#	Department Request		Mayor's Recommendation		Council Approval		
							Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	#		Total	
1.	City Engineer	20-5	1	86,475.74	1	90,778.63	1	100,065	49,562.23	100,065.00	1	108,421.00	107,733.00	1	104,045.00	104,045.00
2.	SPMG Asst City Engineer	16-6 (L11)	1	87,947.79	1	89,706.80	1	93,933	47,205.23	93,933.00	1	97,379.00	97,379.00	1	97,379.00	97,379.00
3.	SPMG Jr Civil Engineer	14-6 (L11)	1	76,533.72	1	78,064.35	1	81,824	41,119.10	81,824.00	1	84,907.00	84,907.00			
4.	SPMG Jr Civil Engineer (PT 19 hours)													0.5	46,092.00	46,092.00
5.	Environmental Engineer	14-1									1	63,076.00	63,076.00			
6.	Environmental Engineer (PT 19 hours)													0.5	32,945.00	0.00
7.	SPMG Gen Construction Insp	13-6	1	62,963.26	1	65,831.72	1	69,038	34,693.65	69,038.00	1	71,676.00	71,676.00	1	71,676.00	71,676.00
8.	Executive Assistant	12-1	1	62,362.25	1	48,449.69			475.00	475.00	1	55,405.00	55,405.00		0.00	0.00
9.	Administrative Assistant	10-6 (L8)	1	39,691.21	1	52,824.63	1	55,509	27,893.91	55,509.00	1	62,360.00	60,051.00	1	57,729.00	57,729.00
10.	Co-op Students			2,604.00		10,673.25		29,120	21,520.00	29,120.00			29,120.00		0.00	0.00
Total			6	418,577.97	6	436,329.07	5	429,489	222,469.12	429,964.00	7	569,347.00		5	409,866.00	376,921.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	415,973.97	425,655.82	400,369	200,949.12	400,844.00	540,227.00	330,829.00	330,829.00
5113 Salaries - Part Time	2,604.00	10,673.25	29,120	21,520	29,120	29,120.00	79,037.00	46,092.00
Total Personnel Expenses (05)	418,577.97	436,329.07	429,489	222,469.12	429,964.00	569,347.00	409,866.00	376,921.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: ENGINEER, DESIGN & SURVEY

SUB-PROGRAM: ENGINEERING SERVICES DEPARTMENT: ENGINEERING 331-10, 15

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5231 Water	317.10	323.56	250.00	49.70	250.00	250.00	0.00	0.00
5242 Maintenance of Office Equipment	2,669.84	628.73	1,000.00	1,161.50	2,500.00	2,500.00	2,500.00	1,000.00
5302 Advertising	68.12	241.04	200.00		200.00	200.00	0.00	0.00
5340 Postage	1,413.38	606.52	400.00	279.97	500.00	500.00	500.00	500.00
5381 Printing & Binding	2,297.85	1,802.30	1,500.00		1,000.00	1,000.00	500.00	500.00
Total	6,766.29	3,602.15	3,350.00	1,491.17	4,450.00	4,450.00	3,500.00	2,000.00
Supplies & Materials								
5420 Office Supplies	3,209.33	3,208.23	2,000.00	1,927.60	3,000.00	3,000.00	3,000.00	1,500.00
5581 Clothing, Gloves	341.72	276.82	300.00	239.98	300.00	300.00	300.00	300.00
Total	3,551.05	3,485.05	2,300.00	2,167.58	3,300.00	3,300.00	3,300.00	1,800.00
Other Charges								
5730 Conference Expense	325.00	498.38	200.00	271.00	300.00	300.00	0.00	0.00
5731 Dues	371.25	166.25	300.00	15.00	300.00	300.00	0.00	0.00
Total	696.25	664.63	500.00	286.00	600.00	600.00	0.00	0.00
Total General Expenses (10)	11,013.59	7,751.83	6,150.00	3,944.75	8,350.00	8,350.00	6,800.00	3,800.00
Equipment & Unusual								
5599-08 - Banford Way	3,200.00	3,200.00						
6895-02 Resurfacing - Hillcroft/Phillips/Shamut/Tip Top	14,984.11							
6895-05 Resurfacing - Augustus/Hobbs/Tem	56,000.00	56,000.00						
Total Equipment & Unusual Expenses (15)	74,184.11	59,200.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: PUBLIC SERVICE ENTERPRISE

H

SUB PROGRAM ELEMENT: WATER & SEWER BILLING & COMPLIANCE

SUB-PROGRAM: WATER

DEPARTMENT: ENGINEERING 61-391

STATEMENT OF OBJECTIVES:

Manage the water and sewer billing system.

DESCRIPTION OF OUTPUT STATEMENT:

This element oversees billing, maintains records, correspondence and fosters good public relations.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	406,837	413,596
Pension Administration	27,246	42,055
Medical & Life Insurance	506,388	546,565
Heat, Light, Water	36,476	38,708
Building Repair & Maintenance	32,598	45,787
Building Insurance	70	66
Motor Vehicle Insurance	6,219	5,679
Motor Vehicle Maint & Repair	69,331	62,284
Workers Compensation	61,618	43,012
Other Dept Allocations	331,667	346,387
Total	\$1,478,450	\$1,544,139

	FY 2008	FY 2009	FY 2010
Output Measure	Actual	Estimated	Projected
Number of times billed/year			
Residential	4	4	4
Commercial	12	12	12
Billion Gallons Per Year	2.7	2.8	2.8
Number of Accounts	15,000	15,000	15,000
Number of Bills Sent out annually	60,000	60,000	60,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	81,675.57	84,254.73	132,649.00	65,449.23	132,649.00	142,673.00	136,869.00	136,869.00
Contractual Services	24,170.64	25,966.61	29,100.00	15,494.24	31,002.00	35,900.00	33,400.00	33,400.00
Supplies & Materials	0.00	138.38	500.00	449.11	750.00	750.00	750.00	500.00
Other Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment & Unusual								
Operating Budget	\$105,846.21	\$110,359.72	\$162,249.00	\$81,392.58	\$164,401.00	\$179,323.00	\$171,019.00	\$170,769.00

PROGRAM: PUBLIC SERVICE ENTERPRISE H SUB PROGRAM ELEMENT: WATER & SEWER BILLING & COMPLIANCE

SUB-PROGRAM: WATER DEPARTMENT: ENGINEERING 61-391-05

PERSONNEL

Bargaining Unit Position			FY 2010 Grade-Step		FY 2007		FY 2008		FY 2009			FY 2010						
					Actual # Expenditures		Actual # Expenditures		July-December			# Department Request Rate Total		Mayor's Recommendation # Total		Council Approval		
									#	Budget	Actual Expenditures						Estimated Expenditures	
1.	Office Coordinator		9-6	1	46,400.97	1	46,129.42	1	50,463	24,856.81	50,463.00	1	53,550.00	53,550.00	1	51,441.00	51,441.00	
2.	Principal Office Assistant		8-4	1	35,274.60	1	38,125.31	1	41,888	20,697.74	41,888.00	1	46,428.00	45,412.00	1	43,540.00	43,540.00	
3.	Principal Office Assistant		8-3	1	46,597.85	1	34,850.84	1	40,298	19,894.68	40,298.00	1	44,687.00	43,711.00	1	41,888.00	41,888.00	
Total					3	128,273.42	3	119,105.57	3	132,649	65,449.23	132,649.00	3	142,673.00		3	136,869.00	136,869.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	81,675.57	84,254.73	132,649	65,449.23	132,649.00	142,673.00	136,869.00	136,869.00
Total Personnel Expenses (05)	81,675.57	84,254.73	132,649	65,449.23	132,649.00	142,673.00	136,869.00	136,869.00

PROGRAM: PUBLIC SERVICE ENTERPRISE H SUB PROGRAM ELEMENT: WATER & SEWER BILLING & COMPLIANCE

SUB-PROGRAM: WATER DEPARTMENT: ENGINEERING 61-391-10

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5231 Water	204.13	139.32	400.00	97.74	102.00	0.00	0.00	0.00
5242 Maintenance of Office Equipment			900.00		900.00	900.00	900.00	900.00
5272 Rental of Office Equipment	283.75		300.00		0.00	0.00	0.00	0.00
5340 Postage	21,422.35	22,951.49	25,000.00	12,903.50	26,000.00	30,000.00	30,000.00	30,000.00
5381 Printing & Binding	2,260.41	2,875.80	2,500.00	2,493.00	4,000.00	5,000.00	2,500.00	2,500.00
Total	24,170.64	25,966.61	29,100.00	15,494.24	31,002.00	35,900.00	33,400.00	33,400.00
Supplies & Materials								
5420 Office Supplies		138.38	500.00	449.11	750.00	750.00	750.00	500.00
Total	0.00	138.38	500.00	449.11	750.00	750.00	750.00	500.00
Other Charges								
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General Expenses (10)	24,170.64	26,104.99	29,600.00	15,943.35	31,752.00	36,650.00	34,150.00	33,900.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE	H	SUB PROGRAM ELEMENT:	WATER ADMINISTRATION	
SUB-PROGRAM:	WATER		DEPARTMENT:	ENGINEERING	61-391

STATEMENT OF OBJECTIVES:

The operation and maintenance of the water distribution system by: insuring proper pressures; eliminating blow offs; marking out service lines and mains for dig safe contractors; flushing of water mains where this improves flow or water quality; manage the cross connection control program; perform regular inspections as mandated by state program; inspect private and public contracts that modify the system; oversee and maintain interconnections with neighboring communities; provide sampling and testing of water for state mandated programs as well as local rate-payer testing of water for state mandated programs as well as local rate-payer inquiries for quality; manage MWRA's leak detection efforts and operate and manage in-house leak detection program; repairs leaks and breaks in main distribution system; operate and manage state/federal imposed security programs; preventative maintenance of valve and gate systems.

DESCRIPTION OF OUTPUT STATEMENT:

This element oversees billing, maintains records, correspondence and fosters good public relations.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	406,837	413,596
Pension Administration	27,246	42,055
Medical & Life Insurance	506,388	546,565
Heat, Light, Water	36,476	38,708
Building Repair & Maintenance	32,598	45,787
Building Insurance	70	66
Motor Vehicle Insurance	6,219	5,679
Motor Vehicle Maint & Repair	69,331	62,284
Workers Compensation	61,618	43,012
Other Dept Allocations	331,667	346,387
Total	\$1,478,450	\$1,544,139

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	311,806.74	337,514.17	365,817.00	182,771.76	365,817.00	383,121.00	338,047.00	338,047.00
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supplies & Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Charges	205.00	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00
Equipment & Unusual								
Operating Budget	\$312,011.74	\$337,514.17	\$365,817.00	\$182,771.76	\$368,817.00	\$386,121.00	\$341,047.00	\$341,047.00

PROGRAM: PUBLIC SERVICE ENTERPRISE H SUB PROGRAM ELEMENT: WATER ADMINISTRATION
SUB-PROGRAM: WATER DEPARTMENT: ENGINEERING 61-391-05

PERSONNEL

			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual # Expenditures		Actual # Expenditures		July-December # Budget	Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation # Total	Council Approval		
1.	Business Manager	15-6 (L8)	1	73,652.83	1	76,410.32	1	85,001	42,670.26	85,001.00	1	88,163.00	88,163.00			
2.	Business Manager (PT 19 hours)												0.5	46,144.00	46,144.00	
3.	Asst Supt Water & Sewer	14-6 (L10)	1	68,969.23	1	72,959.38	1	80,313	39,820.44	80,313.00	1	84,142.00	84,142.00	1	81,087.00	81,087.00
4.	SPMG Foreman	13-4	1	40,695.20	1	55,767.35	1	61,047	30,275.45	61,047.00	1	66,354.00	65,936.00	1	65,936.00	65,936.00
5.	SPMG Gen Construction Insp	13-6	1	63,248.86	1	65,831.71	1	69,038	34,693.64	69,038.00	1	71,676.00	71,676.00	1	71,676.00	71,676.00
6.	SPMG Code Enforcement Inspector	12-6 (L9)	1	65,240.62	1	66,545.41	1	70,418	35,311.97	70,418.00	1	73,204.00	73,204.00	1	73,204.00	73,204.00
Total			5	311,806.74	5	337,514.17	5	365,817	182,771.76	365,817.00	5	383,121.00	383,121.00	4.5	338,047.00	338,047.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	311,806.74	337,514.17	365,817	182,771.76	365,817.00	383,121.00	338,047.00	338,047.00
Total Personnel Expenses (05)	311,806.74	337,514.17	365,817	182,771.76	365,817.00	383,121.00	338,047.00	338,047.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE		0	SUB PROGRAM ELEMENT:		WATER ADMINISTRATION		
SUB-PROGRAM:	WATER		DEPARTMENT:		ENGINEERING	61-391		
EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supplies & Materials								
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Charges								
5152 Training	205.00				3,000.00	3,000.00	3,000.00	3,000.00
Total	205.00	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00
Total General Expenses (10)	205.00	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00

PROGRAM: PUBLIC SERVICE ENTERPRISE H SUB PROGRAM ELEMENT: WATER OPERATIONS & MAINTENANCE
SUB-PROGRAM: WATER DEPARTMENT: ENGINEERING WAGES SUMMARY

PERSONNEL

Bargaining Unit Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009				FY 2010				
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation Total	Council Approval
1. LAB Working Foreman I	10-6 (L10)	1	54,219.00	1	49,796.09	1	54,113	28,247.01	54,113.00	1	27.79	58,017.00	58,017.00	58,017.00
2. LAB Working Foreman I	10-6 (L8)	1	56,602.73	1	53,047.97	1	53,129	29,793.10	53,129.00	1	27.28	56,962.00	56,962.00	56,962.00
3. LAB Cross Connect Inspector	9-6 (L8)	1	49,132.05	1	51,151.27	1	50,716	27,746.80	50,716.00	1	26.05	54,392.00	54,392.00	54,392.00
4. LAB S M E O	9-6 (L9)	1	50,275.47	1	54,905.07	1	50,716	31,120.05	50,716.00	1	26.29	54,857.00	54,857.00	54,857.00
5. LAB S M E O	9-1									1	19.74	41,217.00	0.00	0.00
6. LAB H M E O	8-6 (L8)	1	2,639.48	1		1	48,416			1	24.88	51,956.00	51,956.00	51,956.00
7. LAB H M E O	8-6	1	43,832.16	1	45,518.70	1	44,829	24,218.68	44,829.00	1	23.04	48,108.00	48,108.00	48,108.00
8. LAB M E O	7-6 (L10)	1	46,265.86	1	36,916.72	1	47,130	1,286.63	47,130.00	1	24.23	50,599.00	50,599.00	50,599.00
9. LAB Highway Maintenance	6-1	1	46,490.79	1	45,793.68	1	45,751	22,915.17	25,560.00	1	17.35	36,227.00	36,227.00	36,227.00
Total		8	349,457.54	8	337,129.50	8	394,800	165,327.44	326,193.00	9		452,335.00	411,118.00	411,118.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5112 Wages - Full Time	347,611.39	330,669.28	394,800	165,327.44	326,193.00	452,335.00	411,118.00	411,118.00
Stand By	0.00	0.00	18,700		18,700.00	18,700.00	18,700.00	18,700.00
5135 Buyback Sick Time	1,846.15	6,460.22	12,500		12,500.00	12,500.00	12,500.00	12,500.00
5134 Overtime	280,589.16	104,737.35	50,000	46,272.27	80,000.00	70,000.00	90,000.00	90,000.00
Total Personnel Expenses (05)	630,046.70	441,866.85	476,000	211,599.71	437,393.00	553,535.00	532,318.00	532,318.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE	H	SUB PROGRAM ELEMENT:	METER READ, REPAIR & INSTALL
SUB-PROGRAM:	WATER		DEPARTMENT:	ENGINEERING
				WAGES SUMMARY

PERSONNEL

Bargaining Unit Position				FY 2010 Grade-Step		FY 2007		FY 2008		FY 2009			FY 2010						
						#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request		Mayor's Recommendation		Council Approval
															Rate	Total	#	Total	
1.	LAB	Working Foreman II	11-6 (L11)	1	55,434.11	1	58,546.61	1	57,942	30,912.81	57,942.00	1	29.73	62,067.00	1	62,067.00	62,067.00		
2.	LAB	Water Meter Installer	8-6 (L11)	1	55,681.82	1	62,689.45	1	49,417	34,531.40	49,417.00	1	25.57	53,399.00	1	53,399.00	53,399.00		
3.	LAB	Water Service Inspector	7-6 (L11)	1	49,886.38	1	56,108.14	1	47,559	28,761.19	47,559.00	1	24.45	51,058.00	1	51,058.00	51,058.00		
4.	LAB	Water Service Inspector	7-1									1	18.02	37,626.00		0.00	0.00		
Total				3	161,002.31	3	177,344.20	3	154,918.00	94,205.40	154,918.00	4		204,150.00	3	166,524.00	166,524.00		

PERSONNEL SUMMARY

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5112 Wages - Full Time	161,002.31	177,344.20	154,918.00	94,205.40	154,918.00	204,150.00	166,524.00	166,524.00
Total Personnel Expenses (05)	161,002.31	177,344.20	154,918	94,205.40	154,918.00	204,150.00	166,524.00	166,524.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE			H	SUB PROGRAM ELEMENT:		WATER OPERATIONS & MAINTENANCE		
SUB-PROGRAM:	WATER			DEPARTMENT:		ENGINEERING	61-392, 61-393 61-394, 61-395		
EXPENDITURES									
	FY 2007	FY 2008	FY 2009			FY 2010			
			July-December						
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
61-392-10 Water Maintenance & Operations									
Contractual Services									
5210 Heating Fuel	2,274.53	8,771.06	14,000.00	1,436.60	14,000.00	16,000.00	14,000.00	14,000.00	
5213 Light	22,956.18	19,870.73	25,000.00	3,850.72	25,000.00	25,000.00	20,000.00	20,000.00	
5231 Water		144.98	500.00	59.30	250.00	250.00	0.00	0.00	
5241 Repair Equipment not MV	32,575.56	35,254.60	30,000.00	2,629.02	35,000.00	35,000.00	30,000.00	30,000.00	
5242 Maintenance of Office Equipment	1,200.00	1,320.00	1,500.00	1,236.26	5,000.00	5,000.00	3,000.00	3,000.00	
5245 Repair to Buildings & Ground			1,000.00	3,950.00	4,000.00	4,000.00	4,000.00	4,000.00	
5252 Repair Motorized Equipment	3,788.00				0.00	0.00	0.00	0.00	
5253 Repair Small Tools	1,037.66	1,308.78	500.00	0.00	500.00	500.00	300.00	300.00	
5263 Repair to Trenches			20,000.00		20,000.00	20,000.00	5,000.00	5,000.00	
5276 Rental Trucks & Equipment	4,523.00				0.00	0.00	0.00	0.00	
5300 Consultants / Emergency Repairs	4,000.00	25,024.94	25,000.00	1,505.35	40,000.00	40,000.00	10,000.00	10,000.00	
5302 Advertising			500.00		0.00	0.00	0.00	0.00	
5340 Postage	1,099.27	370.62	100.00	0.00	150.00	150.00	100.00	100.00	
5381 Printing & Binding	1,618.80	892.58	2,000.00	654.20	1,500.00	1,500.00	0.00	0.00	
5385 Meter Reading Services			100,000.00		0.00	0.00	0.00	0.00	
Total	75,073.00	92,958.29	220,100.00	15,321.45	145,400.00	147,400.00	86,400.00	86,400.00	
Supplies & Materials									
5420 Office Supplies	4,638.95	2,996.50	1,500.00	1,542.06	3,500.00	3,500.00	250.00	250.00	
5423 Books & Manuals			500.00		500.00	500.00	400.00	400.00	
5430 Public Safety Supplies	3,235.93	1,369.39	1,500.00	1,543.00	3,000.00	3,000.00	1,500.00	1,500.00	
5434 Building Supplies	129.22		900.00		500.00	500.00	0.00	0.00	
5450 Cleaning & Supplies	892.61	2,029.95	1,000.00	1,027.02	2,000.00	2,000.00	1,200.00	1,200.00	
5480 Batteries	1,200.00				0.00	0.00	0.00	0.00	
5538 Stone Base & Crusher Run	26,779.78	25,395.48	18,000.00	13,259.07	30,000.00	30,000.00	27,000.00	27,000.00	
5539 Castings & Pipes	66,037.53	68,010.50	39,000.00	16,405.79	80,000.00	80,000.00	39,000.00	39,000.00	
5581 Clothing, Gloves, Shoes	15,747.54	4,749.91	10,000.00	5,312.09	10,000.00	12,000.00	10,000.00	10,000.00	
5587 Small Tools	25,921.80	13,971.59	10,000.00	3,778.76	15,000.00	15,000.00	10,000.00	10,000.00	
5589 Sprays & Chemicals	2,197.29	3,076.71	1,000.00		1,500.00	1,500.00	1,500.00	1,500.00	
5598 Paint	97.00	815.00	500.00	1,141.69	2,000.00	2,000.00	1,000.00	1,000.00	
61-395-10 Water Services									
5539 Castings & Pipes	12,911.99	13,071.81	15,000.00	0.00	10,000.00	10,000.00	10,000.00	10,000.00	
Total	159,789.64	135,486.84	98,900.00	44,009.48	158,000.00	160,000.00	101,850.00	101,850.00	

PROGRAM:	PUBLIC SERVICE ENTERPRISE	H	SUB PROGRAM ELEMENT:	WATER OPERATIONS & MAINTENANCE				
SUB-PROGRAM:	WATER		DEPARTMENT:	ENGINEERING	61-392, 61-393 61-394, 61-395			
			EXPENDITURES					
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December	Actual	Estimated			
Classification	Actual	Actual	Budget	Expenditures	Expenditures	Department	Mayor's	Council
	Expenditures	Expenditures				Request	Recommendation	Approval
Other Charges								
5152 Training	3,080.00	1,645.00	2,000.00	3,000.00	6,000.00	6,000.00	3,000.00	3,000.00
5730 Conference Expense		188.00	500.00		1,000.00	1,000.00	0.00	0.00
5731 Dues	440.00	650.00	500.00		500.00	500.00	0.00	0.00
5733 Licenses	1,798.00	624.00	3,000.00	685.00	3,000.00	3,000.00	3,000.00	3,000.00
Total	5,318.00	3,107.00	6,000.00	3,685.00	10,500.00	10,500.00	6,000.00	6,000.00
Total General Expenses (10)	240,180.64	231,552.13	325,000.00	63,015.93	313,900.00	317,900.00	194,250.00	194,250.00
Equipment & Unusual								
61-392-15 Water Maintenance & Operations								
5300 Consultants		25.00		0.00			0.00	0.00
5333 Water Survey Work - Leak Detection	22,000.00	30,400.00	16,000.00	0.00	25,000.00	25,000.00	16,000.00	16,000.00
5630 State Assessment - MWRA	6,287,763.00	6,518,480.00	7,221,866.00	3,565,645.50	7,221,866.00	7,150,804.00	7,150,804.00	7,150,804.00
5631 State Assessment - DEP	22,836.95	24,113.65	25,000.00		25,000.00	25,000.00	25,000.00	25,000.00
5884 Water Maintenance Repair Service	6,813.15	936.00			50,000.00	50,000.00	25,000.00	25,000.00
5886 Disposal of Trench Tailings	18,460.50	6,250.00	40,000.00	3,742.75	25,000.00	30,000.00	30,000.00	30,000.00
5887 Hydrants	74,693.00	45,022.40	50,000.00	26,594.02	50,000.00	25,000.00	25,000.00	25,000.00
6906 Van/Pickup Truck		518.45						
7037 Gate Turning Machine		40,376.00						
61-394-15 Water Plant Meters								
5593 Meter Parts	7,489.40	1,966.28	2,000.00	0.00	2,500.00	3,000.00	2,000.00	2,000.00
5885 Meters	24,592.00	19,122.00	15,000.00	4,122.29	18,000.00	25,000.00	25,000.00	25,000.00
Total Equipment & Unusual Expenses (15)	6,464,648.00	6,687,209.78	7,369,866.00	3,600,104.56	7,417,366.00	7,333,804.00	7,298,804.00	7,298,804.00

PROGRAM: PUBLIC SERVICE ENTERPRISE H **SUB PROGRAM ELEMENT:** SEWER OPERATIONS & MAINTENANCE

SUB-PROGRAM: SEWERS **DEPARTMENT:** ENGINEERING **60-408**

STATEMENT OF OBJECTIVES:

Maintenance: To ensure the sewer system is maintained and operational and through preventative maintenance reduce the number of sewer related service calls.
Connections: To insure access to the sanitary sewer for all residents of the City.

DESCRIPTION OF OUTPUT STATEMENT:

Maintenance: Flush sewer mains in problem areas at required times with a goal of 200,640 linear feet annually or 30% of the systems. Respond to sewer emergency calls within the hour.
Connections: This element clears stoppages within current services and inspects the condition of service connections through the use of television inspection equipment.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	218,635	221,090
Pension Administration	14,671	22,645
Medical & Life Insurance	230,457	236,147
Heat, Light, Water	19,722	20,843
Building Repair & Maintenance	48,763	37,615
Building Insurance	68	65
Motor Vehicle Insurance	3,349	3,058
Motor Vehicle Maint & Repair	37,332	33,538
Other Dept Allocations	682,515	738,224
Workers Compensation	50,778	154,870
Total	<u>\$1,306,290</u>	<u>\$1,468,095</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Sewer Stoppages Main	125	100	100
Sewer Stoppages laterals	249	300	300
Sewer Main Repairs	5	5	5
Sewer Lateral Repairs	38	35	35
Catch Basin Cleaned	1,700	2,000	2,000
Number of Catch Basins Citywide	5,400	5,400	5,400
Televised Miles	2	4	10
Miles of Drain	95	95	95
Miles of Sewer	150	150	150
Pump Station Repairs-West & Sam	\$71,385	\$56,000	\$56,000
Sanitary Grease Traps Citywide	274	300	300
Sanitary Grease Traps Inspected	800	900	900

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	619,573.07	546,449.12	515,463.00	175,898.89	498,468.64	650,135.00	537,691.00	537,691.00
Contractual Services	125,408.38	141,251.01	134,000.00	56,265.26	165,000.00	170,000.00	122,000.00	122,000.00
Supplies & Materials	89,325.15	32,542.44	41,200.00	11,584.34	47,500.00	47,500.00	39,200.00	39,200.00
Other Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment & Unusual	10,037,312.81	10,965,056.13	11,140,620.00	5,605,336.75	11,373,120.00	12,066,487.00	12,066,487.00	12,066,487.00
Operating Budget	<u>\$10,871,619.41</u>	<u>\$11,685,298.70</u>	<u>\$11,831,283.00</u>	<u>\$5,849,085.24</u>	<u>\$12,084,088.64</u>	<u>\$12,934,122.00</u>	<u>\$12,765,378.00</u>	<u>\$12,765,378.00</u>

PROGRAM: PUBLIC SERVICE ENTERPRISE H SUB PROGRAM ELEMENT: SEWER OPERATIONS & MAINTENANCE
SUB-PROGRAM: SEWERS DEPARTMENT: ENGINEERING WAGES SUMMARY

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009			FY 2010						
			FY 2010 Grade-Step	Actual # Expenditures	Actual # Expenditures	July-December Actual # Expenditures	Estimated Expenditures	Department Request # Rate	Total	Mayor's Recommendation # Total	Council Approval					
1. LAB	Working Foreman I	10-6 (L8)	1	51,211.65	1	34,404.96	1	50,716	28,242.63	50,716.00	1	27.28	56,962.00	1	56,962.00	56,962.00
2. LAB	Working Foreman I/Video Insp	10-6 (L11)	1	45,174.67	1	53,445.65	1	54,605	28,267.25	54,605.00	1	28.04	58,545.00	1	58,545.00	58,545.00
3. LAB	Working Foreman I		1	50,387.14	1	51,300.36			502.94	502.94						
4. LAB	S M E O	9-6 (L10)	1	50,127.40	1	51,710.94	1	51,655	27,110.49	51,655.00	1	26.53	55,399.00	1	55,399.00	55,399.00
5. LAB	S M E O	9-6 (L8)	1	41,692.56	1	10,775.28	1	48,413	105.64	48,413.00	1	26.05	54,392.00	1	54,392.00	54,392.00
6. LAB	Pump Station Operator	9-1									1	19.74	41,217.00			
7. LAB	M E O	7-6 (L10)	1	45,564.34	1	49,002.69	1	47,130	24,716.39	47,130.00	1	24.23	50,599.00	1	50,599.00	50,599.00
8. LAB	M E O	7-1	1	49,556.43	1	39,731.73	1	46,273	4,616.46	46,273.00	1	18.02	37,626.00	1	37,626.00	37,626.00
9. LAB	Pump Station Attend	7-6 (L8)	1	54,246.35	1	42,400.96	1	46,273	415.70	415.70	1	23.79	49,679.00	1	49,679.00	49,679.00
10. LAB	M E O	7-3	1	45,233.02	1	40,866.78	1	47,559	15,450.90	47,559.00	1	19.45	40,119.00	1	40,119.00	40,119.00
11. LAB	Laborer	6-2	1	43,129.80	1	59,362.16	1	45,339	585.42	18,699.00	1	18.02	36,870.00	1	36,870.00	36,870.00
12. LAB	Laborer	6-1									1	17.35	36,227.00			
Total			10	476,323.36	10	433,001.51	9	437,963.00	130,013.82	365,968.64	11		517,635.00	9	440,191.00	440,191.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5112 Wages - Full Time	476,323.36	423,643.42	437,963	130,013.82	365,968.64	517,635.00	440,191.00	440,191.00
Stand By	0.00		23,000		23,000.00	23,000.00	23,000.00	23,000.00
5135 Buyback Sick Time	5,108.33	9,358.09	4,500	4,235.94	4,500.00	4,500.00	4,500.00	4,500.00
5134 Overtime	138,141.38	113,447.61	50,000	41,649.13	105,000.00	105,000.00	70,000.00	70,000.00
Total Personnel Expenses (05)	619,573.07	546,449.12	515,463	175,898.89	498,468.64	650,135.00	537,691.00	537,691.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE		H	SUB PROGRAM ELEMENT:		SEWER OPERATIONS & MAINTENANCE		
SUB-PROGRAM:	SEWERS			DEPARTMENT:		ENGINEERING	60-408-10	
	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5210 Heating Fuel	8,073.45							
5213 Light	62,599.30	77,747.60	70,000.00	37,653.56	100,000.00	100,000.00	80,000.00	80,000.00
5241 Repair Equipment not MV	42,445.63	53,978.55	27,000.00	9,643.05	35,000.00	35,000.00	27,000.00	27,000.00
5252 Repair to Motor Equipment	420.00	1,179.23	2,000.00	8,968.65	15,000.00	15,000.00	2,000.00	2,000.00
5261 Repair to Fences			2,000.00		2,000.00	2,000.00	1,000.00	1,000.00
5263 Repair to Trenches			5,000.00		5,000.00	5,000.00	2,000.00	2,000.00
5264 Pipe Repair			5,000.00		5,000.00	5,000.00	2,000.00	2,000.00
5276 Rental of Trucks & Equipment	3,745.00		3,000.00		3,000.00	3,000.00	3,000.00	3,000.00
5300 NPDES Permitting	8,125.00	8,345.63	20,000.00		0.00	5,000.00	5,000.00	5,000.00
Total	125,408.38	141,251.01	134,000.00	56,265.26	165,000.00	170,000.00	122,000.00	122,000.00
Supplies & Materials								
5431 Maintenance of Sewer Lines	54,464.53	11,820.01	20,000.00	0.00	20,000.00	20,000.00	20,000.00	20,000.00
5450 Cleaning & Supplies	1,946.17	1,596.81	1,200.00	1,881.49	4,000.00	4,000.00	1,200.00	1,200.00
5500 First Aid Supplies	713.98	489.54	500.00	72.55	500.00	500.00	500.00	500.00
5538 Stone Base & Crusher Run			1,000.00		1,000.00	1,000.00	1,000.00	1,000.00
5539 Castings & Pipes	4,517.09	3,548.38	5,000.00	3,387.65	6,000.00	6,000.00	5,000.00	5,000.00
5542 Sewer Supplies	1,973.85	5,316.09	1,500.00	1,280.25	3,000.00	3,000.00	1,500.00	1,500.00
5581 Clothing, Gloves, Shoes	15,513.92	6,355.37	6,000.00	2,644.59	6,000.00	6,000.00	6,000.00	6,000.00
5587 Small Tools	3,813.17	1,344.45	4,000.00	696.86	4,000.00	4,000.00	2,000.00	2,000.00
5589 Sprays & Chemicals	4,453.99	1,719.19	1,500.00	1,286.95	2,500.00	2,500.00	1,500.00	1,500.00
5598 Paint	1,928.45	352.60	500.00	334.00	500.00	500.00	500.00	500.00
Total	89,325.15	32,542.44	41,200.00	11,584.34	47,500.00	47,500.00	39,200.00	39,200.00
Other Charges								
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General Expenses (10)	214,733.53	173,793.45	175,200.00	67,849.60	212,500.00	217,500.00	161,200.00	161,200.00

PROGRAM:	PUBLIC SERVICE ENTERPRISE	H	SUB PROGRAM ELEMENT:	SEWER OPERATIONS & MAINTENANCE	
SUB-PROGRAM:	SEWERS		DEPARTMENT:	ENGINEERING	60-408-15

Classification	EXPENDITURES		EXPENDITURES			EXPENDITURES		
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Equipment & Unusual								
5630 State Assessment - MWRA	9,867,845.00	10,567,428.00	11,045,120.00	5,445,348.00	11,045,120.00	11,900,987.00	11,900,987.00	11,900,987.00
5740 Insurance	6,240.00	6,240.00	7,500.00		7,000.00	7,500.00	7,500.00	7,500.00
5871 Safety Equipment	1,999.90	377.90	3,000.00		3,000.00	3,000.00	3,000.00	3,000.00
5884 Sewer Maintenance Repair Services	33,682.36	65,099.99	20,000.00	156,131.00	275,000.00	100,000.00	100,000.00	100,000.00
5886 Disposal of Trench Tailings	55,616.20	17,957.50	40,000.00	3,242.75	25,000.00	30,000.00	30,000.00	30,000.00
5888 Contaminated Soils			10,000.00	615.00	3,000.00	10,000.00	10,000.00	10,000.00
5890 Catch Basin Cleaning Disposal		35,205.59	15,000.00		15,000.00	15,000.00	15,000.00	15,000.00
6984-01 I D D E Program	65,782.20	266,600.00						
6935 Sewer Maintenance Equipment	6,147.15	6,147.15						
Total Equipment & Unusual Expenses (15)	10,037,312.81	10,965,056.13	11,140,620.00	5,605,336.75	11,373,120.00	12,066,487.00	12,066,487.00	12,066,487.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B** **SUB PROGRAM ELEMENT:** FIRE

SUB-PROGRAM: FIRE PROTECTION **DEPARTMENT:** FIRE **105, 106, 107, 108**

STATEMENT OF OBJECTIVES:

General Support: To provide the executive leadership, policy and rules necessary for the maximum departmental efficiency of operation and to provide such administrative and general support service necessary to achieve these aims.

Fire Prevention: The objective of this element is to decrease the possibility of loss of life or property through a program of fire prevention and inspection. When fires do occur, they are investigated with the goal of eliminating the cause of such fires in the future.

Fire Fighting: The prime objective of this element is the saving of life and the extinguishment of fires. To achieve these ends it is important to have a well trained department of fire fighters and well-maintained equipment to insure reaching the scene as rapidly as possible with the proper apparatus to enable them to handle the situation in a proper and professional manner.

INDIRECT COSTS

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:

Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	4,764,398	5,230,947
Pension Administration	322,068	536,278
Medical & Life Insurance	5,411,312	6,120,689
Heat, Light, Water	112,348	123,912
Building Repair & Maintenance	221,790	234,998
Building Insurance	3,995	3,805
Motor Vehicle Insurance	11,742	10,723
Motor Vehicle Maint & Repair	130,905	117,600
Total	<u>\$10,978,558</u>	<u>\$12,378,952</u>

OUTPUT MEASURES

GENERAL SUPPORT

The overall direction of the department is administered by the Fire Chief along with his administrative staff whose functions are of a department-wide supportive or administrative nature. Included among these are management of personnel and fiscal matters, communications, maintenance of equipment and buildings, maintaining of fire records, training safety, and a number of small scale activities which are not readily assignable to other program elements within this department.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Personnel		179	179
Vehicles & Apparatus		21	21

FIRE PREVENTION & INVESTIGATION

Fire Prevention activities include: Information classes for employees of hospitals and nursing homes, regular sessions at schools including fire drills, consultations with industrial operations in the City and issuance of permits. Fire inspection activities involve a regular program of inspections of schools, nursing homes, hospitals and a semi-annual inspection of industrial and mercantile buildings by (in service) fire companies. The Investigative activities include inspection of all fires to determine the cause and also investigation of all complaints relative to fire hazards.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Oil Burn - LP Gas - Tanks - BLST		300	325
Co In Service - Indus - Mer		3,000	3,500
Schools - Nurs Homes - Hosp		100	100
Truck Insp (Fuel - Gas)		10	60
Permits		800	850
Fire Warning Systems		750	800
Educational Classes		135	150
Hotel Motel Lodge AP		220	250
Mercantile & Industrial		550	550
Hydrant Inspections		1,301	1,301

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B**

SUB-PROGRAM: FIRE PROTECTION

SUB PROGRAM ELEMENT: FIRE

DEPARTMENT: FIRE

FIRE FIGHTING & TRAINING

The Fire Fighting unit consists of four Deputy Chiefs, ten Captains, thirty Lieutenants, and one-hundred twenty-four Fire Fighters. They are responsible for control and extinguishing all fires within the City. They receive continuous training to keep up to date with regular and new fire fighting techniques.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Box Alarms		1,200	1,360
Still Alarms		6,000	5,990
Bomb Scares		5	3
False Alarms		190	150
System Trouble		400	475

FIRE BUILDING & GROUNDS

The Fire Department is responsible for the ordinary maintenance of its own buildings and grounds. These buildings are occupied on a twenty-four hour basis and act as a living quarters for the men of the department who are on duty at any given time. This element provides the supplies and services necessary to accommodate their needs.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Buildings Maintained	6	6	6

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	12,624,324.29	11,917,622.11	12,362,409.00	6,644,171.96	12,482,409.00	13,298,549.00	12,784,120.00	12,784,120.00
Contractual Services	93,292.10	145,137.63	99,586.00	51,382.30	141,856.00	104,658.00	94,508.00	94,508.00
Supplies & Materials	30,752.99	28,690.29	28,550.00	7,113.08	30,094.00	28,550.00	18,600.00	18,600.00
Other Charges	108,086.38	102,003.60	129,504.00	5,041.83	139,876.00	137,960.00	133,585.00	133,585.00
Equipment & Unusual	131,016.27	80,070.19	65,200.00	418.90	88,300.35	64,200.00	40,200.00	40,200.00
Special Items	128,539.00	154,002.74	150,450.00	110,876.32	160,004.00	150,450.00	120,650.00	120,650.00
Operating Budget	\$13,116,011.03	\$12,427,526.56	\$12,835,699.00	\$6,819,004.39	\$13,042,539.35	\$13,784,367.00	\$13,191,663.00	\$13,191,663.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B** **SUB PROGRAM ELEMENT:** FIRE
SUB-PROGRAM: FIRE PROTECTION **DEPARTMENT:** FIRE **SALARIES & WAGES SUMMARY**

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	July-December Actual		Estimated Expenditures	Department Request		Mayor's Recommendation		Council Approval		
							#	Budget		#	Rate	Total	#		Total	
1.	Fire Chief	22-5	1	103,836.20	1	103,575.84	1	112,542	61,028	112,667.00	1	123,044.00	123,044.00	1	117,450.00	117,450.00
2.	FIRE Deputy Chief		6	564,129.83	6	572,805.97	6	548,900	275,371	554,389.00	6	91,898.00	567,246.00	6	567,246.00	567,246.00
3.	FIRE Captain		10	766,350.65	10	718,350.30	10	753,810	378,848	761,348.00	10	78,281.00	782,810.00	10	782,810.00	782,810.00
4.	FIRE Lieutenant		30	2,045,506.08	30	1,945,346.44	30	1,925,310	993,202	1,944,563.00	30	66,741.00	2,002,230.00	30	2,002,230.00	2,002,230.00
5.	FIRE Lieutenant - Fire Prev		3	265,792.24	3	207,505.39	3	209,676	140,127	211,773.00	3	74,170.00	218,348.00	3	218,052.00	218,052.00
6.	FIRE Fire Fighter		123	6,693,271.11	123	6,059,309.96	116	6,343,112	3,047,241	6,406,543.00	124	56,961.00	7,063,164.00	116	6,607,476.00	6,607,476.00
7.	Executive Assistant	12-6 (L11)					1	68,407	34,306	69,091.00	1	74,548.00	74,436.00	1	71,657.00	71,657.00
8.	Administrative Assistant	10-6 (L10)	1	56,968.15	1	58,107.52										
9.	Principal Office Assist	8-6 (L10)	1	37,120.00	1	39,997.06	1	52,924	21,752	53,453.00	1	55,135.00	55,135.00	1	52,924.00	52,924.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY

B

SUB PROGRAM ELEMENT: FIRE

SUB-PROGRAM: FIRE PROTECTION

DEPARTMENT: FIRE

SALARIES & WAGES SUMMARY

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step				FY 2007		FY 2008		FY 2009				FY 2010					
				Actual Expenditures # \$		Actual Expenditures # \$		July-December Actual Expenditures # \$		Estimated Expenditures # \$		Department Request			Mayor's Recommendation		Council Approval
												#	Rate	Total	#	Total	
10.	Sr Office Assistant	PT 19	6-6	1	18,968.84	1	20,206.77	1	22,183	14,150	22,405.00	1	43,058.00	24,057.00	1	23,057.00	23,057.00
11.	Sr Office Assistant	PT 19	6-5	1	17,470.30	1	18,342.42	1	21,273	6,624	21,486.00	1	44,734.00	23,082.00	1	22,112.00	22,112.00
12.	Temporary Help					1	1,313.25	1	3,500	1,296	3,500.00	1	10.00	3,500.00		0.00	-
Total Salaries				54	3,876,142.29	55	3,685,550.96	55	3,650,118	1,892,398.31	3,685,584.00	55		3,873,888.00	54	3,857,538.00	3,857,538.00
Total Wages				123	6,693,271.11	123	6,059,309.96	116	6,343,112	3,047,241.00	6,406,543.00	124		7,063,164.00	116	6,607,476.00	6,607,476.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	3,839,703.15		3,645,688.52		3,671,569	1,904,634.31	3,707,284.00	3,823,249.00	3,823,978.00	3,823,978.00
5112 Wages - Full Time	6,693,271.11		6,059,309.96		6,343,112	3,047,241.00	6,406,543.00	7,063,164.00	6,607,476.00	6,607,476.00
5113 Salaries - Part Time	36,439.14		38,549.19		43,456	20,774.00	43,891.00	47,139.00	45,169.00	45,169.00
5123 Temporary Help	0.00		1,313.25		3,500	1,296.00	3,500.00	3,500.00	0.00	0.00
5140 Holiday	644,746.59		589,598.17		668,200	356,205.64	674,682.00	690,425.00	690,425.00	690,425.00
5141 Longevity	417,413.17		416,906.88		450,500	414,142.95	456,700.00	469,000.00	469,000.00	469,000.00
5142 College Credits	489,780.96		533,714.93		522,000	503,469.38	527,000.00	542,000.00	542,000.00	542,000.00
5143 Out of Grade	71,724.74		59,908.74		100,000	24,602.58	100,000.00	100,000.00	100,000.00	100,000.00
5134 Overtime	406,723.55		540,132.47		527,572	355,778.64	530,309.00	527,572.00	473,572.00	473,572.00
5144 LEPC Chairperson Stipend	24,521.88		32,500.00		32,500	16,027.46	32,500.00	32,500.00	32,500.00	32,500.00
Total Personnel Expenses (05)	<u>\$12,624,324.29</u>		<u>\$11,917,622.11</u>		<u>\$12,362,409</u>	<u>\$6,644,171.96</u>	<u>\$12,482,409.00</u>	<u>\$13,298,549.00</u>	<u>\$12,784,120.00</u>	<u>\$12,784,120.00</u>

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B

SUB-PROGRAM: FIRE PROTECTION

SUB PROGRAM ELEMENT: FIRE

DEPARTMENT: FIRE

105, 106, 107, 108

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5240 Maintenance of SCBA			4,000.00	3,886.70	4,000.00	4,000.00	4,000.00	4,000.00
5241 Repair Equipment not MV	11,897.34	14,540.09	12,500.00	6,588.82	12,600.00	12,500.00	9,000.00	9,000.00
5242 Maintenance of Office Equipment	966.50	721.60	1,200.00	991.41	1,200.00	1,200.00	1,100.00	1,100.00
5243 Maintenance of Equipment-Plymovent Systems			5,886.00	5,886.00	5,886.00	5,958.00	5,958.00	5,958.00
5252 Repair to Motor Equipment	25,747.23	33,959.50	35,000.00	18,806.65	35,000.00	40,000.00	40,000.00	40,000.00
5258 Year Test Ladder	3,593.50	2,650.00	3,500.00		3,500.00	3,500.00	3,500.00	3,500.00
5275 Rental of Hydrants			6,000.00		6,000.00	6,000.00	0.00	0.00
5317 Medical & Dental	16,339.95	22,911.61	15,000.00	11,043.96	56,580.00	15,000.00	15,000.00	15,000.00
5318 Hospitals, Clinics & Institutions	33,213.69	69,399.71	15,000.00	2,897.69	15,000.00	15,000.00	15,000.00	15,000.00
5340 Postage	120.84	351.87	500.00	131.32	542.00	500.00	200.00	200.00
5381 Printing & Binding	1,413.05	603.25	1,000.00	1,149.75	1,548.00	1,000.00	750.00	750.00
Total	93,292.10	145,137.63	99,586.00	51,382.30	141,856.00	104,658.00	94,508.00	94,508.00
Supplies & Materials								
5420 Office Supplies	4,484.42	4,614.02	3,350.00	822.31	3,400.00	3,350.00	2,000.00	2,000.00
5423 Books & Manuals	669.15	615.85	700.00		700.00	700.00	700.00	700.00
5430 Public Safety Supplies	7,398.40	12,639.66	9,800.00	3,235.47	9,800.00	9,800.00	7,500.00	7,500.00
5433 Maintenance not Building	514.33	3.00	500.00		500.00	500.00	0.00	0.00
5434 Building Supplies	7,030.75	6,572.94	5,000.00	858.11	6,344.00	5,000.00	3,000.00	3,000.00
5435 Electrical Supplies	473.75	95.30	300.00		300.00	300.00	0.00	0.00
5450 Cleaning & Supplies	4,783.21	2,496.16	2,500.00	1,707.93	2,500.00	2,500.00	2,500.00	2,500.00
5461 Maintenance of Grounds	616.54	898.32	800.00	50.00	800.00	800.00	100.00	100.00
5500 Medical Supplies			4,000.00		4,000.00	4,000.00	2,500.00	2,500.00
5587 Small Tools	4,258.69	532.11	600.00	47.95	750.00	600.00	300.00	300.00
5794 Holiday	523.75	222.93	1,000.00	391.31	1,000.00	1,000.00	0.00	0.00
Total	30,752.99	28,690.29	28,550.00	7,113.08	30,094.00	28,550.00	18,600.00	18,600.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B

SUB-PROGRAM: FIRE PROTECTION

SUB PROGRAM ELEMENT: FIRE

DEPARTMENT: FIRE

105, 106, 107, 108

Classification	EXPENDITURES		EXPENDITURES			EXPENDITURES		
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Other Charges								
5152 Training	15,911.39	10,114.45	17,000.00	1,963.22	27,372.00	17,000.00	15,000.00	15,000.00
5154 Emergency Medical Technician	85,800.39	86,305.00	105,329.00		105,329.00	113,785.00	113,785.00	113,785.00
5492 Emergency Provision	45.77	40.86	500.00		500.00	500.00	0.00	0.00
5730 Conference Expense	1,137.15	324.75	2,000.00	100.06	2,000.00	2,000.00	0.00	0.00
5731 Dues		29.95						
5731 Dues - Metro Fire	3,531.83	4,451.21	3,500.00	2,889.95	3,500.00	3,500.00	3,300.00	3,300.00
5731 Dues - NFPA Internet Access	1,659.85	737.38	1,175.00	88.60	1,175.00	1,175.00	1,500.00	1,500.00
Total	108,086.38	102,003.60	129,504.00	5,041.83	139,876.00	137,960.00	133,585.00	133,585.00
Total General Expenses (10)	232,131.47	275,831.52	257,640.00	63,537.21	311,826.00	271,168.00	246,693.00	246,693.00
Equipment & Unusual								
5153 Patches & Badges	400.00	400.00	800.00		800.00	800.00	0.00	0.00
5245 Tower Repair & Maint	2,105.00	422.22	5,000.00		10,472.00	5,000.00	5,000.00	5,000.00
5501 Wellness Program			1,000.00		9,000.00	0.00	0.00	0.00
5803 Helmets & Shields	700.00		700.00		700.00	700.00	200.00	200.00
5871 Safety Equipment	54,380.80	53,437.53	36,700.00	330.90	38,828.35	36,700.00	20,000.00	20,000.00
5875 Hoses, Cable, Wire	37,822.27	25,810.44	21,000.00	88.00	21,000.00	21,000.00	15,000.00	15,000.00
5991 Matching Grants	29,564.20							
6946 Turn-out Gear	6,044.00				7,500.00			
Total Equipment & Unusual Expenses (15)	131,016.27	80,070.19	65,200.00	418.90	88,300.35	64,200.00	40,200.00	40,200.00
Special Items								
5124 Honor Guard - Uniforms		4,000.00	4,000.00		4,000.00	4,000.00	0.00	0.00
5150 Uniform Allowance	775.00	775.00	775.00	775.00	775.00	775.00	775.00	775.00
5150 Uniform Allowance 5 @ 4000			20,000.00		20,000.00	20,000.00	0.00	0.00
5150 Uniform Allowance 168 @ 725	123,889.00	145,352.74	121,800.00	110,101.32	131,354.00	121,800.00	116,000.00	116,000.00
5150 Uniform Allowance (5)	3,875.00	3,875.00	3,875.00		3,875.00	3,875.00	3,875.00	3,875.00
Total Special Items (25)	128,539.00	154,002.74	150,450.00	110,876.32	160,004.00	150,450.00	120,650.00	120,650.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE **D** **SUB PROGRAM ELEMENT:** OFFICE OF HANDICAP AFFAIRS

SUB-PROGRAM: HANDICAP SERVICES **DEPARTMENT:** HANDICAP COMMISSION **507**

STATEMENT OF OBJECTIVES:

To address disability issues throughout the year and within the community. To direct and assist those with disabilities with their varied requests and provide a solution. To maintain the ongoing close relationship with the staff office of Handicapped Affairs. To seek monies from sources to effect the removal of barriers in the City. Provide assistance to access municipal buildings. Have a minimum of ten (10) open meetings per year. Provide an educational forum for the community, citizens, city officials, and employees. Re-evaluate all city buildings to determine compliance with federal and state regulations. Review advances in technology with regard to accessibility equipment. Explore need for accessibility equipment within public buildings (i.e. wheelchairs). Investigate and evaluate types and amount of accessible transportation within Waltham.

DESCRIPTION OF OUTPUT STATEMENT:

During past fiscal years the commission has sought funding to assist other city departments in providing or upgrading means of access into and out of public buildings and enhancing mobility within buildings. The commission has provided portable accessible toilets at various city events. The commission has worked with the traffic department to install "countdown" signal lights at several intersections throughout the city. During the past year the commission has completed re-configuration of the public access window at the Treasurer's Office, provided additional signage at City Hall, Government Center and the Paine Estate, installed automatic doors at various locations within Government Center, completed handicap renovations to third floor restroom at Government Center, coordinated with Planning Director for adaptation of his automobile, installed a handicap swing at Nipper Maher Field, and allocated funds for a handicap accessible spectator stand at Lake Street playground. During the coming year the commission plans to continue to explore ways to enhance the quality of handicap facilities throughout the city.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Output Measure			
Sidewalk Accessibility Repairs			
Waltham Museum Lexington Street		50,000	
Paine Estate			50,000
Police Station Elevator		55,000	
HP Bathroom @ Orange St Voting Station		20,000	

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	6,300.00	5,800.00	7,000.00	2,400.00	7,000.00	7,000.00	0.00	0.00
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supplies & Materials	0.00	0.00	200.00	0.00	200.00	200.00	200.00	200.00
Other Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$6,300.00	\$5,800.00	\$7,200.00	\$2,400.00	\$7,200.00	\$7,200.00	\$200.00	\$200.00

PROGRAM:IMPROVEMENT OF THE GENERAL WELFARED

SUB PROGRAM ELEMENT:OFFICE OF HANDICAP AFFAIRS

SUB-PROGRAM:HANDICAP SERVICES

DEPARTMENT:HANDICAP COMMISSION507-05

PERSONNEL

Bargaining Unit Position			FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010				
						Actual # Expenditures		Actual # Expenditures		#	July-December		#	Department Request		Mayor's Recommendation		Council Approval
											Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	#	
1.	Board Members		*	7	6,300.00	7	5,800.00	7	7,000	2,400.00	7,000.00	7	100.00	7,000.00	7	0.00	0.00	
Total				7	6,300.00	7	5,800.00	7	7,000	2,400.00	7,000.00	7	7,000.00		7	0.00	0.00	

* Stipends suspended temporarily

PERSONNEL SUMMARY

		FY 2007	FY 2008	FY 2009			FY 2010		
				July-December					
Classification		Actual	Actual		Actual	Estimated	Department	Mayor's	Council
		Expenditures	Expenditures	Budget	Expenditures	Expenditures	Request	Recommendation	Approval
5194	Boards & Commissions	6,300.00	5,800.00	7,000	2,400.00	7,000.00	7,000.00	0.00	0.00
Total Personnel Expenses (05)		6,300.00	5,800.00	7,000	2,400.00	7,000.00	7,000.00	0.00	0.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D
SUB-PROGRAM: HANDICAP SERVICES

SUB PROGRAM ELEMENT: OFFICE OF HANDICAP AFFAIRS
DEPARTMENT: HANDICAP COMMISSION 507-10, 15

Classification	EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010			
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
Contractual Services									
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Supplies & Materials									
5420 Office Supplies			200.00	0.00	200.00	200.00	200.00	200.00	
Total	0.00	0.00	200.00	0.00	200.00	200.00	200.00	200.00	
Other Charges									
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expenses (10)	0.00	0.00	200.00	0.00	200.00	200.00	200.00	200.00	
Equipment & Unusual									
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

PROGRAM: CONSERVATION OF HEALTH **C** **SUB PROGRAM ELEMENT:** OFFICE OF PUBLIC HEALTH

SUB-PROGRAM: GENERAL SUPPORT **DEPARTMENT:** HEALTH, INSPECTIONS 501, 502 & 119
WEIGHTS & MEASURES

STATEMENT OF OBJECTIVES:

Office of Public Health: The objectives of this element are to provide the Health Department with its executive direction, its policy development and its administrative services. To maintain, protect and improve the health and well being of the citizens of Waltham. (CD) To promote the general health of the City through financial support of different health programs that deal with contagious disease. (MC) Elimination of mosquitoes by dusting, fogging and air spraying of insecticides. Reduction of sources of mosquitoes by drainage maintenance of lowlands.

Health Inspections: Protection of the health and social environment of the community through preventive medicine by use of adequate sanitation inspections.

Inspection of Weights & Measure: To develop and maintain accuracy and fairness in quantity determination in all commercial transactions. To implement rules, regulations and statutes pertaining to Weights and Measures.

To test all commercial devices used and seal, not seal, or condemn these devices. Annual and timely re-inspection of weighing and measuring devices is essential. Weights and Measures officials work behind the scenes acting as a third party in protecting both consumers and businesses from unfair practices by making sure they get a dollars worth of value for each dollar spent. To ensure that commodities purchased by consumers conform with the designated weight count, measurement and price presented. By constant re-testing of devices, re-inspections, and trial weightings of commodities, fairness is ensured in the marketplace. A one ounce error on a scale making 100 weightings a day at \$1.00 a pound will multiply out an error of \$2,281.00 in a year! It is important to note that savings, identified through the device and commodity inspection program, are savings resulting from an active weights and measures function. Weights and Measures is not just a service provided for the consumers; it is an assurance for the businesses of the City of Waltham that their devices and procedures are not working against them. It is in the vital interest of both consumer and merchant that the Weight and Measures inspector receive the full support of the community. The inspector alone protects the buying power of their dollar.

INDIRECT COSTS

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:

Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	163,879	156,457
Pension Administration	10,854	15,577
Medical & Life Insurance	213,962	211,641
Heat, Light, Water	11,482	11,632
Building Repair & Maintenance	7,618	11,449
Building Insurance	270	257
Motor Vehicle Insurance	2,175	1,986
Motor Vehicle Maint & Repair	24,241	21,778
Total	<u>\$434,481</u>	<u>\$430,777</u>

OUTPUT MEASURES

OFFICE OF PUBLIC HEALTH

The Board of Health is the policy making body of the Health Department. Administrative head is the Director of Public Health who oversees, plans and reviews the operations of the public health aid, health inspectors, housing inspectors, and office clerk. This element provides for the purchase of biological and other supplies for immunization clinics and provides financial aid for half of the hospitalization costs of tuberculosis patients not covered by insurance programs. Provide anti-rabies vaccine and treatment to residents exposed to rabies. A flu clinic is provided for the elderly. Beginning in February and March many swamps were treated with BTI insecticides to prevent spring brood of mosquito larvae ditches and culverts cleared of debris during spring cleaning. Where mosquito larvae were found in spring and summer they were sprayed with abate. Helicopter used to spray a heavy brood at Waverly Oaks Park.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Burial permits issued	265	260	263
Food service estab permits	269	265	270
Retail food permits	71	70	71
Mobile food & Catering permits	16	18	16
Swimming pool permits	53	54	55
Tobacco permits	69	71	69
Total Permits Issued	887	885	885
Contagious disease follow-up	112	109	101
Tuberculosis follow-up	238	233	231
Day camp permits	20	20	20
DNA research permits	14	15	16
Aerosol application/acres	1,581	1,581	1,581
Catch basin larva control	2,861	2,861	2,861
B.T.I. treated acres, air & ground	53	53	53

PROGRAM: CONSERVATION OF HEALTH **C** **SUB PROGRAM ELEMENT:** OFFICE OF PUBLIC HEALTH
SUB-PROGRAM: GENERAL SUPPORT **DEPARTMENT:** HEALTH, INSPECTIONS 501, 502 & 119
WEIGHTS & MEASURES

HEALTH INSPECTIONS

Relationship of output program objective: Inspections of all eating and drinking establishments, markets and stores, bakeries, nursing homes, housing inspections and code enforcement nuisance complaints, mobile caterers, air pollution, septic tank installations, demolition inspections, rodent and pest complaints, day camp inspections, swimming pool inspections, mobile food servers inspections, advise on new restaurant construction and renovation, food borne illness investigations, lodging house inspections, no heat, water or electricity and gas, installation and maintenance of dwelling facilities, kitchen, bath, heat, hot water, electrical, security and abatement orders are issued to violators.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Food establishment inspections	1,481	1,480	1,480
Housing inspections	1,368	1,355	1,350
Swimming pool inspections	53	54	54
Housing complaints	1,002	1,000	1,001
Trash complaints	328	325	326
Food complaints	29	25	26
Rodent & pest complaints	52	50	51
No heat complaints	49	55	53
Day camp inspections	20	20	20
Renovation inspections	31	25	28

INSPECTION OF WEIGHTS & MEASURE

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Scales sealed	326	330	330
Gasoline pumps	379	385	380
Scanners	3,100	3,100	3,100
Oil truck meters	76	60	70
Weights	143	150	147
Taxi meters	60	57	59
Package testing	1,928	1,930	1,929
Re-tests & inspections	3,078	3,000	3,040
Adjustments	166	170	167
Sealing fees	\$18,971	\$18,971	\$18,971
Annual estimated loss to consumers & businesses	\$2,056,729	\$2,060,000	\$2,060,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	694,846.85	691,694.05	691,419.00	346,052.30	691,419.00	722,689.00	705,084.00	705,084.00
Contractual Services	39,019.49	39,898.78	43,216.00	33,589.43	43,216.00	42,884.00	40,584.00	40,584.00
Supplies & Materials	3,281.66	3,275.47	3,750.00	1,165.63	3,750.00	3,150.00	3,150.00	3,150.00
Other Charges	201.00	225.00	600.00	100.00	600.00	225.00	0.00	0.00
Equipment & Unusual	9,542.55	10,059.68	10,600.00	5,876.57	10,600.00	10,200.00	600.00	600.00
Operating Budget	\$746,891.55	\$745,152.98	\$749,585.00	\$386,783.93	\$749,585.00	\$779,148.00	\$749,418.00	\$749,418.00

PROGRAM: CONSERVATION OF HEALTH C SUB PROGRAM ELEMENT: OFFICE OF PUBLIC HEALTH
SUB-PROGRAM: GENERAL SUPPORT DEPARTMENT: HEALTH, INSPECTIONS 501, 502 & 119
WEIGHTS & MEASURES

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009				FY 2010					
			Actual #	Expenditures	Actual #	Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation #	Council Approval Total	
1.	Commissioners	*	5	4,300.00	5	4,600.00	5	5,000	1,900.00	5,000.00	5	1,000.00	5,000.00	5	0.00	0.00
2.	Dir of Public Health	18-6 (L11)	1	100,337.46	1	102,344.25	1	107,076	53,811.31	107,076.00	1	110,918.00	110,918.00	1	107,076.00	107,076.00
3.	Asst Dir of Public Health	15-6 (L11)	1	81,754.78	1	83,389.90	1	87,363	43,903.10	87,363.00	1	90,612.00	90,612.00	1	87,363.00	87,363.00
4.	SPMG Sr Code Enforce Insp	13-6 (L10)					1	75,827	38,014.63	75,827.00	2	78,844.00	157,329.00	2	157,329.00	157,329.00
5.	Inspector, Wgts & Meas	13-6 (L9)	1	69,704.57	1	71,098.69	1	74,561	37,469.11	74,561.00	1	78,127.00	78,127.00	1	75,251.00	75,251.00
6.	SPMG Sr Code Enforce Insp	13-6	3	211,048.74	2	187,550.15	1	75,251	38,247.76	75,251.00						
7.	SPMG Sr Code Enforce Insp	13-6	1	64,540.86	2	90,992.36	2	136,540	68,036.87	136,540.00	2	71,676.00	143,352.00	2	143,352.00	143,352.00
8.	Public Health Nurse, RN	13-6	1	59,671.24	1	63,300.01	1	69,038	34,668.76	69,038.00	1	71,676.00	71,676.00	1	69,038.00	69,038.00
9.	SPMG Code Enforcement Insp	12-4	1	55,606.41	1	51,908.74	1	60,763	29,642.82	60,763.00	1	67,153.00	65,675.00	1	65,675.00	65,675.00
10.	Office Coordinator		1	47,882.79	1	36,509.95			357.94							
Total			15	694,846.85	15	691,694.05	14	691,419	346,052.30	691,419.00	14	722,689.00		14	705,084.00	705,084.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	690,546.85	687,094.05	686,419	344,152.30	686,419.00	717,689.00	705,084.00	705,084.00
5194 Boards & Commissions	4,300.00	4,600.00	5,000	1,900.00	5,000.00	5,000.00	0.00	0.00
Total Personnel Expenses (05)	694,846.85	691,694.05	691,419	346,052.30	691,419.00	722,689.00	705,084.00	705,084.00

PROGRAM:	CONSERVATION OF HEALTH	C	SUB PROGRAM ELEMENT:	OFFICE OF PUBLIC HEALTH				
SUB-PROGRAM:	GENERAL SUPPORT		DEPARTMENT:	HEALTH, INSPECTIONS 501, 502 & 119				
			EXPENDITURES					
	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	5,074.25	5,847.97	4,900.00	1,944.57	4,900.00	4,900.00	3,000.00	3,000.00
5242 Maintenance of Office Equipment	1,684.00	1,656.00	1,700.00		1,700.00	1,700.00	1,700.00	1,700.00
5302 Advertising	351.90							
5310 Constables	100.00	210.00	200.00	150.00	200.00	150.00	150.00	150.00
5317 Lab Testing			200.00		200.00	100.00	0.00	0.00
5318 Hospitals, Clinics & Institutions	2,979.34	2,705.90	4,000.00	1,794.96	4,000.00	3,500.00	3,500.00	3,500.00
5340 Postage	1,290.00	458.00	1,250.00	713.90	1,250.00	1,250.00	1,250.00	1,250.00
5381 Printing & Binding	688.00	1,006.91	1,150.00		1,150.00	1,050.00	800.00	800.00
5394 Mosquito Control	26,047.00	27,349.00	28,716.00	28,716.00	28,716.00	29,434.00	29,434.00	29,434.00
5397 Instruction	805.00	665.00	1,100.00	270.00	1,100.00	800.00	750.00	750.00
Total	39,019.49	39,898.78	43,216.00	33,589.43	43,216.00	42,884.00	40,584.00	40,584.00
Supplies & Materials								
5420 Office Supplies	1,432.71	1,651.49	1,450.00	1,024.84	1,654.40	1,300.00	1,300.00	1,300.00
5423 Books & Manuals	653.75	198.00	650.00		650.00	500.00	500.00	500.00
5425 Printed Forms	160.00	86.00	100.00		100.00	50.00	50.00	50.00
5500 Medical Supplies	266.48		300.00		300.00	150.00	150.00	150.00
5581 Clothing, Gloves & Shoes	159.97	219.98	750.00		545.60	750.00	750.00	750.00
5587 Small Tools	608.75	1,120.00	500.00	140.79	500.00	400.00	400.00	400.00
Total	3,281.66	3,275.47	3,750.00	1,165.63	3,750.00	3,150.00	3,150.00	3,150.00
Other Charges								
5730 Conference Expense	1.00		100.00		100.00	50.00	0.00	0.00
5731 Dues	200.00	225.00	500.00	100.00	500.00	175.00	0.00	0.00
Total	201.00	225.00	600.00	100.00	600.00	225.00	0.00	0.00
Total General Expenses (10)	42,502.15	43,399.25	47,566.00	34,855.06	47,566.00	46,259.00	43,734.00	43,734.00
Equipment & Unusual								
5805 Medical Waste Pickup	412.82	459.68	600.00	352.53	600.00	600.00	600.00	600.00
5806 Contagious Disease	9,129.73	9,600.00	10,000.00	5,524.04	10,000.00	9,600.00	0.00	0.00
Total Equipment & Unusual Expenses (15)	9,542.55	10,059.68	10,600.00	5,876.57	10,600.00	10,200.00	600.00	600.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** HISTORICAL COMMISSION
SUB-PROGRAM: DEVELOPMENT PLANNING **DEPARTMENT:** HISTORICAL COMMISSION 481

STATEMENT OF OBJECTIVES:

Preserve for posterity and provide public access to natural historic site and collections owned by city, provide location for civic, education and social activities.

DESCRIPTION OF OUTPUT STATEMENT:

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	28,699.96	29,299.96	30,500.00	14,949.98	30,500.00	30,500.00	23,500.00	23,500.00
Contractual Services	1,472.68	1,081.81	2,100.00	360.60	2,100.00	3,200.00	3,200.00	2,000.00
Supplies & Materials	4,114.15	5,332.31	5,100.00	2,291.09	5,391.09	5,600.00	2,600.00	2,600.00
Other Charges	325.00	361.00	125.00	75.00	125.00	300.00	0.00	0.00
Equipment & Unusual	16,489.18	21,777.95	19,500.00	1,375.00	19,500.00	25,000.00	0.00	0.00
Operating Budget	\$51,100.97	\$57,853.03	\$57,325.00	\$19,051.67	\$57,616.09	\$64,600.00	\$29,300.00	\$28,100.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: HISTORICAL COMMISSION

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: HISTORICAL COMMISSION 481-05

PERSONNEL

Bargaining Unit Position		FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			Actual # Expenditures		Actual # Expenditures		#	July-December		Mayor's				Council Approval		
								Budget	Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total		Recommendation #	Total
1.	Board Members	*	7	5,200.00	7	5,800.00	7	7,000	3,200.00	7,000.00	7	100.00	7,000.00	7	0.00	0.00
2.	Program Director		1	23,499.96	1	23,499.96	1	23,500	11,749.98	23,500.00	1	23,500.00	23,500.00	1	23,500.00	23,500.00
Total			8	28,699.96	8	29,299.96	8	30,500	14,949.98	30,500.00	8	30,500.00		8	23,500.00	23,500.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5113 Salaries - Part Time	23,499.96	23,499.96	23,500	11,749.98	23,500.00	23,500.00	23,500.00	23,500.00
5194 Boards & Commissions	5,200.00	5,800.00	7,000	3,200.00	7,000.00	7,000.00	0.00	0.00
Total Personnel Expenses (05)	28,699.96	29,299.96	30,500	14,949.98	30,500.00	30,500.00	23,500.00	23,500.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: HISTORICAL COMMISSION

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: HISTORICAL COMMISSION 481-10, 15

EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5340 Postage	313.00	289.80	600.00	360.60	600.00	1,000.00	1,000.00	1,000.00
5381 Printing & Binding	1,159.68	792.01	1,500.00		1,500.00	2,200.00	2,200.00	1,000.00
Total	1,472.68	1,081.81	2,100.00	360.60	2,100.00	3,200.00	3,200.00	2,000.00
Supplies & Materials								
5420 Office Supplies	2,930.23	3,911.13	2,000.00	2,291.09	2,291.09	2,500.00	2,500.00	2,500.00
5423 Books & Manuals	129.92		600.00		600.00	600.00	0.00	0.00
5450 Cleaning & Supplies	1,054.00	1,421.18	2,500.00		2,500.00	2,500.00	100.00	100.00
Total	4,114.15	5,332.31	5,100.00	2,291.09	5,391.09	5,600.00	2,600.00	2,600.00
Other Charges								
5731 Dues	325.00	361.00	125.00	75.00	125.00	300.00	0.00	0.00
Total	325.00	361.00	125.00	75.00	125.00	300.00	0.00	0.00
Total General Expenses (10)	5,911.83	6,775.12	7,325.00	2,726.69	7,616.09	9,100.00	5,800.00	4,600.00
Equipment & Unusual								
5461 Landscape Maintenance-Paine Estate	7,098.00	8,238.00	6,500.00	1,375.00	6,500.00	7,500.00 *	0.00	0.00
5852 Building Furnishings	9,391.18	13,539.95	13,000.00	0.00	13,000.00	17,500.00 **	0.00	0.00
Total Equipment & Unusual Expenses (15)	16,489.18	21,777.95	19,500.00	1,375.00	19,500.00	25,000.00	0.00	0.00

* Pending CPA landscape plan- CPW will provide grass cutting
 ** Multiple CPA Capital Projects pending for Paine Estate under the guidance of the Historical Commission

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: INFORMATION TECHNOLOGY

SUB-PROGRAM: RECORDS MANAGEMENT DEPARTMENT: INFORMATION TECHNOLOGY 051

STATEMENT OF OBJECTIVES:

To organize, promote and develop comprehensive data processing systems that will improve preparation, collection and retrieval of significant data and to maintain a bank of this data, make systems studies, simplify accounting and record keeping, produce revenue and expenditure documents rapidly and accurately, operate the data center economically and efficiently, enhance interoffice communication and workflow.

DESCRIPTION OF OUTPUT STATEMENT:

IT is responsible for the City's computer hardware and software needs. Presently, the City is greatly expanding its computer capabilities through the installation of a wide area network to most city buildings and offices. IT now provides tax collection and billing for real estate and personal property, excise tax collection, water billing and collection, city/school payroll and employee records, retirees' payroll, accounts payable, general ledger, purchasing records, police detail billing and collection, miscellaneous billing, interoffice e-mail, word processing and the City website.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	65,923	65,362
Pension Administration	3,954	5,974
Medical & Life Insurance	236,571	269,336
Heat, Light, Water	22,964	23,265
Building Repair & Maintenance	15,236	22,898
Building Insurance	539	514
Motor Vehicle Insurance	435	397
Motor Vehicle Maint & Repair	4,848	4,356
Total	<u>\$350,470</u>	<u>\$392,102</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Systems Operating	36	34	36
Networked Personal Computers	450	450	450

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	831,577.78	867,471.58	929,241.00	463,701.97	929,241.00	973,492.00	892,820.00	892,820.00
Contractual Services	222,565.13	286,971.78	256,290.00	181,699.83	251,350.00	250,700.00	246,950.00	246,950.00
Supplies & Materials	35,622.70	31,794.44	27,400.00	9,876.31	25,400.00	25,400.00	20,100.00	20,100.00
Other Charges	2,256.55	7,549.97	14,500.00	140.00	10,200.00	11,000.00	575.00	575.00
Equipment & Unusual	1,643.98	3,188.98	0.00	0.00	3,188.00	0.00	0.00	0.00
Operating Budget	<u>\$1,093,666.14</u>	<u>\$1,196,976.75</u>	<u>\$1,227,431.00</u>	<u>\$655,418.11</u>	<u>\$1,219,379.00</u>	<u>\$1,260,592.00</u>	<u>\$1,160,445.00</u>	<u>\$1,160,445.00</u>

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT: INFORMATION TECHNOLOGY

SUB-PROGRAM: RECORDS MANAGEMENT

DEPARTMENT: INFORMATION TECHNOLOGY 051-00, 05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation #	Total	Council Approval
1.	IT Director	19-6 (L8)	1	96,029.93	1	97,950.60	1	102,445	51,484.16	102,445.00	1	114,572.00	112,450.00	1	108,592.00	108,592.00
2.	Asst Director IT	16-6 (L11)	1	87,947.79	1	89,706.79	1	93,933	47,205.23	93,933.00	1	97,379.00	97,379.00	1	93,933.00	93,933.00
3.	GIS Administrator	16-6	1	71,680.09	1	76,046.55	1	83,008	40,885.87	83,008.00	1	87,729.00	87,729.00	1	84,624.00	84,624.00
4.	Server/Desktop Sys Mgr	15-6 (L8)	1	72,081.14	1	78,014.51	1	85,001	42,685.90	85,001.00	1	88,163.00	88,163.00	1	85,001.00	85,001.00
5.	SPMG Sr App Analyst / Programmer	13-6 (L11)	2	141,990.15	2	144,830.16	2	152,171	76,325.95	152,171.00	2	79,560.00	158,762.00	2	158,762.00	158,762.00
6.	Executive Assistant	12-6 (L10)	1	65,844.96	1	67,161.81	1	70,472	35,413.63	70,472.00	1	73,876.00	73,260.00			
7.	SPMG Server/Desktop Support Spec	12-6 (L11)	1	61,994.73	1	65,762.62	1	71,765	36,037.58	71,765.00	1	74,548.00	74,548.00	1	74,548.00	74,548.00
8.	SPMG Server/Desktop Support Spec	12-6	2	111,702.52	2	118,541.49	2	129,306	64,882.72	129,306.00	2	67,160.00	134,320.00	2	134,320.00	134,320.00
9.	SPMG Application Liaison	11-6	1	50,685.84	1	53,765.10	1	58,765	28,946.16	58,765.00	1	62,270.00	62,270.00	1	62,270.00	62,270.00
10.	SPMG Principal Comp Operator N	9-6	1	46,107.18	1	49,088.12	1	54,527	26,565.97	54,527.00	1	56,763.00	56,763.00	1	56,763.00	56,763.00
11.	Office Coordinator	9-1 (PT 19 hrs)												0.5	23,007.00	23,007.00
	Temporary			12,537.00		14,600.00		14,848	7,216.00	14,848.00			14,848.00		0.00	0.00
Total			12	818,601.33	12	855,467.75	12	916,241	457,649.17	916,241.00	12		960,492.00	11.5	881,820.00	881,820.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	759,957.15	791,779.63	846,866	423,867.20	846,866.00	888,881.00	802,050.00	802,050.00
5113 Salaries - Part Time							23,007.00	23,007.00
5112 Wages - Full Time	46,107.18	49,088.12	54,527	26,565.97	54,527.00	56,763.00	56,763.00	56,763.00
5123 Temporary Help	12,537.00	14,600.00	14,848	7,216.00	14,848.00	14,848.00	0.00	0.00
5133 Overtime - Callbacks	12,976.45	12,003.83	13,000	6,052.80	13,000.00	13,000.00	11,000.00	11,000.00
Total Personnel Expenses (05)	831,577.78	867,471.58	929,241	463,701.97	929,241.00	973,492.00	892,820.00	892,820.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

INFORMATION TECHNOLOGY

SUB-PROGRAM: RECORDS MANAGEMENT

DEPARTMENT:

INFORMATION TECHNOLOGY 051-10

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	187.10	396.29	500.00	55.10	150.00	500.00	200.00	200.00
5231 Water	194.01	161.26	200.00	129.78	200.00	200.00	0.00	0.00
5240 Cleaning & Sanitation		745.00	1,000.00		1,000.00	1,000.00	0.00	0.00
5241 Repair Equipment not MV	853.96		1,000.00	116.96	1,000.00	1,000.00	750.00	750.00
5243 Computer Maintenance	75,816.48	110,163.58	74,000.00	26,212.37	74,000.00	74,000.00	74,000.00	74,000.00
5300 Consultants	750.00	7,590.00	7,590.00	0.00	3,000.00	2,000.00	0.00	0.00
5340 Postage	173.04	52.91	500.00	13.20	500.00	500.00	500.00	500.00
5343 Communication Line	11,464.22	14,542.83	15,000.00		15,000.00	15,000.00	15,000.00	15,000.00
5381 Printing & Binding	3,925.75	4,205.95	1,500.00	788.75	1,500.00	1,500.00	1,500.00	1,500.00
5432 Fiber Plant Maintenance		7,186.50	10,000.00	5,658.00	10,000.00	10,000.00	10,000.00	10,000.00
5585 Computer Software/License	129,200.57	141,927.46	145,000.00	148,725.67	145,000.00	145,000.00	145,000.00	145,000.00
Total	222,565.13	286,971.78	256,290.00	181,699.83	251,350.00	250,700.00	246,950.00	246,950.00
Supplies & Materials								
5420 Office Supplies	3,168.03	773.33	3,000.00	1,121.19	3,000.00	3,000.00	1,700.00	1,700.00
5423 Books & Manuals		130.46	400.00	98.98	400.00	400.00	400.00	400.00
5424 Computer Supplies	3,435.13	1,315.57	5,000.00	450.75	5,000.00	5,000.00	2,000.00	2,000.00
5426 Computer Forms			2,000.00		0.00	0.00	0.00	0.00
5427 Computer Ribbons	26,807.54	25,693.08	15,000.00	8,205.39	15,000.00	15,000.00	15,000.00	15,000.00
5428 Magnetic Tapes & Disks	2,212.00	3,882.00	2,000.00		2,000.00	2,000.00	1,000.00	1,000.00
Total	35,622.70	31,794.44	27,400.00	9,876.31	25,400.00	25,400.00	20,100.00	20,100.00
Other Charges								
5152 Training	615.00	7,152.00	10,000.00		7,500.00	8,000.00	0.00	0.00
5325 Intrusion Detection			500.00		500.00	500.00	500.00	500.00
5730 Conference Expense	1,068.95	20.00	3,000.00	140.00	1,500.00	1,500.00	0.00	0.00
5731 Dues	572.60	377.97	1,000.00		700.00	1,000.00	75.00	75.00
Total	2,256.55	7,549.97	14,500.00	140.00	10,200.00	11,000.00	575.00	575.00
Total General Expenses (10)	260,444.38	326,316.19	298,190.00	191,716.14	286,950.00	287,100.00	267,625.00	267,625.00

PROGRAM:	GENERAL MANAGEMENT & SUPPORT	A	SUB PROGRAM ELEMENT:	INFORMATION TECHNOLOGY
SUB-PROGRAM:	RECORDS MANAGEMENT		DEPARTMENT:	INFORMATION TECHNOLOGY 051-15
EXPENDITURES				
	FY 2007	FY 2008	FY 2009	FY 2010
			July-December	
Classification	Actual	Actual	Actual	Department
	Expenditures	Expenditures	Expenditures	Request
			Budget	Mayor's
				Recommendation
				Council
				Approval
Equipment & Unusual				
5585 Computer Software		1,545.00	0.00	1,545.00
5892-01 Fitch School Computer	974.00	974.00		974.00
5892-02 Whittemore School Computer	669.98	669.98		669.00
Total Equipment & Unusual Expenses (15)	1,643.98	3,188.98	0.00	0.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: CENTRAL TELEPHONE SERVICE

SUB-PROGRAM: PROPERTY MANAGEMENT DEPARTMENT: INFORMATION TECHNOLOGY 069

STATEMENT OF OBJECTIVES:
To provide telephone service for all departments of city government.

DESCRIPTION OF OUTPUT STATEMENT:
The switchboard at City Hall is opened from 8:30 A.M. to 4:30 P.M. Monday through Friday to provide information and telephone connection to the city departments. This element acts as a liaison to the telephone company for all installation, repair or disconnection of telephones.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected

COST SUMMARY BY CLASSIFICATION								
Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	24,651.00	25,535.52	27,707.00	12,423.00	27,707.00	27,707.00	27,707.00	27,707.00
Contractual Services	184,347.78	188,753.01	190,000.00	84,620.46	190,000.00	190,000.00	180,000.00	180,000.00
Supplies & Materials								
Other Charges								
Equipment & Unusual								
Operating Budget	\$208,998.78	\$214,288.53	\$217,707.00	\$97,043.46	\$217,707.00	\$217,707.00	\$207,707.00	\$207,707.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: CENTRAL TELEPHONE SERVICE
SUB-PROGRAM: PROPERTY MANAGEMENT DEPARTMENT: INFORMATION TECHNOLOGY 069-05

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007	FY 2008	FY 2009			FY 2010				
			#	#	#	July-December		#	Department Request		#	Council Approval
						Budget	Actual Expenditures		Rate	Total	Mayor's Recommendation Total	
1.	Telephone Operators		24,651.00	25,535.52	27,707	12,423.00	27,707.00	101.00	27,707.00	27,707.00	27,707.00	
Total			24,651.00	25,535.52	27,707	12,423.00	27,707.00		27,707.00	27,707.00	27,707.00	

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5113 Salaries - Part Time	24,651.00	25,535.52	27,707	12,423.00	27,707.00	27,707.00	27,707.00	27,707.00
Total Personnel Expenses (05)	24,651.00	25,535.52	27,707	12,423.00	27,707.00	27,707.00	27,707.00	27,707.00

PROGRAM:	GENERAL MANAGEMENT & SUPPORT		A	SUB PROGRAM ELEMENT:		CENTRAL TELEPHONE SERVICE		
SUB-PROGRAM:	PROPERTY MANAGEMENT			DEPARTMENT:		INFORMATION TECHNOLOGY 069-10		
	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5241 Repair Equipment not MV	55,493.14	52,194.66	50,000.00	24,832.67	50,000.00	50,000.00	50,000.00	50,000.00
5341 Telephone	119,164.07	126,626.94	120,000.00	55,321.84	120,000.00	120,000.00	110,000.00	110,000.00
5342 Substitute Telephone Operator	9,690.57	9,931.41	10,000.00	4,465.95	10,000.00	10,000.00	10,000.00	10,000.00
5343 Communication Line			10,000.00		10,000.00	10,000.00	10,000.00	10,000.00
Total	184,347.78	188,753.01	190,000.00	84,620.46	190,000.00	190,000.00	180,000.00	180,000.00
Total General Expenses (10)	184,347.78	188,753.01	190,000.00	84,620.46	190,000.00	190,000.00	180,000.00	180,000.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** GENERAL SUPPORT

SUB-PROGRAM: LEGAL **DEPARTMENT:** LAW DEPARTMENT **045**

STATEMENT OF OBJECTIVES:

To provide the administrative support and supervision necessary to support a full range of legal services for the Mayor and city government.

DESCRIPTION OF OUTPUT STATEMENT:

The City Solicitor is responsible for furnishing legal advice to the Mayor and all branches of city government, for representing the City in all matters of litigation, for preparing and approving all contracts, bonds and other instruments, for legal processing of any violations of city ordinances, and for drafting and codifying all city ordinances.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	70,721	69,255
Pension Administration	4,433	6,697
Medical & Life Insurance	159,225	164,304
Heat, Light, Water	17,223	17,448
Building Repair & Maintenance	11,427	17,173
Building Insurance	405	385
Total	\$263,434	\$275,262

Output Measure	*to date & ongoing	FY 2008	FY 2009	FY 2010
		Actual	Estimated	Projected
Number of Personal Inj Claims	8		10 * +9	15
Amount Paid for Personal Inj claims	\$7,000		\$10,000	\$1,000
# of Property Damage Claims	27		6 * +25	25
# of Water & Sewer Claims	11		10 * +10	12
Amount Paid in Property/Judgements	\$12,010.86		\$5,563.*+\$10,000	\$25,000.00
Claims/Collections brought by the City against others	\$2,000,000		\$1,000,000	\$1,500,000
Request for Opinions	367		213 * +200	450
a. Review of Special Permits	14		19* +15	30
Basic Small Street Defect Claims	44		20* +50	\$50.00
Contracts	146		68* +70	150
Cases(Appeals, Worker's Comp, Personnel Issues, Collections, I&I Agreements, Disciplinary Actions, Wrongful Death Action, Zoning, ATB)	79		44* +45	85
Claimants Demands for Damages-Totals:				
Sewer Claims:	FY08 \$91,012.05		FY09 \$79,895.36 *	
Property Damage:	FY08 \$10,398.16		FY 09 \$35,920.99	
Personal Injury:	FY08 \$1,750		FY 09 \$20,000.00	
Street Defects:	FY08 \$27,646.56		FY 09 \$12, 291.47	

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel	713,037.57	666,953.30	688,692.00	345,183.55	688,692.00	725,360.00	699,607.00	699,607.00
Contractual Services	14,389.28	9,644.14	5,350.00	570.12	5,350.00	5,350.00	4,950.00	2,950.00
Supplies & Materials	4,181.60	5,140.89	1,600.00	0.00	1,600.00	1,600.00	1,600.00	1,100.00
Other Charges	51,236.43	49,475.23	49,000.00	13,693.09	49,000.00	49,000.00	49,000.00	47,000.00
Equipment & Unusual	84,407.80	28,069.02	3,000.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00
Operating Budget	\$867,252.68	\$759,282.58	\$747,642.00	\$359,446.76	\$747,642.00	\$784,310.00	\$758,157.00	\$753,657.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT: GENERAL SUPPORT

SUB-PROGRAM: LEGAL

DEPARTMENT:

LAW DEPARTMENT

045-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010					
			#	Actual Expenditures	#	Actual Expenditures	#	July-December		#	Department Request		Mayor's Recommendation		Council Approval	
								Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	#		Total
1.	City Solicitor	21-6 (L11)	1	112,493.39	1	119,062.85	1	127,361	63,979.44	127,361.00	1	131,811.00	131,811.00	1	127,361.00	127,361.00
2.	First Asst City Solicitor			500.00		500.00		500	250.00	500.00		500.00	500.00		500.00	500.00
3.	Asst City Solicitor	18-6 (L11)	1	99,483.45	1	101,481.37	1	106,112	53,353.32	106,112.00	1	110,918.00	110,835.00	1	106,996.00	106,996.00
4.	Asst City Solicitor	18-6 (L8)	1	90,394.33	1	92,202.21	1	97,751	48,478.72	97,751.00	1	107,920.00	107,920.00	1	104,182.00	104,182.00
5.	Asst City Solicitor	18-6	1	86,343.60	2	180,246.07	2	192,930	96,916.54	192,930.00	2	99,926.00	199,852.00	2	192,930.00	192,930.00
6.	Asst City Solicitor	18	1	91,148.68	1	19,421.97			190.41							
7.	Asst City Solicitor		1	83,574.05												
8.	Office Mgr / Legal Secretary	11-6 (L10)	1	61,526.49	1	62,757.02	1	65,897	33,114.13	65,897.00	1	68,497.00	68,497.00	1	65,897.00	65,897.00
9.	Legal Secretary	10-6	1	45,408.34	1	48,155.25	1	52,719	26,076.89	52,719.00	1	57,741.00	57,016.00	1	54,805.00	54,805.00
10.	Assoc Office Assistant	7-6 (L8)	1	42,165.24	1	43,126.56	1	45,422	22,824.10	45,422.00	1	51,139.00	48,929.00	1	46,936.00	46,936.00
Total			9	713,037.57	9	666,953.30	8	688,692	345,183.55	688,692.00	8	725,360.00		8	699,607.00	699,607.00

PERSONNEL SUMMARY

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
5111 Salaries - Full Time	713,037.57	666,953.30	688,692	345,183.55	688,692.00	725,360.00	699,607.00	699,607.00
Total Personnel Expenses (05)	713,037.57	666,953.30	688,692	345,183.55	688,692.00	725,360.00	699,607.00	699,607.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT:

GENERAL SUPPORT

SUB-PROGRAM: LEGAL

DEPARTMENT:

LAW DEPARTMENT

045-10, 15

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	498.71	273.95	500.00	188.02	500.00	500.00	300.00	300.00
5231 Water	137.42	163.34	200.00	52.67	200.00	200.00	0.00	0.00
5242 Maintenance of Office Equipment	1,070.00	1,252.33	1,000.00	0.00	1,000.00	1,000.00	1,000.00	500.00
5314 Stenographer	11,513.85	7,423.87	2,500.00	0.00	2,500.00	2,500.00	2,500.00	1,000.00
5340 Postage	973.19	464.65	550.00	201.00	550.00	550.00	550.00	550.00
5381 Printing & Binding	196.11	66.00	300.00	128.43	300.00	300.00	300.00	300.00
5383 Photographer			300.00		300.00	300.00	300.00	300.00
Total	14,389.28	9,644.14	5,350.00	570.12	5,350.00	5,350.00	4,950.00	2,950.00
Supplies & Materials								
5420 Office Supplies	4,181.60	5,140.89	1,000.00	0.00	1,000.00	1,000.00	1,000.00	500.00
5424 Computer Supplies			600.00		600.00	600.00	600.00	600.00
Total	4,181.60	5,140.89	1,600.00	0.00	1,600.00	1,600.00	1,600.00	1,100.00
Other Charges								
5302 Advertising	136.24							
5308 Recording	2,198.34	583.96	1,000.00		1,000.00	1,000.00	1,000.00	500.00
5315 Witness-Court Cost	7,214.13	4,215.30	3,000.00	0.00	3,000.00	3,000.00	3,000.00	1,500.00
5731 Licenses & Law Library	41,687.72	44,675.97	45,000.00	13,693.09	45,000.00	45,000.00	45,000.00	45,000.00
Total	51,236.43	49,475.23	49,000.00	13,693.09	49,000.00	49,000.00	49,000.00	47,000.00
Total General Expenses (10)	69,807.31	64,260.26	55,950.00	14,263.21	55,950.00	55,950.00	55,550.00	51,050.00
Equipment & Unusual								
5300 Consultants	23,405.42	469.27		0.00				
5760 Judgements, Claims & Settlements	61,002.38	24,849.75	3,000.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00
5990 Land Takings		2,750.00		0.00				
Total Equipment & Unusual Expenses (15)	84,407.80	28,069.02	3,000.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES **F** **SUB PROGRAM ELEMENT:** GENERAL SUPPORT

SUB-PROGRAM: LIBRARY **DEPARTMENT:** LIBRARY **601**

STATEMENT OF OBJECTIVES:

To organize, develop and promote a plan for public library service for the City of Waltham. To make available all the library materials for whatever may be the individual need of the client: education, research, recreation. To provide service to make materials accessible. To develop, plan and organize programs properly related to the clients needs in education, research, recreation.

DESCRIPTION OF OUTPUT STATEMENT:

Development of policies for the general administration of the staff and buildings. Production of budgets, official and professional records and reports. Production of rules and regulations of operation and service. Planning and promoting extensive service to clients through participation in the Minuteman Library Network and Metro-West. Acquisition of appropriate and effective library materials for library users. Development of collections. Production of booklists. Development of film programs, pre-school story hours, etc.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	287,375	282,525
Pension Administration	16,542	24,992
Medical & Life Insurance	370,239	406,900
Heat, Light, Water	124,576	129,632
Building Repair & Maintenance	56,780	54,693
Building Insurance	5,179	4,933
Workers Compensation	5,881	1,452
Total	<u>\$866,572</u>	<u>\$905,127</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Registered Borrowers	30,268	32,000	32,000
Items Circulated	578,192	575,000 *	550,000
Process Books & Other Materials	20,908	20,000	2,000
Process of Inter Library Loan	115,078	115,000	115,000
Process of Period Titles		4,200	
Process of A.V.		4,600	
Process of Paperbacks		400,000	425,000
Number of Visits to building			
* New longer loan period means fewer circulations for same loan time			

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	1,645,711.24	1,723,221.33	1,829,427.00	897,119.08	1,726,120.04	1,805,006.00	1,713,447.00	1,713,447.00
Contractual Services	11,916.19	11,828.95	13,900.00	5,878.41	13,900.00	13,900.00	11,600.00	11,600.00
Supplies & Materials	313,881.36	325,241.86	241,750.00	127,631.95	308,650.00	303,650.00	225,713.00	225,713.00
Other Charges	1,191.00	1,924.25	950.00	209.25	950.00	950.00	350.00	350.00
Equipment & Unusual	56,826.16	58,820.00	61,051.00	55,211.34	61,051.00	61,051.00	61,051.00	61,051.00
Operating Budget	<u>\$2,029,525.95</u>	<u>\$2,121,036.39</u>	<u>\$2,147,078.00</u>	<u>\$1,086,050.03</u>	<u>\$2,110,671.04</u>	<u>\$2,184,557.00</u>	<u>\$2,012,161.00</u>	<u>\$2,012,161.00</u>

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: GENERAL SUPPORT

SUB-PROGRAM: LIBRARY DEPARTMENT: LIBRARY 601-00, 05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual		Actual		July-December			Department Request		Mayor's Recommendation		Council Approval		
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures						Estimated Expenditures	
#	Rate	Total	#	Total												
1.	Library Trustees	*	6	4,700.00	6	4,800.00	6	6,000	1,800.00	4,500.00	6	1,000.00	6,000.00	6	0.00	0.00
2.	Library Director	18-5 (L10)	1	100,337.45	1	102,344.25	1	107,076	58,511.06	107,076.00	1	105,740.00	105,740.00	1	102,055.00	102,055.00
3.	Asst Library Director	15-6 (L8)	1	80,281.75	1	82,494.73	1	86,576	17,936.65	54,110.00	1	88,163.00	88,163.00	1	85,001.00	85,001.00
4. LIBR	Library Dept Head	13-6 (L11)	1	75,896.64	1	78,845.52	2	153,092	79,494.28	153,092.00	2	79,560.00	159,120.00	2	159,121.00	159,121.00
5. LIBR	Library Dept Head		1	70,995.10	1	72,415.08										
6. LIBR	Library Dept Head	13-6	1	59,671.24	1	63,608.46	1	72,260	26,727.66	26,727.66						
7. LIBR	Library Dept Head	13-6	1	51,860.45	1	62,169.71	1	67,941	33,409.61	67,941.00	1	71,676.00	71,676.00	1	71,676.00	71,676.00
8. LIBR	Library Dept Head	13-5	1	54,917.99	1	58,415.40	1	63,263	31,432.63	63,263.00	1	68,963.00	68,311.00	1	68,311.00	68,311.00
9. LIBR	Librarian I	12-6 (L10)	1	65,844.96	1	67,458.85	1	71,118	35,735.41	71,118.00	1	73,876.00	73,876.00	1	73,876.00	73,876.00
10. LIBR	Librarian I	12-4	1	38,350.63	1	52,292.13	1	56,079	27,924.96	56,079.00	1	62,179.00	60,614.00	1	60,614.00	60,614.00
11.	Administrative Assistant	10-6 (L11)	1	57,485.89	1	58,635.66	1	61,615	30,962.19	61,615.00	1	64,093.00	64,093.00	1	61,615.00	61,615.00
12. LIBR	Library Assistant I	9-6 (L11)	1	53,229.00	1	54,293.60	1	57,100	28,692.64	57,100.00	1	59,441.00	59,441.00	1	59,441.00	59,441.00
13. LIBR	Library Assistant I	9-6 (L10)	1	41,896.86	1	43,649.48	1	45,268	22,939.18	45,268.00	1	58,905.00	47,124.00	1	47,124.00	47,124.00
14. LIBR	Library Assistant I	9-6 (L9 / L8)	1	51,708.49	1	52,826.14	3	163,239	83,823.90	163,239.00	3		173,904.00	3	173,904.00	173,904.00
15. LIBR	Library Assistant I	9-6	3	144,350.80	3	153,944.49	1	51,441	25,854.77	51,441.00	1	53,550.00	53,550.00	1	53,550.00	53,550.00
16. LAB	Working Foreman I	10-6 (L9)	1	51,841.00	1	53,079.21	1	53,621	28,203.49	53,621.00	1	57,490.00	57,490.00	1	57,490.00	57,490.00
17. LAB	Bldg Custodian Jr	7-6	1	38,361.40	1	38,209.46	1	42,846	17,537.38	17,537.38						
18. LAB	Bldg Custodian Jr (PT 19 hours)	7-1									0.5	18.02	17,872.00	0.5	17,872.00	17,872.00
19. LIBR	Librarian II - Archivist	11-6 (L8)	1	30,318.93	1	32,648.19	1	30,813	20,561.98	30,813.00	1	34,586.00	34,586.00	1	34,586.00	34,586.00
20. LIBR	Librarian II	10-6 (L10)	1	38,442.60	1	40,715.93	1	31,406	21,268.13	31,406.00	1	32,666.00	32,666.00	1	32,666.00	32,666.00
21. LIBR	Librarian II	10-6 (L9)	1	25,233.03	1	26,633.84	1	31,121	14,686.89	31,121.00	1	32,369.00	32,369.00	1	32,369.00	32,369.00
22. LIBR	Library Assistant II - Specialist	7 (L)	9	196,246.63	9	212,001.90	9	220,068	115,109.02	220,068.00	9	28.55	230,562.00	9	230,562.00	230,562.00
23. LIBR	Library Assistant II	6 (L)	7	132,793.28	7	162,160.17	7	169,793	88,930.83	169,793.00	7	26.72	178,923.00	7	178,923.00	178,923.00
24. LIBR	Library II / Assistant II - Substitutes			49,347.65		25,954.80		9,500	14,489.17	9,500.00			9,500.00		9,500.00	9,500.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: GENERAL SUPPORT
SUB-PROGRAM: LIBRARY DEPARTMENT: LIBRARY 601-00, 05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual		Actual		July-December			Mayor's		Council				
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	#	Recommendation Total	Approval
25.	Pages		117,352.69	107,538.33		91,000	60,890.66	91,000.00		91,000.00		91,000.00	91,000.00			
26.	Weekend Staff					70,135		70,135.00		70,135.00		70,135.00	70,135.00			
27.	Buildings Mnt Person PT	7-3	1	11,811.00	1	13,111.61	1	14,556	7,172.61	14,556.00	1	20.19	15,791.00	1	14,556.00	14,556.00
Reduction-details determined by Collective Bargaining														(75,000.00)	(75,000.00)	
Total			44	1,643,275.46	44	1,720,246.94	44	1,826,927	894,095.10	1,722,120.04	43	1,802,506.00	42.5	1,710,947.00	1,710,947.00	

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	1,037,029.65	1,094,682.17	1,152,535	549,185.81	1,049,228.04	1,083,102.00	1,073,778.00	1,073,778.00
5114 Wages - Part Time	601,545.81	620,764.77	668,392	343,109.29	668,392.00	713,404.00	712,169.00	712,169.00
5194 Boards & Commissions	4,700.00	4,800.00	6,000	1,800.00	4,500.00	6,000.00	0.00	0.00
5134 Overtime	2,435.78	2,974.39	2,500	3,023.98	4,000.00	2,500.00	2,500.00	2,500.00
Reduction-details determined by Collective Bargaining							(75,000.00)	(75,000.00)
Total Personnel Expenses (05)	1,645,711.24	1,723,221.33	1,829,427.00	897,119.08	1,726,120.04	1,805,006.00	1,713,447.00	1,713,447.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F

SUB PROGRAM ELEMENT: GENERAL SUPPORT

SUB-PROGRAM: LIBRARY

DEPARTMENT: LIBRARY 601-10, 15

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	465.17	1,726.42	500.00	371.66	750.00	750.00	600.00	600.00
5240 Cleaning & Sanitation	3,307.82	4,555.83	3,000.00	3,054.65	6,000.00	5,850.00	5,000.00	5,000.00
5241 Repair Equipment not MV	2,117.85	2,426.15	1,800.00	1,541.50	2,000.00	2,500.00	2,500.00	2,500.00
5242 Maintenance of Office Equipment	902.00	496.00	800.00	0.00	800.00	500.00	500.00	500.00
5272 Rental of Office Equipment	723.50	723.50	800.00	485.50	800.00	800.00	800.00	800.00
5340 Postage	2,000.00	1,238.00	4,500.00		2,000.00	2,000.00	1,000.00	1,000.00
5381 Printing & Binding	2,399.85	663.05	2,500.00	425.10	1,550.00	1,500.00	1,200.00	1,200.00
Total	11,916.19	11,828.95	13,900.00	5,878.41	13,900.00	13,900.00	11,600.00	11,600.00
Supplies & Materials								
5420 Office Supplies	5,335.21	2,835.39	2,400.00	1,417.77	2,400.00	2,400.00	2,400.00	2,400.00
5423 Books & Manuals	276,035.71	280,521.30	214,100.00	108,070.02	276,000.00	276,000.00	199,563.00	199,563.00
5434 Building Supplies	2,253.38	5,567.84	3,500.00	3,217.43	3,500.00	3,000.00	3,000.00	3,000.00
5450 Cleaning & Supplies	5,224.02	4,386.10	3,000.00	499.27	2,750.00	1,500.00	1,500.00	1,500.00
5461 Maintenance of Grounds	1,361.88	3,009.06	1,250.00	683.92	1,250.00	2,750.00	1,250.00	1,250.00
5581 Clothing, Gloves, Shoes	2,527.58	1,484.98	500.00	0.00	750.00	1,000.00	1,000.00	1,000.00
5603 Library Supplies	21,143.58	27,437.19	17,000.00	13,743.54	22,000.00	17,000.00	17,000.00	17,000.00
Total	313,881.36	325,241.86	241,750.00	127,631.95	308,650.00	303,650.00	225,713.00	225,713.00
Other Charges								
5730 Conference Expense	841.00	1,734.25	600.00	209.25	600.00	600.00	0.00	0.00
5731 Dues	350.00	190.00	350.00		350.00	350.00	350.00	350.00
Total	1,191.00	1,924.25	950.00	209.25	950.00	950.00	350.00	350.00
Total General Expenses (10)	326,988.55	338,995.06	256,600.00	133,719.61	323,500.00	318,500.00	237,663.00	237,663.00
Equipment & Unusual								
5888 Minuteman Network	56,826.16	58,820.00	61,051.00	55,211.34	61,051.00	61,051.00	61,051.00	61,051.00
Total Equipment & Unusual Expenses (15)	56,826.16	58,820.00	61,051.00	55,211.34	61,051.00	61,051.00	61,051.00	61,051.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** MAYOR

SUB-PROGRAM: EXECUTIVE **DEPARTMENT:** EXECUTIVE **001**

STATEMENT OF OBJECTIVES:

The Mayor as Chief Executive of the City of Waltham is responsible for formulating policy with the advice of her department heads, co-coordinating an over-all basis program of all departments, developing and improving organization and procedure to maximize effective performance of municipal government operation, representing the City in its dealings with citizens, with government agencies, and with other municipalities.

DESCRIPTION OF OUTPUT STATEMENT:

The Mayor's Office provides the support necessary for the Chief Executive to carry out the executive function of government.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	75,940	75,577
Pension Administration	5,003	7,558
Medical & Life Insurance *	76,642	87,738
Heat, Light, Water	7,218	9,065
Building Repair & Maintenance	6,229	4,749
Building Insurance	319	304
Total	\$171,351	\$184,991

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected

*No City cost for Mayor Health Insurance

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	226,390.60	237,500.56	281,729.00	123,164.95	281,729.00	269,661.00	261,769.00	261,769.00
Contractual Services	5,930.68	6,083.17	7,800.00	2,352.58	5,805.00	7,000.00	7,000.00	7,000.00
Supplies & Materials	3,272.42	2,542.43	2,500.00	1,677.26	2,500.00	2,500.00	2,500.00	2,500.00
Other Charges	21,102.01	21,102.82	21,850.00	19,160.93	19,160.93	15,350.00	15,350.00	15,350.00
Equipment & Unusual	254,835.55	225,749.95	134,600.00	0.00	106,500.00	106,500.00	106,500.00	106,500.00
Operating Budget	\$511,531.26	\$492,978.93	\$448,479.00	\$146,355.72	\$415,694.93	\$401,011.00	\$393,119.00	\$393,119.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: MAYOR
SUB-PROGRAM: EXECUTIVE DEPARTMENT: EXECUTIVE 001-05

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010				
			Actual # Expenditures		Actual # Expenditures		July-December		Estimated	Department Request		Mayor's Recommendation		Council Approval
							Budget	Actual Expenditures	Expenditures	#	Rate	Total	#	Total
1.	Mayor	*	1	108,748.75	1	112,231.24	1	115,040	56,189.32	115,040.00	1	120,204.00	118,171.00	116,139.00
2.	Exec Secretary to Mayor	11-6 (L9)	1	58,084.54	1	61,868.98	1	65,298	32,809.95	65,298.00	1	67,874.00	67,874.00	65,298.00
3.	Constituency Serv Admin	10-6	1	46,711.33	1	49,556.89	1	54,276	26,819.61	54,276.00	1	57,741.00	57,741.00	55,509.00
4.	Constituency Serv Admin PT	10	1	12,845.98	1	13,843.45	1	47,115	7,346.07	47,115.00	0.5	47,664.00	25,875.00	24,823.00
Total			4	226,390.60	4	237,500.56	4	281,729	123,164.95	281,729.00	3.5	269,661.00	3.5	261,769.00

* No COLA increase for Mayor

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		July-December		Estimated	Department Request	Mayor's Recommendation	Council Approval
					Budget	Actual Expenditures	Expenditures			
5111 Salaries - Full Time	213,544.62		223,657.11		234,614	115,818.88	234,614.00	243,786.00	236,946.00	236,946.00
5113 Salaries - Part Time	12,845.98		13,843.45		47,115	7,346.07	47,115.00	25,875.00	24,823.00	24,823.00
Total Personnel Expenses (05)	226,390.60		237,500.56		281,729	123,164.95	281,729.00	269,661.00	261,769.00	261,769.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: MAYOR

SUB-PROGRAM: EXECUTIVE DEPARTMENT: EXECUTIVE 001-10

EXPENDITURES

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Contractual Services								
5192 Mileage Allowance	3,000.00	3,000.00	3,000.00	1,500.00	3,000.00	3,000.00	3,000.00	3,000.00
5231 Water	128.64	108.23	300.00	22.74	105.00	0.00	0.00	0.00
5242 Maintenance of Office Equipment	830.73	490.00	1,000.00	514.00	1,000.00	1,000.00	1,000.00	1,000.00
5314 Stenographer		982.50						
5340 Postage	792.31	383.74	1,500.00	315.84	700.00	1,500.00	1,500.00	1,500.00
5381 Printing & Binding	1,179.00	1,118.70	2,000.00		1,000.00	1,500.00	1,500.00	1,500.00
Total	5,930.68	6,083.17	7,800.00	2,352.58	5,805.00	7,000.00	7,000.00	7,000.00
Supplies & Materials								
5420 Office Supplies	3,272.42	2,542.43	2,500.00	1,677.26	2,500.00	2,500.00	2,500.00	2,500.00
Total	3,272.42	2,542.43	2,500.00	1,677.26	2,500.00	2,500.00	2,500.00	2,500.00
Other Charges								
5492 Groceries & Provisions	1,007.81	882.62	1,500.00	57.18	57.18			
5730 Mayor Expense	3,549.00	3,300.00	3,350.00	1,899.00	1,899.00	3,350.00	3,350.00	3,350.00
5731 MMA Membership for Council & Mayor	16,545.20	16,920.20	17,000.00	17,204.75	17,204.75	12,000.00	12,000.00	12,000.00
Total	21,102.01	21,102.82	21,850.00	19,160.93	19,160.93	15,350.00	15,350.00	15,350.00
Total General Expenses (10)	30,305.11	29,728.42	32,150.00	23,190.77	27,465.93	24,850.00	24,850.00	24,850.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: MAYOR
SUB-PROGRAM: EXECUTIVE DEPARTMENT: EXECUTIVE 001-15

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Equipment & Unusual								
5180 Employee Recognition Program			2,100.00					
5301 Audit	121,880.00	86,000.00	69,000.00	0.00	69,000.00	69,000.00	69,000.00	69,000.00
5303 Appraisal of Land	4,500.00	16,500.00		0.00				
5306 Youth Programs	20,000.00	20,000.00						
5327 Disposal Contaminants		8,661.85						
5335 Tourism	4,135.53	5,236.40		0.00				
5336 Senior Volunteer Program	37,500.00	37,500.00	37,500.00		37,500.00	37,500.00	37,500.00	37,500.00
5730 Cities-Climate Protection	1,200.00	1,200.00						
5790 Waltham Day / Special Events	33,384.23	37,202.70	26,000.00	0.00				
5989 Open Space	29,169.00	13,449.00						
5990 Metro Hosp	3,066.79							
Total Equipment & Unusual Expenses (15)	254,835.55	225,749.95	134,600.00	0.00	106,500.00	106,500.00	106,500.00	106,500.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D SUB PROGRAM ELEMENT: CELEBRATION OF HOLIDAYS

SUB-PROGRAM: COMMUNITY SERVICES DEPARTMENT: EXECUTIVE 001-35

STATEMENT OF OBJECTIVES:

To conduct a suitable city celebration of the noteworthy holidays.

DESCRIPTION OF OUTPUT STATEMENT:

On holidays such as Memorial Day, Fourth of July, Halloween, and Christmas each year the Mayors Office coordinates the public celebration, these celebrations involve other departments and benefit young and old.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

	FY 2008	FY 2009	FY 2010
Output Measure	Actual	Estimated	Projected

COST SUMMARY BY CLASSIFICATION								
Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel								
Contractual Services								
Supplies & Materials								
Other Charges	11,050.00	11,000.00	11,100.00	10,000.00	11,100.00	11,100.00	11,100.00	11,100.00
Equipment & Unusual								
Operating Budget	\$11,050.00	\$11,000.00	\$11,100.00	\$10,000.00	\$11,100.00	\$11,100.00	\$11,100.00	\$11,100.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE D SUB PROGRAM ELEMENT: CELEBRATION OF HOLIDAYS
SUB-PROGRAM: COMMUNITY SERVICES DEPARTMENT: EXECUTIVE 001-35

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December		Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
			Budget	Expenditures				
Other Charges								
5793 Memorial Day	1,000.00	1,000.00	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00
5794 Holiday Events								
5795 July 4th	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
5798 Family Day								
5804 Veteran's Day	50.00		100.00		100.00	100.00	100.00	100.00
Total General Expenses (10)	11,050.00	11,000.00	11,100.00	10,000.00	11,100.00	11,100.00	11,100.00	11,100.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** GENERAL SUPPORT **047-05, 10, 15**
SUB-PROGRAM: PERSONNEL ADMINISTRATION **DEPARTMENT:** PERSONNEL **048-10**
047-11

STATEMENT OF OBJECTIVES:

It shall be the function of the department to plan, administer and direct all phases of the personnel function, including wage and salary administration, position classification, management training programs, Youth Employment Program, sick and vacation leave, accident prevention and safety programs, physical and psychological examination programs, to maintain personnel transactions and record keeping in accordance with all applicable rules and regulations ordinances and statutes. Work Study to provide an educational as well as an employment opportunity for local college students through an extensively federally funded program. Administration of the unemployment insurance benefit for municipal and school departments in accordance with Massachusetts general laws.

DESCRIPTION OF OUTPUT STATEMENT:

Work Study students are placed in numerous departments in both part-time and full-time throughout the year. The City and School department unemployment insurance is on a self-insured basis. Claims are processed, paid or denied by the Personnel department. Qualifying exams scheduled for Emergency Telecommunication Operators, Emergency Communication Dispatcher Supervisors, Police Cadet and Clerical positions. Conducts CORI checks on all new employees

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	21,078	18,619
Pension Administration	1,166	1,762
Medical & Life Insurance	54,629	85,992
Heat, Light, Water	11,482	11,632
Building Repair & Maintenance	7,618	11,449
Building Insurance	270	257
Total	\$96,243	\$129,711

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Employment Applications	351	160	255
Department Requisitions	52	80	67
Preplacement Physicals	82	26	40
CORI Checks completed	67	102	80
Skill Check computer testing	0	2	4
# Persons Employed/Promoted	65	66	50
# Departments Affected	17	19	19
Qualifying Exams given	0	100	100
EAP Program Providers	3	4	3
EAP Program Utilization	350	450	400
Educational Incentive Program	3	0	3
Summer Works Applications	96	153	124
# Summer Works Students Hired	68	89	78
# Work Study Students	5	5	5
Departments Affected	1	2	2
Participating Colleges	2	2	2
Insurance Claims Denied	5	11	8

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel	295,606.76	302,310.47	345,614.00	183,729.50	328,614.00	340,438.00	277,656.00	277,656.00
Contractual Services	6,767.41	7,491.57	15,340.00	3,300.90	8,070.00	13,700.00	9,300.00	8,800.00
Supplies & Materials	605.18	430.11	600.00	452.04	600.00	600.00	600.00	400.00
Other Charges	14,000.70	3,769.96	20,550.00	0.00	5,250.00	20,300.00	100,000.00	100,000.00
Equipment & Unusual	50,028.08	62,596.82	74,500.00	18,457.00	68,000.00	74,000.00	58,000.00	58,000.00
Operating Budget	\$367,008.13	\$376,598.93	\$456,604.00	\$205,939.44	\$410,534.00	\$449,038.00	\$445,556.00	\$444,856.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: GENERAL SUPPORT
SUB-PROGRAM: PERSONNEL ADMINISTRATION DEPARTMENT: PERSONNEL 047-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007	FY 2008	FY 2009				FY 2010						
			Actual # Expenditures	Actual # Expenditures	#	July-December Actual Expenditures		Estimated Expenditures	#	Department Request Rate	Request Total	Mayor's Recommendation # Total	Council Approval		
1.	Personnel Director	17-6 (L11)	1	93,930.67	1	95,809.37	1	100,280	50,395.18	100,280.00	1	103,917.00	103,917.00		
2.	Personnel Director (PT 19hrs)	1 month												4,536.00	4536
3.	Personnel Director (11 months)	17-1										1	68,160.00	68,160.00	
4.	Administrative Assistant	10-6 (L11)	1	57,485.89	1	58,635.66	1	61,615	30,962.19	61,615.00	1	64,093.00	64,093.00	1	61,615.00
5.	Personnel Technician	10-6	1	54,324.37	1	51,538.82	1	55,509	27,881.30	55,509.00	1	57,741.00	57,741.00	1	55,509.00
6.	Principal Office Assistant	8-3	1	34,960.82	1	37,573.66	1	41,210	20,692.29	41,210.00	1	44,687.00	44,687.00	1	42,836.00
7.	Apprentice / Co-op Program							17,000							
8.	Youth Employment Program			47,247.60		39,606.63		60,000	43,836.00	60,000.00		60,000.00	60,000.00		45,000.00
9.	Temp Employee Acct			7,657.41		19,146.33		10,000	9,962.54	10,000.00		10,000.00	10,000.00		0.00
Total			4	295,606.76	4	302,310.47	4	345,614	183,729.50	328,614.00	4	340,438.00	340,438.00	4	277,656.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	240,701.75	243,557.51	258,614	129,930.96	258,614.00	270,438.00	232,656.00	232,656.00
5113 Salaries - Part Time	54,905.01	58,752.96	87,000	53,798.54	70,000.00	70,000.00	45,000.00	45,000.00
Total Personnel Expenses (05)	295,606.76	302,310.47	345,614	183,729.50	328,614.00	340,438.00	277,656.00	277,656.00

PROGRAM:	GENERAL MANAGEMENT & SUPPORT		A		SUB PROGRAM ELEMENT:		GENERAL SUPPORT		047-10, 15	
SUB-PROGRAM:	PERSONNEL ADMINISTRATION				DEPARTMENT:		PERSONNEL		048-10	
									047-11	
EXPENDITURES										
	FY 2007	FY 2008	FY 2009			FY 2010				
			July-December							
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval		
Contractual Services										
5231 Water	84.66	51.69	240.00	32.06	70.00	100.00	0.00	0.00		
5242 Maint Office Equipment	416.00	483.00	450.00	223.00	450.00	450.00	450.00	450.00		
5302 Advertising	1,794.00	2,170.00	3,000.00	485.00	1,000.00	1,500.00	1,000.00	1,000.00		
5340 Postage	426.40	905.16	850.00	459.22	850.00	850.00	850.00	850.00		
5381 Printing & Binding	729.00	649.00	800.00	385.00	700.00	800.00	1,000.00	500.00		
Total	3,450.06	4,258.85	5,340.00	1,584.28	3,070.00	3,700.00	3,300.00	2,800.00		
Supplies & Materials										
5420 Office Supplies	605.18	430.11	600.00	452.04	600.00	600.00	600.00	400.00		
Total	605.18	430.11	600.00	452.04	600.00	600.00	600.00	400.00		
Other Charges										
5730 Conference Expense	105.00	1,155.00	250.00		100.00	150.00	0.00	0.00		
5731 Dues	155.23	120.00	300.00		150.00	150.00	0.00	0.00		
Total	260.23	1,275.00	550.00	0.00	250.00	300.00	0.00	0.00		
Total General Expenses (10)	4,315.47	5,963.96	6,490.00	2,036.32	3,920.00	4,600.00	3,900.00	3,200.00		
Equipment & Unusual										
5152 Training / Employment / Diversity	597.00	2,026.25	5,000.00	420.00	2,000.00	5,000.00	2,000.00	2,000.00		
5180 Tuition Program	560.00		2,500.00		1,000.00	1,000.00	0.00	0.00		
5306 Youth Programs			25,000.00		25,000.00	26,000.00	26,000.00	26,000.00		
5334 Civil Service Exams	30.00	6,198.70	2,000.00		0.00	2,000.00	0.00	0.00		
5387 Pre-emp Physical/Psychological, EAP	48,841.08	54,371.87	40,000.00	18,037.00	40,000.00	40,000.00	30,000.00	30,000.00		
Total Equipment & Unusual Expenses (15)	50,028.08	62,596.82	74,500.00	18,457.00	68,000.00	74,000.00	58,000.00	58,000.00		

PROGRAM:		GENERAL MANAGEMENT & SUPPORT			A	SUB PROGRAM ELEMENT:		GENERAL SUPPORT		
SUB-PROGRAM:		PERSONNEL ADMINISTRATION				DEPARTMENT:		PERSONNEL	048-10	
									047-11	
EXPENDITURES										
		FY 2007	FY 2008	FY 2009			FY 2010			
				July-December						
Classification		Actual	Actual	Budget	Actual	Estimated	Department	Mayor's	Council	
		Expenditures	Expenditures		Expenditures	Expenditures	Request	Recommendation	Approval	
Contractual Services										
047-11 Work Study										
5130 Work-study		3,317.35	3,232.72	10,000.00	1,716.62	5,000.00	10,000.00	6,000.00	6,000.00	
Other Charges										
048-10 Unemployment Compensation										
5172 Unemployment Compensation		13,740.47	2,494.96	20,000.00	0.00	5,000.00	20,000.00	100,000.00	100,000.00	

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** WORKERS COMPENSATION

SUB-PROGRAM: EMPLOYEE WELFARE **DEPARTMENT:** PERSONNEL **057**

STATEMENT OF OBJECTIVES:

This element administers in accordance with MGL 152 The Workers Compensation Program; investigating, managing and resolving related injuries for all employees except police officers, fire fighters and appointed officials.

DESCRIPTION OF OUTPUT STATEMENT:

This element administers The Workers Compensation Program by investigating claims for causation, provide case management for all injuries and prepare cases for the industrial accident board.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Injuries	113	100	106
Number of Employees	108	90	99
Number on Payroll	15	15	14
Retirees	3	3	3
W/C Savings on Bills	\$137,352.76	\$117,242.44	\$117,065.38

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contractual Services	132,557.75	160,184.78	89,700.00	38,735.53	89,700.00	89,500.00	87,500.00	87,500.00
Supplies & Materials	344.65	376.56	500.00	0.00	500.00	500.00	0.00	0.00
Other Charges	326,899.95	451,125.46	295,450.00	216,861.24	297,426.43	294,250.00	190,000.00	190,000.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$459,802.35	\$611,686.80	\$385,650.00	\$255,596.77	\$387,626.43	\$384,250.00	\$277,500.00	\$277,500.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: WORKERS COMPENSATION

SUB-PROGRAM: EMPLOYEE WELFARE DEPARTMENT: PERSONNEL 057-10

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5242 Maintenance of Office Equipment	459.00	468.00	400.00		400.00	400.00	0.00	0.00
5309 Medical Evaluation			1,000.00		1,000.00	1,000.00	500.00	500.00
5310 Legal Assessment - DIA	650.28	2,000.00	2,000.00		2,000.00	2,000.00	2,000.00	2,000.00
5317 Medical & Dental	62,701.10	74,927.04	40,000.00	20,738.47	40,000.00	40,000.00	40,000.00	40,000.00
5318 Hospitals, Clinics & Institutions	68,169.14	81,865.27	45,000.00	17,983.65	45,000.00	45,000.00	45,000.00	45,000.00
5340 Postage	434.23	505.67	850.00	13.41	850.00	850.00	0.00	0.00
5381 Printing & Binding	144.00	418.80	450.00	0.00	450.00	250.00	0.00	0.00
Total	132,557.75	160,184.78	89,700.00	38,735.53	89,700.00	89,500.00	87,500.00	87,500.00
Supplies & Materials								
5420 Office Supplies	344.65	376.56	500.00		500.00	500.00	0.00	0.00
Total	344.65	376.56	500.00	0.00	500.00	500.00	0.00	0.00
Other Charges								
5152 Training	280.00	265.00	2,500.00		1,000.00	1,500.00	0.00	0.00
5171 Worker's Compensation	295,890.14	428,141.85	285,000.00	208,134.81	285,000.00	285,000.00	185,000.00	185,000.00
5315 Witness-Court Cost Investigations	1,232.82	2,573.00	2,500.00		2,500.00	2,500.00	0.00	0.00
5730 Conference Expense	525.00		250.00	1,605.64	1,605.64	250.00	0.00	0.00
5731 Dues			200.00		200.00	0.00	0.00	0.00
5760 Judgments, Claims & Settlements	28,971.99	20,145.61	5,000.00	7,120.79	7,120.79	5,000.00	5,000.00	5,000.00
Total	326,899.95	451,125.46	295,450.00	216,861.24	297,426.43	294,250.00	190,000.00	190,000.00
Total General Expenses (10)	459,802.35	611,686.80	385,650.00	255,596.77	387,626.43	384,250.00	277,500.00	277,500.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** OFFICE OF CITY PLANNER

SUB-PROGRAM: DEVELOPMENT PLANNING **DEPARTMENT:** PLANNING **451**

STATEMENT OF OBJECTIVES:

The Planning Department seeks to improve the quality of life in the City of Waltham by: providing professional input into the decision making processes; providing support to low and moderate income residents by administer the federal Community Development Block Grant Program; improving housing opportunities; preparing plans to identify and guide appropriate development; coordinating the construction of public improvement projects; aggressively pursuing federal and state grants to supplement the City's tax base; and undertaking economic development initiatives to support the business community; strengthen the tax base and expand employment opportunities.

DESCRIPTION OF OUTPUT STATEMENT:

The Planning Department delivers information, reports, maps and policy analyses to the Mayor and City Council as well as the public; administers an annual federal Community Development Block Grant budget in excess of 1 million dollars to support social service agencies; provide and rehabilitate affordable housing, improve public infrastructure; and deliver public construction projects including parks, athletic fields and streets and secures grants

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	34,771	2,427
Pension Administration	2,189	
Medical & Life Insurance	59,095	43,653
Heat, Light, Water	11,482	11,632
Building Repair & Maintenance	7,618	11,449
Building Insurance	270	257
Motor Vehicle Insurance	870	794
Motor Vehicle Maint & Repair	9,697	8,711
Total	\$125,992	\$78,923

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
See Department Divisions			

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	351,054.98	294,923.10	200,617.00	150,621.07	200,617.00	216,568.00	204,868.00	204,868.00
Contractual Services	913.93	806.46	900.00	299.88	900.00	800.00	200.00	200.00
Supplies & Materials	607.62	848.54	750.00	496.58	750.00	450.00	650.00	650.00
Other Charges	277.95	345.00	350.00	287.95	350.00	300.00	0.00	0.00
Equipment & Unusual	33,305.00	7,200.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$386,159.48	\$304,123.10	\$202,617.00	\$151,705.48	\$202,617.00	\$218,118.00	\$205,718.00	\$205,718.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: OFFICE OF CITY PLANNER
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: PLANNING 451-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual # Expenditures	Actual # Expenditures	#	July-December			#	Department Request		Mayor's Recommendation		Council Approval		
						Budget	Actual Expenditures	Estimated Expenditures		Rate	Total	#	Total			
1.	Planning Director	20-6 (L11)	1	113,325.72	1	115,592.10	1	120,856	60,736.86	120,856.00	1	125,109.00	125,109.00	1	120,856.00	120,856.00
2.	Asst Dir of Planning	15-6 (L8)	1	73,652.84	1	78,387.59	1	78,705	40,179.25	78,705.00	1	88,163.00	84,353.00	1	81,329.00	81,329.00
3.	Principal Planner	14-2	1	68,684.56	1	60,694.03	1	60,689	29,118.66	60,689.00	1	65,553.00	65,553.00	1	63,094.00	63,094.00
4.	Principal Planner		1	59,281.62	1	2,158.26										
5.	Principal Office Assistant	8-6	1	33,110.68	1	35,091.12	1	44,819	19,106.96	44,819.00	1	50,123.00	48,553.00	1	46,589.00	46,589.00
6.	Fair Housing Office			2,999.56		3,000.00		3,000	1,479.34	3,000.00		3,000.00	3,000.00		3,000.00	3,000.00
Total			5	351,054.98	5	294,923.10	4	308,069	150,621.07	308,069.00	4	326,568.00		4	314,868.00	314,868.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	348,055.42	291,923.10	305,069	149,141.73	305,069.00	323,568.00	311,868.00	311,868.00
5113 Salaries - Part Time	2,999.56	3,000.00	3,000	1,479.34	3,000.00	3,000.00	3,000.00	3,000.00
Offset Receipt - CDBG / HOME Program			(107,452)		(107,452.00)	(110,000.00)	(110,000.00)	(110,000.00)
Total Personnel Expenses (05)	351,054.98	294,923.10	200,617	150,621.07	200,617.00	216,568.00	204,868.00	204,868.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** OFFICE OF CITY PLANNER
SUB-PROGRAM: DEVELOPMENT PLANNING **DEPARTMENT:** PLANNING **451-10, 15**

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	50.00	96.49	100.00		100.00	50.00	0.00	0.00
5231 Water	85.23	114.15	100.00	53.22	100.00	100.00	0.00	0.00
5242 Maintenance of Office Equipment	123.94		100.00		100.00	50.00	0.00	0.00
5302 Advertising			50.00		50.00	50.00	0.00	0.00
5340 Postage	211.69	113.83	200.00	47.36	200.00	200.00	200.00	200.00
5343 Communication Line	358.03	364.31	250.00	199.30	250.00	250.00	0.00	0.00
5381 Printing & Binding	85.04	117.68	100.00		100.00	100.00	0.00	0.00
Total	913.93	806.46	900.00	299.88	900.00	800.00	200.00	200.00
Supplies & Materials								
5420 Office Supplies	607.62	848.54	650.00	496.58	650.00	350.00	650.00	650.00
5423 Books & Manuals			25.00		25.00	25.00	0.00	0.00
5424 Computer Supplies			25.00		25.00	25.00	0.00	0.00
5480 Batteries			25.00		25.00	25.00	0.00	0.00
5582 Camera & Photo Supplies			25.00		25.00	25.00	0.00	0.00
Total	607.62	848.54	750.00	496.58	750.00	450.00	650.00	650.00
Other Charges								
5730 Conference Expense			50.00		50.00	0.00	0.00	0.00
5731 Dues	277.95	345.00	300.00	287.95	300.00	300.00	0.00	0.00
Total	277.95	345.00	350.00	287.95	350.00	300.00	0.00	0.00
Total General Expenses (10)	1,799.50	2,000.00	2,000.00	1,084.41	2,000.00	1,550.00	850.00	850.00
Equipment & Unusual								
5300 Site Assessment	1,625.00							
6163 Architect (Hardy)	31,680.00	7,200.00		0.00				
Total Equipment & Unusual Expenses (15)	33,305.00	7,200.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** HOUSING

SUB-PROGRAM: DEVELOPMENT PLANNING **DEPARTMENT:** PLANNING **450**

STATEMENT OF OBJECTIVES:

The objective of the Housing department is to provide information to the Mayor, City Council, Planning Director, citizens, businessmen or any other group who may be making decisions. Particularly important is the provision of information in depth so that the long term implications of a decision are considered as much as the short term. The Housing division looks forward to the widest possible dissemination of information on local metropolitan, state, and even national agencies to encourage the City and its citizens to act wisely in their decision making.

DESCRIPTION OF OUTPUT STATEMENT:

The division shall be responsible for promoting and financing the development of affordable rental and ownership housing. Coordinating with the federal and state governments to bring additional resources to housing programs. Creating new opportunities for homebuyers through education and financing. Developing and implementing programs designed to increase access to affordable housing for Waltham residents. The department provides information to the public and city officials as needed.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	15,275	15,355
Pension Administration	874	1,320
Medical & Life Insurance	75,017	75,075
Heat, Light, Water	5,741	5,816
Building Repair & Maintenance	3,809	5,724
Building Insurance	186	177
Motor Vehicle Insurance	435	397
Motor Vehicle Maint & Repair	4,848	4,356
Total	\$106,185	\$108,220

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
De-lead Loans / Grants	5	5	5
CDBG Rehabilitation Loans	17	25	20
HOME Program DPA Loans	10	10	8
Total CDBG applied to deferred Loans for 2007		\$233,493.00	
Total CDBG Funds applied to Delead grants		\$32,740.00	
Total Home funds applied to Delead grants		\$25,118.00	
Total Home funds applied to deferred loans		\$398,106.00	

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	283,292.10	289,258.56	192,700.00	152,405.71	192,700.00	214,048.00	202,490.00	202,490.00
Contractual Services	729.24	1,026.69	1,300.00	820.47	1,300.00	1,000.00	750.00	750.00
Supplies & Materials	525.75	998.96	775.00	641.73	775.00	600.00	600.00	600.00
Other Charges	0.00	20.00	50.00	0.00	50.00	0.00	0.00	0.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$284,547.09	\$291,304.21	\$194,825.00	\$153,867.91	\$194,825.00	\$215,648.00	\$203,840.00	\$203,840.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: HOUSING
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: PLANNING 450-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual # Expenditures		Actual # Expenditures		#	July-December		Department Request Rate		Mayor's		Council Approval		
								Budget	Actual Expenditures			Estimated Expenditures	Recommendation #		Total	
1.	Housing Director	16-6 (L11)	1	87,947.78	1	89,706.80	1	93,933	47,205.23	93,933.00	1	97,379.00	97,379.00	1	93,933.00	93,933.00
2.	Asst Housing Director	14-6 (L9)	1	74,465.22	1	75,954.50	1	79,981	40,007.81	79,981.00	1	83,377.00	83,377.00	1	80,349.00	80,349.00
3.	Housing Specialist	12-6 (L9)	1	65,240.62	1	66,545.42	1	69,825	35,088.96	69,825.00	1	73,204.00	72,869.00	1	70,149.00	70,149.00
4.	Asst Finance Rehab Advisor	11-6 GF	1	55,638.48	1	57,051.84	1	59,906	30,103.71	59,906.00	1	62,270.00	62,270.00	1	59,906.00	59,906.00
Total			4	283,292.10	4	289,258.56	4	303,645	152,405.71	303,645.00	4	315,895.00		4	304,337.00	304,337.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	283,292.10		289,258.56		303,645	152,405.71	303,645.00	315,895.00	304,337.00	304,337.00
Offset Receipt - CDBG / HOME Program					(25,945)		(25,945.00)	(25,947.00)	(25,947.00)	(25,947.00)
Offset Receipt - CDBG Program Administration					(85,000)		(85,000.00)	(75,900.00)	(75,900.00)	(75,900.00)
Total Personnel Expenses (05)	283,292.10		289,258.56		192,700	152,405.71	192,700.00	214,048.00	202,490.00	202,490.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: HOUSING
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: PLANNING 450-10, 15

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures July-December	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage			50.00		50.00			
5231 Water	64.24	165.20	150.00	169.06	150.00	150.00	0.00	0.00
5242 Maintenance of Office Equipment	312.00	492.99	100.00	249.60	100.00	100.00	0.00	0.00
5302 Advertising			250.00	25.00	250.00	0.00	0.00	0.00
5340 Postage	353.00	368.50	750.00	376.81	750.00	750.00	750.00	750.00
Total	729.24	1,026.69	1,300.00	820.47	1,300.00	1,000.00	750.00	750.00
Supplies & Materials								
5420 Office Supplies	525.75	838.81	675.00	641.73	675.00	600.00	600.00	600.00
5582 Camera & Photo Supplies		160.15	100.00		100.00	0.00	0.00	0.00
Total	525.75	998.96	775.00	641.73	775.00	600.00	600.00	600.00
Other Charges								
5730 Conference Expense		20.00	50.00		50.00	0.00		
Total	0.00	20.00	50.00	0.00	50.00	0.00	0.00	0.00
Total General Expenses (10)	1,254.99	2,045.65	2,125.00	1,462.20	2,125.00	1,600.00	1,350.00	1,350.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: PAINE ESTATE FUNCTIONS
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: PLANNING 482

STATEMENT OF OBJECTIVES:

The Paine Estate (Stonehurst) represents the ideas of three late 19th century visionaries whose devotion to thoughtful community planning is a valuable lesson for today. Our mission to preserve this National Historic Landmark and spread the forward-looking ideas that it represents: that environment shapes a person and this it takes vigilant stewardship and planning to sustain healthy communities. By fostering creative thought about community planning we aim to confirm and strengthen the historic reputation of Waltham as a center for innovation.

DESCRIPTION OF OUTPUT STATEMENT:

We disseminate this message by offering programs and tours to the public and school groups and serving as a venue for civic events, private events and meetings.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	2,923	1,902
Medical & Life Insurance	5,779	16,358
Heat, Light, Water	31,386	23,987
Building Repair & Maintenance	86,423	18,825
Building Insurance	1,819	1,733
Total	<u>\$128,330</u>	<u>\$62,805</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Private events	56	50	50
City events	16	10	10
Tours	400	400	400
Public Programs	8	8	8
School Programs	12	12	12
Total Income	\$113,950	\$112,000	\$110,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	91,233.98	79,640.78	91,404.00	58,375.23	92,810.00	99,260.00	96,780.00	96,780.00
Contractual Services	39,693.02	44,138.21	45,700.00	16,024.57	45,700.00	35,900.00	31,000.00	31,000.00
Supplies & Materials	11,373.51	3,292.27	1,850.00	138.43	1,850.00	650.00	500.00	500.00
Other Charges								
Equipment & Unusual	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	<u>\$149,800.51</u>	<u>\$127,071.26</u>	<u>\$138,954.00</u>	<u>\$74,538.23</u>	<u>\$140,360.00</u>	<u>\$135,810.00</u>	<u>\$128,280.00</u>	<u>\$128,280.00</u>

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: PAINE ESTATE FUNCTIONS
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: PLANNING 482-05

PERSONNEL

Bargaining Unit Position			FY 2010 Grade-Step		FY 2007		FY 2008		FY 2009			FY 2010					
					Actual # Expenditures		Actual # Expenditures		July-December			Mayor's			Council Approval		
									#	Budget	Actual Expenditures	Estimated Expenditures	Department Request				Recommendation
#	Rate	Total	#	Total													
1.	Paine Estate Curator PT		13-6 (L8)	1	59,010.07	1	60,190.15	1	63,120	32,179.22	63,120.00	1	77,410.00	67,399.00	1	64,919.00	64,919.00
2.	SPMG Events Coordinator		8-6 (L8)	1	47,223.91	1	49,370.74	1	51,962	26,196.01	51,962.00	1	54,133.00	54,133.00	1	54,133.00	54,133.00
Total				2	106,233.98	2	109,560.89	2	115,082	58,375.23	115,082.00	2	121,532.00		2	119,052.00	119,052.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual	Estimated	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	106,233.98	109,560.89	115,082	58,375.23	115,082.00	121,532.00	119,052.00	119,052.00
Offset Receipt - Gift	(15,000.00)	(29,920.11)	(23,678)		(22,272.00)	(22,272.00)	(22,272.00)	(22,272.00)
Total Personnel Expenses (05)	91,233.98	79,640.78	91,404	58,375.23	92,810.00	99,260.00	96,780.00	96,780.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: PAINE ESTATE FUNCTIONS
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: PLANNING 482-10

EXPENDITURES

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Contractual Services								
5192 Mileage				88.85	88.85	100.00	0.00	0.00
5231 Water	72.90	159.75		64.32	64.32	100.00	0.00	0.00
5240 Cleaning & Sanitation	12,482.16	14,811.54	16,000.00	4,289.25	15,846.83	11,500.00	10,000.00	10,000.00
5241 Repair Equipment		2,369.00						
5302 Advertising	1,490.00	1,359.75	1,700.00	568.75	1,700.00	500.00	0.00	0.00
5316 Public Safety Service	21,521.40	21,012.40	22,000.00	10,073.00	22,000.00	20,000.00	20,000.00	20,000.00
5324 Pest Control	1,515.67	1,570.00	1,800.00	450.00	1,800.00	1,000.00	1,000.00	1,000.00
5330 Substitute Events Coordinator	1,622.23	1,500.00	1,800.00	420.00	1,800.00	1,700.00	0.00	0.00
5340 Postage	424.00	6.30	900.00	7.40	900.00	500.00	0.00	0.00
5381 Printing & Binding	564.66	1,349.47	1,500.00	63.00	1,500.00	500.00	0.00	0.00
Total	39,693.02	44,138.21	45,700.00	16,024.57	45,700.00	35,900.00	31,000.00	31,000.00
Supplies & Materials								
5420 Office Supplies	1,709.06	1,292.36	1,500.00	138.43	1,500.00	500.00	500.00	500.00
5434 Building Supplies	9,664.45	1,999.91	350.00		350.00	150.00	0.00	0.00
Total	11,373.51	3,292.27	1,850.00	138.43	1,850.00	650.00	500.00	500.00
Total General Expenses (10)	51,066.53	47,430.48	47,550.00	16,163.00	47,550.00	36,550.00	31,500.00	31,500.00
Equipment & Unusual								
6890 Emergency Lights	7,500.00							
Total Equipment & Unusual Expenses (15)	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY

B

SUB PROGRAM ELEMENT: POLICE

SUB-PROGRAM: PROVISION OF POLICE SERVICE

DEPARTMENT: POLICE

101, 102, 103, 104, 138

STATEMENT OF OBJECTIVES:

General Support: The Administrative Division provides the Chief of Police and other executives with detailed advice, information and data on matter pertaining to departmental operations.

Community Services: The objectives of the Community Services Division include providing diversified programs reaching out to the citizens of the community. The programs include GREAT, TRIAD, City United, the Waltham Police Athletic League, Housing Liaison Program and Citizens Academies. Additionally, the division provides firearms and taxi licensing, permitting and records services to the public.

Criminal Patrol & Apprehension: The department's primary objectives are: protection of life, liberty and property; enforcement of all laws and ordinances; the preservation of peace and public order; the prevention and repression of crime.

Investigation & Prosecution: The division offers specialist services in the investigation of crimes that require follow-up. The Detective Division also has the responsibility of enforcing State and local liquor laws.

Animal Control: To maintain and control the stray or unkempt animals in the City so the general public is not subject to disturbance or harm.

INDIRECT COSTS

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:

Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	4,945,541	5,031,949
Pension-Non Contributory	22,539	20,853
Pension Administration	331,818	509,251
Medical & Life Insurance	5,091,798	5,728,147
Heat, Light, Water	80,829	82,047
Building Repair & Maintenance	62,688	89,853
Building Insurance	2,208	2,103
Motor Vehicle Insurance	26,093	23,830
Motor Vehicle Maint & Repair	290,900	261,334
Total	<u>\$10,854,414</u>	<u>\$11,749,367</u>

OUTPUT MEASURES

COMMUNITY SERVICES

These outputs help to reduce traffic congestion by discouraging violations of parking and traffic laws by reducing accidents and by eliminating their causes. Additionally, outputs help to facilitate safety in the schools, in the neighborhoods, and in the community as a whole.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Taxi Inspections	104	106	120
Accidents Reported	2,300	2,285	2,270
Accidents Investigated	1,297	1,497	1,500
Taxi License	108	122	135
Taxi Registrations	52	53	60
F.I.D. Cards Issued	76	62	75
License to Carry Firearms Issued	293	220	295
Juvenile Contacts	1,164	1,200	1,235
Mediation/Probation Sessions	70	90	100
Classes Taught	202	200	200
Special Events	75	75	75
Teacher Consults/Meetings	1,485	1,485	1,490
Parent Consults/Meetings	215	215	230
Investigations/Follow-ups	205	205	210
School Safety Officer Visits	400	400	400

OUTPUT MEASURES

GENERAL SUPPORT

The specific services the Administration Division provides are diverse and wide ranging but include such items as accreditation, crime analysis and dissemination of current information on arrests and crime patterns. The Administration Division bears responsibility for payroll, workers' compensation, and overall supervision of property, evidence, motor vehicles, buildings and grounds. Also included are all training issues, firearm maintenance and background investigations for Police, Fire and 911 personnel. Other functions of the Administration Division are computer maintenance, planning and research and maintaining the Police web page.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Total Training <i>in Service</i>	145	137	145
Total Training Specialized	40	189	100
Training Firearms	750	900	450
Training Firearms - Special	227	243	124
Total Evidence	1,023	1,050	1,050
Academy	5	2	0
Background Investigations	55	30	5

CRIMINAL PATROL & APPREHENSION

The Patrol Division's primary responsibility is to respond to all calls for service, 24 hours a day, 7 days a week. The Patrol Division maintains public peace, arrests violators, investigates motor vehicle accidents, assists on medical calls, enforces traffic laws, reports on any public hazard, serves court documents (warrants, summons, 209A prevention orders, etc.), and works with other agencies. Preventive patrol efforts attempt to deter crime. Through community policing efforts the Patrol Division identifies and resolves issues of concern in an attempt to improve the quality of life of the citizens.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Arrests	1,194	1,006	1,100
Incapacitated Persons	418	329	350
Traffic Citations Issued	13,914	11,140	12,000
OUI Arrests	68	110	100
Parking Tags Issued	4,939	5,150	5,100
Frequency Checks	3,323	2,827	3,000
Incident Reports Prepared	8,545	8,019	8,000

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B**

SUB-PROGRAM: PROVISION OF POLICE SERVICE

SUB PROGRAM ELEMENT: POLICE

DEPARTMENT: POLICE **101, 102, 103, 104, 138**

INVESTIGATION & PROSECUTION

The output statement represents cases requiring investigation and various ancillary investigative steps necessary to bring them closure. Drug investigations represent investigations conducted by the Middlesex County Suburban Drug Task Force. The crime scene photos category is a reflection of pictures taken by department members using digital cameras. The number in the interviews/interrogations conducted category represents an average number of interviews/interrogations associated with major case investigation. The fingerprinting of evidence/crime scene category denotes crime scenes processed for evidentiary materials.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Major Investigations	1,826	1,880	1,900
Interviews/Interrogations Conducted	5,478	5,640	5,700
Prosecutions Trial/Hearings	1,052	1,499	1,500
Juvenile Investigations	128	106	130
Magistrate Traffic Hearings	1,162	1,049	1,200
Crime Scene Photos	11,519	12,436	12,500
Fingerprinting- Evidence Crime Scene	256	187	200
Domestic Violence Investigation	239	237	240
Drug Investigations	73	66	75
Middlesex County Task Force			
Sex Offender Invstgtn/Rgstrtn	200	254	330

ANIMAL CONTROL

The Animal Control Officer enforces the state laws and City of Waltham ordinances regarding dogs. This officer also responds to other domestic animal calls and calls regarding wildlife. This officer is also responsible for assuring that stray animals are sheltered or euthanized humanely and according to law. A clinic for rabies control is also run annually under the direction of the Animal Control Officer.

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Total Calls Answered	707	679	700
Dogs and Cats Impounded	54	81	110
Dogs and Cats Returned to Owner	33	58	60
Dogs and Cats Adopted	14	21	40
Dogs and Cats Euthanized	14	6	5
Citations Issued	20	25	30
Other Animal Calls	140	180	210
Raccoon Calls	22	70	50
Cat Calls	44	36	30
Dog Calls	398	393	400

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	11,654,864.31	11,632,936.71	12,644,764.00	6,585,798.36	12,283,870.32	12,895,981.00	12,806,358.00	12,806,358.00
Contractual Services	141,360.90	161,795.68	145,450.00	133,151.50	228,385.00	133,950.00	126,450.00	126,450.00
Supplies & Materials	35,907.68	40,041.51	39,600.00	9,427.82	31,446.51	32,450.00	26,000.00	26,000.00
Other Charges	51,613.38	56,743.25	74,550.00	11,302.05	49,402.63	50,035.00	43,285.00	43,285.00
Equipment & Unusual	210,734.18	190,498.20	162,880.00	82,252.09	152,852.50	150,062.00	141,562.00	141,562.00
Special Items	154,040.85	154,635.91	163,370.00	130,418.99	148,458.00	150,100.00	146,600.00	146,600.00
Operating Budget	\$12,248,521.30	\$12,236,651.26	\$13,230,614.00	\$6,952,350.81	\$12,894,414.96	\$13,412,578.00	\$13,290,255.00	\$13,290,255.00

PROGRAM:		PROTECTION OF PERSONS AND PROPERTY				B	SUB PROGRAM ELEMENT:			POLICE						
SUB-PROGRAM:		PROVISION OF POLICE SERVICE				DEPARTMENT:			POLICE			SALARIES & WAGES SUMMARY				
		PERSONNEL														
Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation #	Total	Council Approval
1.	Police Chief		1	194,688.59	1	109,118.85	1	106,556	66,581	106,556	1	115,127.00	114,770.00	1	110,951.00	110,951.00
2.	PSUP Deputy Police Chief		1	112,407.48	1	114,606.82	1	95,987	60,349	95,987	1	99,450.00	99,450.00	1	99,450.00	99,450.00
3.	PSUP Police Captain		5	455,892.01	4	339,080.69	4	327,220	203,590	327,220	4	84,843.00	339,372.00	4	339,372.00	339,372.00
4.	PSUP Police Lieutenant		10	829,457.26	10	828,116.08	10	746,960	450,557	729,456	10	73,025.00	757,520.00	10	757,520.00	757,520.00
5.	PSUP Police Sergeant		17	1,195,762.30	17	1,199,314.41	17	1,089,148	657,945	1,055,713	17	62,534.00	1,097,846.00	17	1,097,846.00	1,097,846.00
6.	PPAT Police Officer		44	2,318,136.38	42	2,385,196.80	43	2,205,325	1,221,623	2,205,325	43	51,942.00	2,291,171.00	43	2,291,171.00	2,291,171.00
7.	PPAT Police Officer Nights		67	3,757,910.69	69	3,783,710.22	65	3,633,473	2,004,527	3,463,778	65	58,265.00	3,611,159.00	65	3,611,159.00	3,611,159.00
8.	PPAT Police Officer Maint / Safety		2	115,015.67	2	117,266.18	2	102,641	62,092	102,641	2	54,977.00	106,919.00	2	106,919.00	106,919.00
9.	PPAT Police Officer SRO		4	207,807.34	4	216,058.99	4	202,369	117,798	202,369	4	51,942.00	207,768.00	4	207,768.00	207,768.00
10.	Cadet Program		3	83,878.84	3	77,906.84	3	119,195	27,941	119,195	1	42,290.00	42,290.00	1	40,475.00	40,475.00
11.	TRAF School Traffic Supervisor		42	227,130.98	42	225,994.30	42	286,934	117,033	240,000	36	7,006.00	253,566.00	36	253,566.00	253,566.00
12.	Business Manager	15-6 (L11)	1	81,754.78	1	83,389.90	1	87,363	43,903	87,363	1	90,612.00	90,612.00	1	87,363.00	87,363.00
13.	SPMG Animal Control Officer	11-6 (L11)	1	62,085.47	1	63,327.30	1	66,496	33,415	66,496	1	69,120.00	69,120.00	1	69,120.00	69,120.00
14.	Administrative Assistant	10-6 (L10)	1	56,968.16	1	58,107.52	1	61,060	30,683	61,060	1	63,515.00	63,515.00	1	61,060.00	61,060.00
15.	Principal Office Assistant	8-6 (L9)	2	97,281.42	2	99,655.36	2	104,886	52,705	104,886	2	54,634.00	109,435.00	2	105,047.00	105,047.00
16.	Associate Office Assistant	7	3	126,972.01	3	133,472.73	3	139,900	65,789	110,978	2	47,351.00	95,649.00	2	91,752.00	91,752.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B SUB PROGRAM ELEMENT: POLICE
SUB-PROGRAM: PROVISION OF POLICE SERVICE DEPARTMENT: POLICE SALARIES & WAGES SUMMARY

PERSONNEL

Bargaining Unit		Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010					
				#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request		Mayor's Recommendation		Council Approval
												#	Rate	Total	#	
17.	Proj Coord - Community Policing Grant	1	23,453.57	1	23,453.86	1	23,454	11,566	23,454	1	23,454.00	23,454.00	1	23,454.00	23,454.00	
18.	Animal Inspector		1,500.30		1,500.00		1,500	740	1,500.00		1,500.00	1,500.00		1,500.00	1,500.00	
19.	Part Time		2,830.00	1	-	4	20,020	8,057	20,020	2		20,020.00	2	20,020.00	20,020.00	
Total Salaries		88	3,552,063.17	88	3,357,044.66	91	3,276,679	1,830,854.00	3,149,884.00	80		3,178,119.00	80	3,158,496.00	3,158,496.00	
Total Wages		117	6,398,870.08	117	6,502,232.19	114	6,143,808	3,406,040.00	5,974,113.00	114		6,217,017.00	114	6,217,017.00	6,217,017.00	

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	2,752,791.89		2,522,907.36		2,988,245	1,389,573.58	2,908,384.00	2,923,053.00	2,903,430.00	2,903,430.00
5112 Wages - Full Time	5,522,528.08		5,612,358.19		6,143,808	2,941,763.59	5,974,113.00	6,217,017.00	6,217,017.00	6,217,017.00
5113 Salaries - Part Time	228,841.28		227,494.30		288,434	125,829.41	241,500.00	255,066.00	255,066.00	255,066.00
5140 Holiday	363,856.05		366,116.33		569,010	224,961.20	424,914.78	605,785.00	605,785.00	605,785.00
5141 Longevity	610,292.40		573,949.31		592,665	637,856.54	637,856.54	687,435.00	687,435.00	687,435.00
5142 College Credits	1,446,772.00		1,496,517.00		1,379,102	779,727.50	1,379,102.00	1,524,125.00	1,524,125.00	1,524,125.00
5134 Overtime	815,588.77		925,144.02		681,000	545,909.99	715,500.00	681,000.00	611,000.00	611,000.00
5143 Out of Grade	0.00		0.00		2,500	0.00	2,500.00	2,500.00	2,500.00	2,500.00
Receipt Offset - Grant	(85,806.16)		(91,549.80)		0	(59,823.45)	0.00	0.00	0.00	0.00
Total Personnel Expenses (05)	11,654,864.31		11,632,936.71		12,644,764	6,585,798.36	12,283,870.32	12,895,981.00	12,806,358.00	12,806,358.00

PROGRAM:	PROTECTION OF PERSONS AND PROPERTY		B	SUB PROGRAM ELEMENT:		POLICE		
SUB-PROGRAM:	PROVISION OF POLICE SERVICE		DEPARTMENT:		POLICE			101, 102, 103, 104, 138
EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5231 Water	1,018.27	950.37	1,300.00	352.72	1,100.00	1,300.00	0.00	0.00
5240 Cleaning & Sanitation	698.00	808.00	1,600.00	393.08	1,600.00	1,600.00	1,300.00	1,300.00
5241 Repair Equipment not MV	3,405.83	7,448.19	4,700.00	1,768.05	3,550.00	4,500.00	3,000.00	3,000.00
5242 Maintenance of Office Equipment	4,575.85	3,578.55	5,100.00	480.00	5,000.00	5,000.00	1,500.00	1,500.00
5243 Computer Maintenance	46,762.52	35,209.84	53,500.00	28,694.90	45,000.00	45,000.00	45,000.00	45,000.00
5302 Advertising		138.00	450.00		0.00	0.00	0.00	0.00
5317 Medical & Dental	12,644.36	18,694.88	9,000.00	9,786.47	15,000.00	9,000.00	9,000.00	9,000.00
5318 Hospitals, Clinics & Institutions	49,639.79	62,212.64	23,500.00	72,456.10	125,000.00	23,500.00	23,500.00	23,500.00
5340 Postage	2,007.07	1,958.29	3,050.00	673.68	2,100.00	2,100.00	1,200.00	1,200.00
5341 Telephone	17,304.30	14,486.08	20,000.00	11,003.92	6,500.00	20,000.00	20,000.00	20,000.00
5346 CDMA Communication Line		10,261.87	18,000.00	4,962.58	18,000.00	18,000.00	18,000.00	18,000.00
5346 CDPD Communication Line		80.12	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00
5381 Printing & Binding	2,241.96	2,907.30	1,750.00	1,530.00	2,735.00	1,750.00	1,750.00	1,750.00
5391 Accreditation	1,062.95	3,061.55	2,500.00	1,050.00	1,800.00	1,200.00	1,200.00	1,200.00
Total	141,360.90	161,795.68	145,450.00	133,151.50	228,385.00	133,950.00	126,450.00	126,450.00
Supplies & Materials								
5420 Office Supplies	8,843.43	12,438.77	8,500.00	3,726.98	7,462.00	8,500.00	8,500.00	8,500.00
5423 Books & Manuals	6,365.00	3,611.26	6,200.00	503.27	2,582.50	1,900.00	1,000.00	1,000.00
5424 Computer Supplies	3,161.24	3,060.91	3,800.00	728.64	1,950.00	2,750.00	1,500.00	1,500.00
5430 Public Safety Supplies	13,658.97	14,374.48	14,300.00	2,809.12	13,750.00	13,800.00	10,000.00	10,000.00
5434 Building Supplies	1,783.97	3,648.55	2,100.00	910.07	2,100.00	1,200.00	1,200.00	1,200.00
5500 Medical & Dental Supplies			1,000.00	17.78	200.00	1,000.00	1,000.00	1,000.00
5581 Clothing, Glove, Shoes	683.00	477.00	800.00		500.00	500.00	500.00	500.00
5582 Camera & Photo Supplies	1,287.13	2,250.29	2,600.00	482.94	2,500.00	2,500.00	2,000.00	2,000.00
5587 Small Tools	124.94	180.25	300.00	249.02	402.01	300.00	300.00	300.00
Total	35,907.68	40,041.51	39,600.00	9,427.82	31,446.51	32,450.00	26,000.00	26,000.00
Other Charges								
5152 Training	39,070.85	45,915.54	61,000.00	8,619.50	39,000.00	40,000.00	35,000.00	35,000.00
5491 Prisoners Meals	1,810.98	1,782.56	4,000.00	602.42	3,200.00	3,000.00	2,500.00	2,500.00
5582 Camera & Photo Supplies	873.00							
5730 Conference Expense	2,498.42	2,645.59	3,200.00	556.76	1,299.26	1,250.00	0.00	0.00
5731 Dues	4,947.73	5,294.46	5,350.00	670.00	5,050.00	4,785.00	4,785.00	4,785.00
5733 Licenses Taxi / Medallions	679.44	1,105.10	1,000.00	853.37	853.37	1,000.00	1,000.00	1,000.00
5861 Cruiser Supplies	1,732.96							
Total	51,613.38	56,743.25	74,550.00	11,302.05	49,402.63	50,035.00	43,285.00	43,285.00
Total General Expenses (10)	228,881.96	258,580.44	259,600.00	153,881.37	309,234.14	216,435.00	195,735.00	195,735.00

PROGRAM:	PROTECTION OF PERSONS AND PROPERTY			B	SUB PROGRAM ELEMENT:		POLICE	
SUB-PROGRAM:	PROVISION OF POLICE SERVICE				DEPARTMENT:		POLICE	
							101, 102, 103, 104, 138	
	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Equipment & Unusual								
5152 Training Academy Reimbursement	33,600.04	33,166.71	6,900.00	6,900.03	6,900.03	9,967.00	9,967.00	9,967.00
5304 Boarding / Care of Animals	3,748.01	5,124.44	5,000.00	978.74	11,000.00	9,000.00	9,000.00	9,000.00
5306 Domestic Victim Assistance	119.57		1,000.00		500.00	1,000.00	500.00	500.00
5310 Legal Assistance	51,754.20	36,750.00	37,500.00	36,250.00	36,250.00	36,500.00	36,500.00	36,500.00
5379 GREAT / SRO	14,992.98	22,564.25	15,000.00	9,854.00	15,000.00	4,000.00	4,000.00	4,000.00
5495 K-9 Unit	3,682.26	3,577.20	4,000.00	1,397.36	4,000.00	4,000.00	3,500.00	3,500.00
5501 Wellness Program	1,500.00	1,239.98	1,000.00	22.47	522.47	500.00	500.00	500.00
5591 Recreational - PAL	3,579.30	4,514.24	5,000.00	40.00	5,000.00	5,000.00	2,500.00	2,500.00
5591-01 PAL-Summer Youth Program			10,000.00	2,136.40	3,000.00	2,500.00	2,500.00	2,500.00
5599 COP	5,127.85	5,233.48	5,000.00	1,626.65	4,000.00	3,000.00	3,000.00	3,000.00
5861 Cruiser Equipment	4,157.16	5,358.24	4,650.00	1,245.80	4,400.00	4,400.00	3,400.00	3,400.00
5863 Motorcycle & Equipment	4,291.30							
5867 Electrical & Mechanical Equipment	358.90	1,000.00	1,000.00		500.00	500.00	0.00	0.00
5870-71 Mobile Radios & Battery/Safety Equipment	4,502.65	3,559.62	4,700.00	1,520.00	4,700.00	4,700.00	4,700.00	4,700.00
5871 Safety Equipment	9,581.55	8,881.14	6,000.00	1,235.26	2,700.00	6,000.00	3,000.00	3,000.00
5877 Bicycle Equipment		999.99	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00
5878 Firearms & Ammunition	28,528.70	25,484.60	25,600.00	13,949.80	25,600.00	25,600.00	25,600.00	25,600.00
5889 Photo Equipment	3,603.71	5,387.96	2,750.00		1,000.00	1,500.00	1,000.00	1,000.00
5992 NEMLEC	9,621.00	11,366.35	7,700.00	4,845.58	7,700.00	7,700.00	7,700.00	7,700.00
5999 Community Policing Grant								
6912 Firearm Range Service	27,985.00	16,290.00	19,080.00	250.00	19,080.00	23,195.00	23,195.00	23,195.00
Total Equipment & Unusual Expenses (15)	210,734.18	190,498.20	162,880.00	82,252.09	152,852.50	150,062.00	141,562.00	141,562.00
Special Items								
5120 New Hires	4,000.00							
5124 Honor Guard - Uniforms			4,000.00		4,000.00	4,000.00	4,000.00	4,000.00
5150 Uniform Allowance 146 @ 800 / 1@1,600	117,104.61	124,173.43	120,800.00	117,976.35	119,200.00	118,400.00	118,400.00	118,400.00
5150-01 Allowance Range Officers	2,169.40	1,054.60	2,170.00	1,215.30	2,170.00	0.00	0.00	0.00
5150-02 Bicycle Uniforms	1,940.83	1,500.00	2,000.00	978.34	1,500.00	2,000.00	2,000.00	2,000.00
5150-03 Motorcycle Uniforms	2,625.00	2,485.28	3,000.00		500.00	2,000.00	1,000.00	1,000.00
5150-05 Uniform Allowance (STS New Hires) 4 @ 1,200	5,999.96	7,594.80	7,200.00	0.00	4,588.00	4,800.00	4,800.00	4,800.00
5150-06 Uniform Allowance 36 @ 325	12,000.00	12,409.00	13,650.00	9,750.00	9,750.00	11,700.00	11,700.00	11,700.00
5150-07 Uniform Allowance Support Staff	2,642.35	32.00	4,000.00		4,000.00	2,500.00	2,500.00	2,500.00
5153 Patches & Badges	4,345.75	3,551.85	4,000.00	270.00	1,000.00	3,000.00	1,000.00	1,000.00
5153-06 Patches & Badges (STS)	65.00	140.00	500.00	173.00	300.00	300.00	200.00	200.00
5155 Uniform Allowance - Cadet Program		700.00	1,000.00		450.00	250.00	250.00	250.00
5158 Evidence Tech Clothing		210.00	250.00		200.00	250.00	250.00	250.00
5266 Uniform Repairs	1,147.95	784.95	800.00	56.00	800.00	900.00	500.00	500.00
Total Special Items (25)	154,040.85	154,635.91	163,370.00	130,418.99	148,458.00	150,100.00	146,600.00	146,600.00

DISPATCH

110

STATEMENT OF OBJECTIVES:

The Emergency Telecommunications Division is the answering and dispatch point for all emergency and non-emergency calls pertaining to the wide variance of citizen needs, including but not limited to situations requiring the Police, Fire, EMS, Public Works, Street Department, Water Department, Wires Department and public utility companies. The objective of this division is to effectively process inquiries for information and services to accurately determine the need for emergency response and rapidly dispatch emergency units.

DESCRIPTION OF OUTPUT STATEMENT:

The Emergency Telecommunications Division effectively gathers, interprets and disseminates critical information 24 hours per day regarding emergency situations of all kinds and directly affects the protection of persons and property, ensuring prompt response of public safety personnel. The Emergency Telecommunications Division handles 9-1-1 emergency calls, non-emergency calls, fire boxes requiring response, fire boxes undergoing tests, CJS requests for license and warrant checks, special telephone/NexTel notifications, alpha-paging notifications. The Emergency Telecommunications Division conducts written daily/weekly emergency medical dispatch reviews, quality control reviews and police and fire radio tests. The division also contracts interpreters for translations, provides copies of cassettes and digital recordings for district attorney's office and conducts in-service dispatch training for its employees.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Emergency Calls	41,345	40,658	42,000
Police	34,494	32,887	33,500
Fire	7,620	7,881	7,980
Medical	6,225	6,378	6,500
Emergency Medical Dispatch Review	768	768	768
Quality Control Reviews	1,920	1,920	1,920

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	1,039,869.35	1,392,153.82	1,365,643.00	662,701.84	1,342,565.07	1,407,874.00	1,361,971.00	1,361,971.00
Contractual Services	7,821.17	7,014.84	8,350.00	441.06	7,000.00	8,350.00	7,450.00	7,450.00
Supplies & Materials	1,051.11	2,956.76	3,900.00	32.40	2,000.00	2,450.00	1,750.00	1,750.00
Other Charges	5,266.52	6,736.89	10,150.00	4,997.00	9,650.00	7,900.00	7,900.00	7,900.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special Items	12,410.78	14,141.89	8,400.00	4,317.96	7,900.00	6,600.00	6,600.00	6,600.00
Operating Budget	\$1,066,418.93	\$1,423,004.20	\$1,396,443.00	\$672,490.26	\$1,369,115.07	\$1,433,174.00	\$1,385,671.00	\$1,385,671.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B SUB PROGRAM ELEMENT: DISPATCH
SUB-PROGRAM: PROVISION OF POLICE SERVICE DEPARTMENT: POLICE 110-00

PERSONNEL

Bargaining Unit Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009				FY 2010				
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-December Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation #	Council Approval Total
1. SPMG Chief Emerg Tele Disp	13-3	1	59,589.78	1	5,336.79	1	56,846	29,288.25	56,846.00	1	63,847.00	61,837.00	1	60,934.00
2. FAOP Sr Fire Alarm Operator		3	152,266.02	3	191,329.23	3	178,464	89,656.79	178,464.00	3	59,188.00	185,648.00	3	185,648.00
3. FAOP Supervisor - ETD's				1	39,359.91	1	60,783	30,576.76	60,783.00	1	63,230.00	63,230.00	1	63,230.00
4. FAOP Emerg Tele Dispatcher		16	651,176.08	17	892,423.10	16	797,400	397,734.78	797,400.00	16	55,077.00	838,134.00	16	838,134.00
Total		20	863,031.88	22	1,128,449.03	21	1,093,493	547,256.58	1,093,493.00	21	1,148,849.00		21	1,147,946.00
														1,147,946.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5112 Wages - Full Time	863,031.88	1,128,449.03	1,093,493	547,256.58	1,093,493.00	1,148,849.00	1,147,946.00	1,147,946.00
5140 Holiday	50,765.53	69,711.47	65,000	37,213.95	65,089.42	66,350.00	66,350.00	66,350.00
5141 Longevity	13,009.54	18,600.19	24,250	18,982.65	18,982.65	22,675.00	22,675.00	22,675.00
5143 Out of Grade / FTO	15,580.89	14,773.98	30,000	5,211.24	15,000.00	20,000.00	20,000.00	20,000.00
5133 Overtime - Callbacks Nt	97,481.51	160,619.15	152,900	54,037.42	150,000.00	150,000.00	105,000.00	105,000.00
Total Personnel Expenses (05)	1,039,869.35	1,392,153.82	1,365,643	662,701.84	1,342,565.07	1,407,874.00	1,361,971.00	1,361,971.00

PROGRAM:	PROTECTION OF PERSONS AND PROPERTY			B	SUB PROGRAM ELEMENT:		DISPATCH		
SUB-PROGRAM:	PROVISION OF POLICE SERVICE			DEPARTMENT:		POLICE	110-10, 15, 25		
EXPENDITURES									
	FY 2007	FY 2008	FY 2009			FY 2010			
			July-December						
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
Contractual Services									
5231 Water	498.60	664.97	500.00	441.06	900.00	900.00	0.00	0.00	
5241 Repair Equipment not MV	319.00		400.00		0.00	0.00	0.00	0.00	
5242 Maintenance Office Equipment	6,964.57	6,320.00	7,250.00		6,000.00	7,400.00	7,400.00	7,400.00	
5340 Postage	39.00	29.87	200.00		100.00	50.00	50.00	50.00	
Total	7,821.17	7,014.84	8,350.00	441.06	7,000.00	8,350.00	7,450.00	7,450.00	
Supplies & Materials									
5420 Office Supplies	799.11	602.88	500.00	32.40	750.00	750.00	750.00	750.00	
5423 Books & Manuals		546.44	300.00		0.00	0.00	0.00	0.00	
5424 Computer Supplies		1,080.36	1,500.00		500.00	1,000.00	500.00	500.00	
5430 Public Safety Supplies	252.00	456.59	1,200.00		600.00	600.00	400.00	400.00	
5434 Building Supplies		207.33	200.00		100.00	100.00	100.00	100.00	
5492 Groceries & Provisions		63.16	200.00		50.00	0.00	0.00	0.00	
Total	1,051.11	2,956.76	3,900.00	32.40	2,000.00	2,450.00	1,750.00	1,750.00	
Other Charges									
5152 Training E-911	3,490.60	5,656.89	7,500.00	4,227.00	7,500.00	6,500.00	6,500.00	6,500.00	
5730 Conference Expense	394.92		500.00	500.00	0.00	0.00	0.00	0.00	
5731 Dues	1,381.00	1,080.00	2,150.00	270.00	2,150.00	1,400.00	1,400.00	1,400.00	
Total	5,266.52	6,736.89	10,150.00	4,997.00	9,650.00	7,900.00	7,900.00	7,900.00	
Total General Expenses (10)	14,138.80	16,708.49	22,400.00	5,470.46	18,650.00	18,700.00	17,100.00	17,100.00	
Equipment & Unusual									
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Special Items									
5150 Uniform Allowance	3,485.78	4,166.89	4,000.00	117.96	3,700.00	2,400.00	2,400.00	2,400.00	
5150-04 Uniform Maintenance 21 @ 200	3,400.00	3,800.00	4,400.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	
5154 EMD Stipend	5,525.00	6,175.00							
Total Special Items (25)	12,410.78	14,141.89	8,400.00	4,317.96	7,900.00	6,600.00	6,600.00	6,600.00	

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** PURCHASING SERVICES

SUB-PROGRAM: FINANCE **DEPARTMENT:** PURCHASING **043**

STATEMENT OF OBJECTIVES:

To provide an effective purchasing program which will serve all departments of municipal government. To establish policies and procedures required to efficiently manage the flow of material, supplies, services and equipment within the City.

DESCRIPTION OF OUTPUT STATEMENT:

The purchasing department seeks out and buys materials, supplies, equipment according to the needs of all city departments, including schools. It manages the distribution of these goods as well as their eventual disposal when the disposal can yield a return.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	33,825	33,847
Pension Administration	2,209	3,338
Medical & Life Insurance	66,888	76,703
Heat, Light, Water	7,218	9,065
Building Repair & Maintenance	6,229	4,749
Building Insurance	319	304
Total	\$116,688	\$128,006

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Contracts Bid	70	70	55
Emergency Purchase Orders	3,200	3,200	2,025
Formal Purchase Orders	550	550	525
School Purchase Orders	2,400	2,400	1,600

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	199,298.26	203,230.37	213,140.00	107,082.34	213,140.00	221,615.00	169,739.00	168,273.00
Contractual Services	7,889.02	8,264.01	8,050.00	2,535.28	6,702.00	5,175.00	4,575.00	4,575.00
Supplies & Materials	1,562.89	1,237.25	1,200.00	385.91	772.00	575.00	575.00	575.00
Other Charges	1,358.09	1,371.15	1,500.00	595.00	1,288.00	1,300.00	0.00	0.00
Equipment & Unusual								
Special Items	276,879.20	259,094.20	298,313.00	228,089.92	256,385.00	262,719.00	262,719.00	262,719.00
Operating Budget	\$486,987.46	\$473,196.98	\$522,203.00	\$338,688.45	\$478,287.00	\$491,384.00	\$437,608.00	\$436,142.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT

A

SUB PROGRAM ELEMENT: PURCHASING SERVICES

SUB-PROGRAM: FINANCE

DEPARTMENT:

PURCHASING

043-05

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009				FY 2010					
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request		Mayor's Recommendation		Council Approval
												Rate	Total	#	Total	
1.	Purchasing Agent		1	86,363.14	1	88,090.47	1	92,240	46,354.64	92,240.00	1	96,502.00	95,917.00			
2.	Purchasing Agent (PT 19 hrs)													0.5	50,073.00	50,073.00
3.	Administrative Assistant	10-6 (L11)	1	57,485.93	1	58,635.66	1	61,615	30,962.19	61,615.00	1	64,093.00	64,093.00	1	61,615.00	61,615.00
4.	Office Coordinator	9-6 (L10)	1	52,749.28	1	53,804.24	1	56,585	28,434.02	56,585.00	1	58,905.00	58,905.00	1	56,585.00	56,585.00
5.	Insurance & Claims Admin			2,699.91		2,700.00		2,700	1,331.49	2,700.00		2,700.00	2,700.00			
6.	Insurance & Claims Admin	PT 19 hrs													1,466.00	0.00
Total			3	199,298.26	3	203,230.37	3	213,140	107,082.34	213,140.00	3	221,615.00		2.5	169,739.00	168,273.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	196,598.35		200,530.37		210,440	105,750.85	210,440.00	218,915.00	168,273.00	168,273.00
5113 Salaries - Part Time	2,699.91		2,700.00		2,700	1,331.49	2,700.00	2,700.00	1,466.00	0.00
Total Personnel Expenses (05)	199,298.26		203,230.37		213,140	107,082.34	213,140.00	221,615.00	169,739.00	168,273.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: PURCHASING SERVICES
SUB-PROGRAM: FINANCE DEPARTMENT: PURCHASING 043-10, 25

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	483.46	480.19	300.00		291.00	300.00	0.00	0.00
5231 Water	175.19	214.11	150.00	85.06	294.00	0.00	0.00	0.00
5242 Maintenance of Office Equipment	277.95	306.00	900.00	507.15	657.00	750.00	750.00	750.00
5302 Advertising	5,428.64	5,434.75	5,200.00	1,565.89	4,237.00	3,000.00	3,000.00	3,000.00
5340 Postage	727.27	839.27	600.00	377.18	566.00	425.00	425.00	425.00
5381 Printing & Binding	796.51	989.69	900.00		657.00	700.00	400.00	400.00
Total	7,889.02	8,264.01	8,050.00	2,535.28	6,702.00	5,175.00	4,575.00	4,575.00
Supplies & Materials								
5420 Office Supplies	1,562.89	1,237.25	1,200.00	385.91	772.00	575.00	575.00	575.00
Total	1,562.89	1,237.25	1,200.00	385.91	772.00	575.00	575.00	575.00
Other Charges								
5730 Conference Expense	380.49	393.55	600.00	165.00	533.00	600.00	0.00	0.00
5731 Dues	977.60	977.60	900.00	430.00	755.00	700.00	0.00	0.00
Total	1,358.09	1,371.15	1,500.00	595.00	1,288.00	1,300.00	0.00	0.00
Total General Expenses (10)	10,810.00	10,872.41	10,750.00	3,516.19	8,762.00	7,050.00	5,150.00	5,150.00
Special Items								
5741 Auto Insurance	117,854.00	107,631.00	129,072.00	109,015.00	111,976.00	116,035.00	116,035.00	116,035.00
5742 Building Insurance	159,025.20	151,463.20	169,241.00	119,074.92	144,409.00	146,684.00	146,684.00	146,684.00
Total Special Items (25)	276,879.20	259,094.20	298,313.00	228,089.92	256,385.00	262,719.00	262,719.00	262,719.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F **SUB PROGRAM ELEMENT:** GENERAL SUPPORT

SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES **DEPARTMENT:** RECREATION **621**

STATEMENT OF OBJECTIVES:

To continue to organize, promote and develop a comprehensive cultural and recreational program that strives to accommodate and attract as many residents as possible which includes all ages, backgrounds, capabilities and interests. The opportunity to participate in various year round leisure time activities and to accomplish the above objectives through the administration, supervision and scheduling of all parks and recreation facilities. To provide recreational programs at the least possible cost per total participation of activities and to promote public use of all facilities.

DESCRIPTION OF OUTPUT STATEMENT:

This is the supportive element for developing a comprehensive year round recreational program for all ages.

A. Administrative duties for the operation of the department's recreation programs.

B. The Recreation Department professionals and specialized instructors provide programs, services, special events and supervision of seasonal staff hired to offer a variety of recreational opportunities to the Waltham commun

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	18,596	14,202
Pension Administration	684	1,034
Medical & Life Insurance	82,562	81,182
Heat, Light, Water	11,916	15,714
Building Repair & Maintenance	16,379	12,520
Building Insurance	955	909
Motor Vehicle Insurance	1,305	1,191
Motor Vehicle Maint & Repair	14,545	13,067
Total	\$146,942	\$139,819

	FY 2008	FY 2009	FY 2010
Output Measure	Actual	Estimated	Projected
Total # of Rec Activities	195	200	205
Total Attend / Participants	168,142	170,410	172,355
Total Cost / Participant	4.24	4.13	4.6
Total Number of Diff Part	13,000	14,000	15,000
Total Cost / Diff Participant	54.79	50.19	52.86
Total Revenue	\$125,000	\$128,000	\$130,000
Net Cost / Participant	3.50	3.38	3.85
Net Cost / Diff Participant	45.18	41.05	44.19

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	349,932.47	364,226.60	386,849.00	191,074.89	386,849.00	403,608.00	378,231.00	378,231.00
Contractual Services	14,102.07	10,691.83	10,950.00	4,696.91	11,768.00	11,400.00	10,900.00	10,900.00
Supplies & Materials	10,890.42	3,124.49	4,000.00	1,133.76	4,000.00	3,500.00	3,250.00	3,250.00
Other Charges	1,539.60	742.60	1,300.00	320.00	1,000.00	500.00	250.00	250.00
Equipment & Unusual	11,245.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$387,710.20	\$378,785.52	\$403,099.00	\$197,225.56	\$403,617.00	\$419,008.00	\$392,631.00	\$392,631.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: GENERAL SUPPORT
SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 621-05

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			Actual #	Expenditures	Actual #	Expenditures	#	July-December		#	Department Request		Mayor's Recommendation		Council Approval	
								Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	#		Total
1.	Recreation Board	*	10	9,700.30	10	9,700.00	10	11,000	3,486.40	11,000.00	10	100.00	11,000.00	10	0.00	0.00
2.	Director of Recreation	17-6 (L11)	1	93,930.67	1	95,809.37	1	100,280	50,395.18	100,280.00	1	103,917.00	103,917.00	1	100,280.00	100,280.00
3.	Asst Director Recreation	14-6 (L8)	1	68,949.02	1	70,328.03	1	77,646	37,835.88	77,646.00	1	82,612.00	82,612.00	1	79,612.00	79,612.00
4.	Recreation Supervisor	12-6 (L11)	1	59,594.60	1	68,394.10	1	71,765	36,063.45	71,765.00	1	74,548.00	74,548.00	1	71,765.00	71,765.00
5.	Rec Super / Spec Needs	12-6	1	60,408.02	1	61,616.18	1	64,653	32,489.63	64,653.00	1	67,160.00	67,160.00	1	64,653.00	64,653.00
6.	Administrative Assistant	10-6 (L10)	1	56,449.86	1	57,578.92	1	60,505	30,404.35	60,505.00	1	63,515.00	63,371.00	1	60,921.00	60,921.00
7.	Recreation Board Clerk			900.00		800.00		1,000	400.00	1,000.00		100.00	1,000.00		1,000.00	1,000.00
Total			15	349,932.47	15	364,226.60	15	386,849	191,074.89	386,849.00	15	403,608.00		15	378,231.00	378,231.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual	Actual	July-December			Department Request	Mayor's Recommendation	Council Approval
	Expenditures	Expenditures	Budget	Actual Expenditures	Estimated Expenditures			
5111 Salaries - Full Time	339,332.17	353,726.60	374,849	187,188.49	374,849.00	391,608.00	377,231.00	377,231.00
5113 Salaries - Part Time	900.00	800.00	1,000	400.00	1,000.00	1,000.00	1,000.00	1,000.00
5194 Boards & Commissions	9,700.30	9,700.00	11,000	3,486.40	11,000.00	11,000.00	0.00	0.00
Total Personnel Expenses (05)	349,932.47	364,226.60	386,849	191,074.89	386,849.00	403,608.00	378,231.00	378,231.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: GENERAL SUPPORT
SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 621-10

EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5192 Mileage Allowance	600.00	600.00	600.00	657.44	1,000.00	500.00	500.00	500.00
5213 Light	3,546.06	2,583.00	3,000.00	946.59	3,500.00	3,500.00	3,500.00	3,500.00
5231 Water	332.46	285.64	1,000.00	88.67	500.00	500.00	0.00	0.00
5241 Repair Equipment not MV	1,436.52							
5242 Maintenance of Office Equipment		164.10	500.00					
5261 Repair Fences	985.00							
5276 Rental of Trucks	215.50							
5325 Intrusion Detection	1,406.38	983.24	1,500.00	888.24	2,500.00	2,500.00	2,500.00	2,500.00
5340 Postage	1,282.15	584.67	750.00	223.97	800.00	800.00	800.00	800.00
5381 Printing & Binding	4,298.00	5,491.18	3,600.00	1,892.00	3,468.00	3,600.00	3,600.00	3,600.00
Total	14,102.07	10,691.83	10,950.00	4,696.91	11,768.00	11,400.00	10,900.00	10,900.00
Supplies & Materials								
5420 Office Supplies	2,759.15	2,494.53	3,000.00	633.76	3,000.00	2,500.00	2,500.00	2,500.00
5461 Maintenance of Grounds	6,050.80		500.00		500.00	500.00	250.00	250.00
5581 Clothing, Gloves, Shoes	2,080.47	629.96	500.00	500.00	500.00	500.00	500.00	500.00
Total	10,890.42	3,124.49	4,000.00	1,133.76	4,000.00	3,500.00	3,250.00	3,250.00
Other Charges								
5152 Training	280.00	85.00	200.00		0.00		0.00	0.00
5730 Conference Expense	517.00		300.00	120.00	200.00		0.00	0.00
5731 Dues	742.60	657.60	800.00	200.00	800.00	500.00	250.00	250.00
Total	1,539.60	742.60	1,300.00	320.00	1,000.00	500.00	250.00	250.00
Total General Expenses (10)	26,532.09	14,558.92	16,250.00	6,150.67	16,768.00	15,400.00	14,400.00	14,400.00
Equipment & Unusual								
5461 Maintenance Contract, Grass Cutting	11,245.64							
Total Equipment & Unusual Expenses (15)	11,245.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: KALEIDOSCOPE, POOLS, SPRAY PARKS
SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 623-00

PERSONNEL

Bargaining Unit	Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010				
			Actual		Actual		July-December			Department Request		Mayor's Recommendation		Council Approval
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	# Total
1.	Program Instructors for Kaleidoscope and attendants at facilities		14	30,345.00	14	30,704.00	14	40,168	31,516.25	40,168.00	14		42,000.00	14 42,000.00 42,000.00
Total			14	30,345.00	14	30,704.00	14	40,168	31,516.25	40,168.00	14		42,000.00	14 42,000.00 42,000.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual		Actual		July-December			Department Request		Mayor's
	Expenditures		Expenditures		Budget	Actual Expenditures	Estimated Expenditures	Recommendation		Council Approval
5123 Temporary Help	30,345.00		30,704.00		40,168	31,516.25	40,168.00	42,000.00		42,000.00 42,000.00
Total Personnel Expenses (00)	30,345.00		30,704.00		40,168	31,516.25	40,168.00	42,000.00		42,000.00 42,000.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: KALEIDOSCOPE, POOLS, SPRAY PARKS

SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 623-10, 15

Classification	EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010			
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
Contractual Services									
5231 Water	9,470.40	75,418.74	40,000.00	4,261.82	56,489.00	132,000.00	132,000.00	132,000.00	
5395 Transportation of Persons	2,250.00	2,000.00	2,500.00	2,065.00	2,500.00	2,500.00	2,500.00	2,500.00	
Total	11,720.40	77,418.74	42,500.00	6,326.82	58,989.00	134,500.00	134,500.00	134,500.00	
Supplies & Materials									
5430 Public Safety Supplies	520.00	980.74	1,000.00	317.47	600.00	600.00	600.00	600.00	
5461 Maintenance of Grounds	3,642.35		2,500.00	283.53	2,500.00	2,500.00	2,500.00	2,500.00	
5500 First Aid Supplies	399.95	829.40	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00	
5591 Recreational	9,378.46	9,603.79	8,000.00	4,499.71	7,900.00	8,000.00	8,000.00	8,000.00	
Total	13,940.76	11,413.93	12,500.00	5,100.71	12,000.00	12,100.00	12,100.00	12,100.00	
Other Charges									
5152 First Aid Training	304.00		600.00		500.00	500.00	500.00	500.00	
Total	304.00	0.00	600.00	0.00	500.00	500.00	500.00	500.00	
Total General Expenses (10)	25,965.16	88,832.67	55,600.00	11,427.53	71,489.00	147,100.00	147,100.00	147,100.00	
Equipment & Unusual									
5276 Contractual Services Portable Restrooms Rental of Equipment / Spray Parks	4,926.85	7,020.75	5,000.00	4,141.05	5,000.00	5,000.00	5,000.00	5,000.00	
Total Equipment & Unusual Expenses (15)	4,926.85	7,020.75	5,000.00	4,141.05	5,000.00	5,000.00	5,000.00	5,000.00	

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F **SUB PROGRAM ELEMENT:** SUMMER FUN AT PROSPECT HILL

SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES **DEPARTMENT:** RECREATION **658**

STATEMENT OF OBJECTIVES:

To provide an opportunity for adventure, discovery, and developing social relationships through summer fun experiences for kindergarteners with a 1/2 day program with extended day options and elementary age boys and girls with a full day of activities. To provide middle school age youths with summer fun activities combined with volunteer job experiences as staff assistants. Many of the children attending these programs are of low and middle class income families. Registration fees charged make it possible for all to attend.

DESCRIPTION OF OUTPUT STATEMENT:

All day summer programs at Prospect Hill for an eight week summer season. To continue the opportunity for youngsters to learn more about and experience the outdoors, swimming, sporting activities, crafts and games. Our Pre-K program is for children entering kindergarten in September. The Summer Fun Program is for boys and girls in grades 1-6. Our LEAP (Leadership, Experience, Adventure Program) is our major summer program for middle school age youths in grades 7,8 and 9. Limited space and resources restrict the number of weeks each child can attend these programs. Additional summer programs have been added since 2006, but operate totally on a self-supporting basis. These additions include weekly activities for Waltham youths for most sports and drama. This element provides affordable summer recreation for children ages 5-14.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Summer Fun Programs	3	3	3
Different Participants	474	500	525
Total Attended	3,572	3,600	3,620
Revenue	\$75,000	\$78,000	\$80,000
Gross Cost / Participant	16.43	19.54	20.09
Net Cost / Session / Participant	(4.57)	(2.14)	(2.02)

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	44,896.50	47,481.75	55,844.00	52,391.25	55,844.00	59,796.00	59,796.00	59,796.00
Contractual Services	1,965.00	1,125.00	2,500.00	2,225.00	2,500.00	2,500.00	2,500.00	2,500.00
Supplies & Materials	10,047.72	9,594.93	10,000.00	2,406.62	11,571.00	10,000.00	10,000.00	10,000.00
Other Charges	264.00	480.00	400.00	24.00	400.00	400.00	400.00	400.00
Equipment & Unusual								
Operating Budget	\$57,173.22	\$58,681.68	\$68,744.00	\$57,046.87	\$70,315.00	\$72,696.00	\$72,696.00	\$72,696.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: SUMMER FUN AT PROSPECT HILL

SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 658-00

PERSONNEL

Bargaining Unit Position			FY 2010 Grade-Step		FY 2007		FY 2008		FY 2009				FY 2010					
					Actual # Expenditures		Actual # Expenditures		July-December # Budget		Actual Expenditures		Estimated Expenditures		Mayor's			Council Approval
															#	Department Request Rate	Request Total	
1.	Summer Fun Prog Instructors/PreK Instructors	18	44,896.50	18	47,481.75	14	39,368	52,391.25	55,844.00	14		40,756.00	14	40,756.00				40,756.00
2.	Lifeguard / Swimming Instructor					2	6,512					2		7,640.00	2	7,640.00	7,640.00	
3.	Asst Program Director					1	5,264					1		6,000.00	1	6,000.00	6,000.00	
4.	Middle School Program Supervisor					1	4,700					1		5,400.00	1	5,400.00	5,400.00	
Total					18	44,896.50	18	47,481.75	18	55,844	52,391.25	55,844.00	18		59,796.00	18	59,796.00	59,796.00

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5123 Temporary Help	44,896.50		47,481.75		55,844	52,391.25	55,844.00	59,796.00	59,796.00	59,796.00
Total Personnel Expenses (00)	44,896.50		47,481.75		55,844	52,391.25	55,844.00	59,796.00	59,796.00	59,796.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: SUMMER FUN AT PROSPECT HILL
SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 658-10

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5395 Transportation of Persons	1,965.00	1,125.00	2,500.00	2,225.00	2,500.00	2,500.00	2,500.00	2,500.00
Total	1,965.00	1,125.00	2,500.00	2,225.00	2,500.00	2,500.00	2,500.00	2,500.00
Supplies & Materials								
5461 Maintenance of Grounds	1,264.43							
5591 Recreational	8,783.29	9,594.93	10,000.00	2,406.62	11,571.00	10,000.00	10,000.00	10,000.00
Total	10,047.72	9,594.93	10,000.00	2,406.62	11,571.00	10,000.00	10,000.00	10,000.00
Other Charges								
5152 First Aid Training	264.00	480.00	400.00	24.00	400.00	400.00	400.00	400.00
Total	264.00	480.00	400.00	24.00	400.00	400.00	400.00	400.00
Total General Expenses (10)	12,276.72	11,199.93	12,900.00	4,655.62	14,471.00	12,900.00	12,900.00	12,900.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F **SUB PROGRAM ELEMENT:** SUPPORT OF RECREATIONAL ACTIVITIES

SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES **DEPARTMENT:** RECREATION 639-10

STATEMENT OF OBJECTIVES:

To support the (15) fifteen youth sport organizations in the City with operating expenses. To cover electrical costs of lighting outdoor recreational facilities such as: baseball, softball, and football fields, basketball courts, and tennis courts, from May -November. To supplement winter indoor program expenses incurred from rental of school gymnasiums to offer indoor winter recreation including winter and spring school vacation week programs for elementary and middle school age youths. Covers utilities expenses for all concession stand/press box buildings at various locations.

DESCRIPTION OF OUTPUT STATEMENT:

Supports winter recreation activities sponsored and offered by department: including after school programs, evening, and weekend programming. Assists youth sport organizations with support and financial help with operational expenses. Element covers costs to operate outdoor night lighting of basketball and tennis courts, baseball, softball and football fields. Increased requests reflects the addition of Waltham Youth Lacrosse Association not previously funded.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	\$0	\$0

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Games Played	4,800	4,900	5,000
Element Cost / Game	16.75	22.86	21.40
Element Cost / Diff Pmt	10.58	14.46	13.68
Total Diff Participants	7,600	7,750	7,825
Total Attendants	145,000	147,000	148,400

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel								
Contractual Services	36,691.88	37,988.65	45,000.00	14,385.76	48,000.00	47,000.00	47,000.00	47,000.00
Supplies & Materials	45,673.47	39,901.73	36,000.00	0.00	39,000.00	40,000.00	40,000.00	40,000.00
Other Charges	0.00	2,500.00	12,000.00	0.00	15,000.00	10,000.00	10,000.00	10,000.00
Equipment & Unusual	0.00	0.00	10,000.00	7,978.48	10,000.00	10,000.00	10,000.00	10,000.00
Operating Budget	\$82,365.35	\$80,390.38	\$103,000.00	\$22,364.24	\$112,000.00	\$107,000.00	\$107,000.00	\$107,000.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: SUPPORT OF RECREATIONAL ACTIVITIES
SUB-PROGRAM: PROVISION OF CULTURAL AND RECREATIONAL OPPORTUNITIES DEPARTMENT: RECREATION 639-10

	EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010			
			July-December						
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
Contractual Services									
5213 Light	32,090.38	33,473.15	35,000.00	14,385.76	41,000.00	40,000.00	40,000.00	40,000.00	
5395 Transportation of Persons	725.00	630.00	2,000.00		2,000.00	2,000.00	2,000.00	2,000.00	
5397 Instruction	3,876.50	3,885.50	8,000.00		5,000.00	5,000.00	5,000.00	5,000.00	
Total	36,691.88	37,988.65	45,000.00	14,385.76	48,000.00	47,000.00	47,000.00	47,000.00	
Supplies & Materials									
5591 Recreational	45,673.47	39,901.73	36,000.00		39,000.00	40,000.00	40,000.00	40,000.00	
Total	45,673.47	39,901.73	36,000.00	0.00	39,000.00	40,000.00	40,000.00	40,000.00	
Other Charges									
5799 Umpires		2,500.00	12,000.00		15,000.00	10,000.00	10,000.00	10,000.00	
Total	0.00	2,500.00	12,000.00	0.00	15,000.00	10,000.00	10,000.00	10,000.00	
Total General Expenses (10)	82,365.35	80,390.38	93,000.00	14,385.76	102,000.00	97,000.00	97,000.00	97,000.00	
Equipment & Unusual									
5591-01 Summer Youth Programs-PAL			10,000.00	7,978.48	10,000.00	10,000.00	10,000.00	10,000.00	
Total Equipment & Unusual Expenses (15)	0.00	0.00	10,000.00	7,978.48	10,000.00	10,000.00	10,000.00	10,000.00	

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F **SUB PROGRAM ELEMENT:** VETERAN'S MEMORIAL ICE SKATING RINK

SUB-PROGRAM: RECREATIONAL FACILITIES - ENTERPRISE - VETERANS MEMORIAL RII **DEPARTMENT:** RECREATION **64-631**

STATEMENT OF OBJECTIVES:

To continue to provide indoor ice skating for general public and provide necessary ice rental time for youth hockey programs at an affordable price. To expand upon programs and services to meet the needs of the community, while offering surrounding communities the opportunity to also enjoy the recreational benefits of this winter activity. To provide a facility built for winter indoor recreational activities which is clean, safe and enjoyed by many. These winter recreational activities promote and encourage vigorous exercise and relaxing skating during an extended winter season. Second year operations began September 15, 2006 and will close on April 15, 2007.

DESCRIPTION OF OUTPUT STATEMENT:

The indoor Veterans Memorial Ice Rink is managed and operated by the Recreation Department to provide a facility within the City of Waltham to accommodate Waltham Youth Hockey, high school hockey teams, public ice skating, ice skating lessons and department sponsored programs including: stick and puck for adults. The rink also provides available ice time for non-profit groups, and private groups wishing to rent the ice. Current fees for usage are restricted for three years as per lease agreement with State Department of Conservation and Recreation (DCR).

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	2,319	1,401
Medical & Life Insurance	29,633	46,732
Building Insurance	3,751	3,572
Worker's Compensation		30,927
Other Dept Allocations	9,093	11,869
Total	<u>\$44,796</u>	<u>\$94,501</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Total Number of Ice Rental Hours	2,054	2,025	2,030
Total Number of Public Skating Hrs	154	173	175
Total Number of In-House Prgm Hrs	19	35	35
Total Number of Non-Profit Groups	8	7	8
Total Number of Private groups	13	14	15
Total Attendance	130,070	130,070	131,000
Total Revenue	\$351,700	\$355,000	\$360,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	103,917.44	103,928.91	159,924.00	59,031.96	142,436.00	179,689.00	178,689.00	178,689.00
Contractual Services	174,929.22	168,268.28	174,400.00	62,313.88	184,466.00	186,200.00	171,700.00	171,700.00
Supplies & Materials	6,015.99	6,538.43	12,500.00	2,482.52	12,000.00	12,500.00	9,000.00	9,000.00
Other Charges	581.00	550.00	2,000.00	425.00	600.00	500.00	500.00	500.00
Equipment & Unusual	19,569.58	13,277.02	14,000.00	6,239.50	14,000.00	15,000.00	15,000.00	15,000.00
Special Items	10,032.00	10,043.00	12,000.00	10,130.00	12,000.00	12,000.00	12,000.00	12,000.00
Operating Budget	<u>\$315,045.23</u>	<u>\$302,605.64</u>	<u>\$374,824.00</u>	<u>\$140,622.86</u>	<u>\$365,502.00</u>	<u>\$405,889.00</u>	<u>\$386,889.00</u>	<u>\$386,889.00</u>

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: VETERAN'S MEMORIAL ICE SKATING RINK
SUB-PROGRAM: RECREATIONAL FACILITIES - ENTERPRISE - VETERANS MEMORIAL RII DEPARTMENT: RECREATION 64-631-00

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step				FY 2007		FY 2008		FY 2009			FY 2010						
				Actual # Expenditures		Actual # Expenditures		#	July-December		#	Department Request		Mayor's		Council Approval	
									Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	Recommendation #		Total
1.	LAB	Rec Facilities Supervisor II N	10-5	1	38,907.55	1	3,131.81	1	47,488	30.70	5,000.00	1	25.62	53,012.00	1	53,012.00	53,012.00
2.	LAB	Rec Facilities Supervisor I N	9-5	1	38,337.08	1	40,821.37	1	45,251	22,349.68	45,251.00	1	24.38	50,468.00	1	50,468.00	50,468.00
3.	LAB	Rec Facilities Supervisor I N	9-3			1	32,624.85	1	42,185	20,905.93	42,185.00	1	22.61	47,209.00	1	47,209.00	47,209.00
4.		Temporary / Seasonal			23,535.00		21,867.00		15,000	12,716.00	40,000.00			20,000.00		20,000.00	20,000.00
5.		Rink Director					5,000.00		5,000	2,465.74	5,000.00		5,000.00	5,000.00		5,000.00	5,000.00
Total				2	100,779.63	3	103,445.03	3	154,924	58,468.05	137,436.00	3		175,689.00	3	175,689.00	175,689.00

All three positions include maintenance responsibilities

These three employees are available from May-August to the CPW Department, if requested for the off-season

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5112 Wages - Full Time	77,244.63		76,578.03		134,924	43,286.31	92,436.00	150,689.00	150,689.00	150,689.00
5123 Temporary Help / Seasonal	23,535.00		21,867.00		15,000	12,716.00	40,000.00	20,000.00	20,000.00	20,000.00
5113 Salaries - Part-Time	-		5,000.00		5,000	2,465.74	5,000.00	5,000.00	5,000.00	5,000.00
5134 Overtime	3,137.81		483.88		5,000	563.91	5,000.00	4,000.00	3,000.00	3,000.00
Total Personnel Expenses (00)	103,917.44		103,928.91		159,924	59,031.96	142,436.00	179,689.00	178,689.00	178,689.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F SUB PROGRAM ELEMENT: VETERAN'S MEMORIAL ICE SKATING RINK
SUB-PROGRAM: RECREATIONAL FACILITIES - ENTERPRISE - VETERANS MEMORIAL RII DEPARTMENT: RECREATION 64-631-10

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual	Actual	July-December	Actual	Estimated	Department	Mayor's	Council
	Expenditures	Expenditures	Budget	Expenditures	Expenditures	Request	Recommendation	Approval
Contractual Services								
5210 Heat	13,160.91	11,438.46	15,000.00	3,501.45	15,000.00	15,000.00	15,000.00	15,000.00
5213 Lights	140,433.74	127,386.97	120,000.00	52,500.50	130,000.00	130,000.00	130,000.00	130,000.00
5231 Water & Sewer	8,498.74	13,034.22	9,000.00	334.52	12,000.00	12,000.00	12,000.00	12,000.00
5238 Services to Equipment	1,936.36	2,187.15	10,000.00	0.00	6,266.00	8,000.00	3,000.00	3,000.00
5245 Repair to Buildings & Grounds	6,936.87	2,278.47	9,000.00	986.03	10,000.00	10,000.00	3,000.00	3,000.00
5252 Repair to Equipment	2,465.40	10,618.01	10,000.00	3,791.38	10,000.00	10,000.00	7,500.00	7,500.00
5302 Advertising	297.20							
5325 Intrusion Detection	1,200.00	1,325.00	1,400.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
Total	174,929.22	168,268.28	174,400.00	62,313.88	184,466.00	186,200.00	171,700.00	171,700.00
Supplies & Materials								
5434 Building Supplies	3,333.39	4,733.86	6,000.00	310.62	6,000.00	6,000.00	3,000.00	3,000.00
5461 Maintenance of Grounds	1,212.00	1,069.59	5,000.00	1,362.91	4,500.00	5,000.00	4,500.00	4,500.00
5581 Clothing, Gloves, Shoes	1,470.60	734.98	1,000.00	808.99	1,000.00	1,000.00	1,000.00	1,000.00
5587 Small Tools			500.00		500.00	500.00	500.00	500.00
Total	6,015.99	6,538.43	12,500.00	2,482.52	12,000.00	12,500.00	9,000.00	9,000.00
Other Charges								
5152 Training	481.00	425.00	500.00	425.00	425.00	500.00	500.00	500.00
5730 Conference Expense	100.00	125.00	1,500.00		175.00	0.00	0.00	0.00
Total	581.00	550.00	2,000.00	425.00	600.00	500.00	500.00	500.00
Total General Expenses (10)	181,526.21	175,356.71	188,900.00	65,221.40	197,066.00	199,200.00	181,200.00	181,200.00

PROGRAM: CULTURAL AND RECREATIONAL ACTIVITIES F **SUB PROGRAM ELEMENT:** VETERAN'S MEMORIAL ICE SKATING RINK
SUB-PROGRAM: RECREATIONAL FACILITIES - ENTERPRISE - VETERANS MEMORIAL RII DEPARTMENT: RECREATION 64-631-15, 25

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual	Actual	July-December	Actual	Estimated	Department	Mayor's	Council
	Expenditures	Expenditures	Budget	Expenditures	Expenditures	Request	Recommendation	Approval
Equipment & Unusual								
5252 Contractual Services-Refrigeration Service	8,066.63	9,760.03	10,000.00	5,272.00	10,000.00	10,000.00	10,000.00	10,000.00
5263 Lighting Upgrade	8,051.99							
5630 State Assessment	3,450.96	3,516.99	4,000.00	967.50	4,000.00	5,000.00	5,000.00	5,000.00
Total Equipment & Unusual Expenses (15)	19,569.58	13,277.02	14,000.00	6,239.50	14,000.00	15,000.00	15,000.00	15,000.00
Special Items								
5747 Liability Insurance	10,032.00	10,043.00	12,000.00	10,130.00	12,000.00	12,000.00	12,000.00	12,000.00
Total Special Items (25)	10,032.00	10,043.00	12,000.00	10,130.00	12,000.00	12,000.00	12,000.00	12,000.00

PROGRAM: PUBLIC EDUCATION I

SUB PROGRAM ELEMENT: PUBLIC EDUCATION

SUB-PROGRAM: PUBLIC EDUCATION

DEPARTMENT: PUBLIC EDUCATION

STATEMENT OF OBJECTIVES:

DESCRIPTION OF OUTPUT STATEMENT:

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	2,402,984	2,449,300
Pension-Non Contributory	15,643	16,003
Pension Administration	128,192	200,404
Medical & Life Insurance	17,084,232	19,381,670
Building Repair & Maintenance	1,036	
Building Insurance	123,818	117,931
Motor Vehicle Maint & Repair	77,573	69,689
Motor Vehicle Insurance	6,958	6,355
Worker's Compensation	198,628	245,950
Total	<u>\$20,039,064</u>	<u>\$22,487,302</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	40,456,982.06	41,862,795.51	45,113,090.00	18,471,140.17		47,537,999.00		
Contractual Services								
Supplies & Materials								
Other Charges	14,407,383.81	14,095,030.82	15,649,041.00	6,486,469.46		15,544,871.00		
Equipment & Unusual								
Operating Budget	<u>\$51,169,431.04</u>	<u>\$55,957,826.33</u>	<u>\$60,762,131.00</u>	<u>\$24,957,609.63</u>	<u>\$0.00</u>	<u>\$63,082,870.00</u>	<u>\$59,434,828.00</u>	<u>\$62,882,828.00</u>

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** TRAFFIC ENGINEERING

SUB-PROGRAM: DEVELOPMENT PLANNING **DEPARTMENT:** TRAFFIC COMMISSION **491**

STATEMENT OF OBJECTIVES:

To promote and facilitate (1) safe and efficient travel along public ways in the City by persons afoot, in private vehicles, and utilizing public transportation services, (2) the efficient movement of goods, and (3) adequate terminal (parking) facilities.

DESCRIPTION OF OUTPUT STATEMENT:

To reduce the vehicular accident rate along public ways in the City by (1) modernizing the traffic signal installations which do not conform to current engineering standards, (2) applying appropriate traffic engineering remedies to other intersections and street segments with abnormal accident history, and (3) modernizing the City's traffic regulations and signing to make them rational and consistent.

To increase mobility and reduce travel delays by (1) synchronizing and updating traffic control signals along arterial streets, (2) improving the level of service (volume-capacity ratio) at important intersections within the City, (3) promoting improved public transportation services and operations within the City, and (4) developing plans and programs for major capital improvements to City's roadways and traffic control systems.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	10,038	4,329
Pension Administration	347	
Medical & Life Insurance	77,224	86,272
Heat, Light, Water	5,741	5,816
Building Repair & Maintenance	3,809	5,724
Building Insurance	135	128
Motor Vehicle Insurance	435	397
Motor Vehicle Maint & Repair	4,848	4,356
Workers' Compensation		4,485
Total	\$102,577	\$111,507

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Aluminum Sign Recycling (income)	\$467.00	\$800.00	\$800.00
Pre-Made Signs	\$7,152.00	\$8,000.00	\$8,000.00
Sign Blanks	\$3,716.00	\$5,000.00	\$7,000.00
Sign Film	\$11,092.00	\$10,000.00	\$15,000.00
Sign Post & Brackets	\$6,882.00	\$7,500.00	\$7,500.00
Paint / Thermosplastic	\$10,988.00	\$15,000.00	\$15,000.00
Total Signs Made In-House	1,500	3,000	3,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel	306,426.68	302,733.49	337,031.00	145,799.13	304,379.00	320,939.00	283,489.00	283,489.00
Contractual Services	19,038.38	13,107.45	17,530.00	619.99	17,078.00	17,118.00	11,398.00	10,698.00
Supplies & Materials	42,020.27	34,488.12	53,700.00	11,911.61	53,460.00	52,850.00	42,350.00	32,350.00
Other Charges	318.16	482.60	400.00	66.30	320.00	350.00	0.00	0.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	42,000.00	42,000.00
Operating Budget	\$367,803.49	\$350,811.66	\$408,661.00	\$158,397.03	\$375,237.00	\$391,257.00	\$379,237.00	\$368,537.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: TRAFFIC ENGINEERING

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: TRAFFIC COMMISSION 491-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request Rate	Total	Mayor's Recommendation #	Total	Council Approval
1.	Clerk		1	2,493.40	1	2,500.00	1	2,500	1,233.00	2,500.00	1	2,500.00	2,500.00			
2.	Transportation Director	19-6 (L8)	1	99,713.27	1	94,193.59	1	102,445	51,447.33	102,445.00	1	114,572.00	113,157.00			
3.	Transportation Director FT July - October	19-6 (L8)												1	35,514.00	35,514.00
4.	Asst to Transp Director	13-6 (L10)	1	70,349.58	1	71,884.72	1	75,942	38,157.77	75,942.00	1	78,844.00	78,844.00	1	75,942.00	75,942.00
5.	Principal Office Asst PT 19.5	8-6 (L8)	1	19,156.80	1	19,714.97	1	26,806	10,291.08	26,806.00	1	54,133.00	29,415.00	1	28,235.00	28,235.00
6.	LAB Heavy Motor Equip Operator	8-5	1	34,848.08	1	37,102.91	1	39,730	20,500.55	39,730.00	1	21.91	44,340.00	1	44,340.00	44,340.00
7.	LAB Motor Equipment Operator	7-5									1	20.98	42,683.00			
8.	LAB Highway Maint Person	6-6 (L10)	1	42,850.08	1	39,364.52	1	45,339	13,887.34	45,339.00				1	48,692.00	48,692.00
9.	LAB Laborer	6-6	1	30,267.84	1	29,800.32	1	36,269	3,616.75	3,617.00				1	44,266.00	44,266.00
Total			7	299,679.05	7	294,561.03	7	329,031	139,133.82	296,379.00	6	310,939.00		7	279,489.00	279,489.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	170,062.85	166,078.31	178,387	89,605.10	178,387.00	192,001.00	75,942.00	111,456.00
5113 Salaries - Part Time	21,650.20	22,214.97	29,306	11,524.08	29,306.00	31,915.00	66,249.00	30,735.00
5112 Wages - Full Time	107,966.00	106,267.75	121,338	38,004.64	88,686.00	87,023.00	137,298.00	137,298.00
5134 Overtime	6,747.63	8,172.46	8,000	6,665.31	8,000.00	10,000.00	4,000.00	4,000.00
Total Personnel Expenses (05)	306,426.68	302,733.49	337,031	145,799.13	304,379.00	320,939.00	283,489.00	283,489.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: TRAFFIC ENGINEERING

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: TRAFFIC COMMISSION 491-10, 15

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009			Department Request	Mayor's Recommendation	Council Approval
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures			
Contractual Services								
5231 Water	228.04	152.65	220.00	91.13	280.00	220.00	0.00	0.00
5241 Repair Equipment	931.60	616.06	300.00		0.00	0.00	0.00	0.00
5242 Maintenance of Office Equipment	150.00	157.50	160.00	157.50	158.00	158.00	158.00	158.00
5252 Repair Motorized Equipment	952.68	568.85	1,200.00	368.00	1,200.00	1,200.00	1,200.00	500.00
5253 Repair Small Tools			300.00		100.00	100.00	0.00	0.00
5302 Advertising	94.32					100.00	0.00	0.00
5340 Postage	19.44	56.79	50.00	3.36	40.00	40.00	40.00	40.00
5381 Printing & Binding		6,446.10	300.00		300.00	300.00	0.00	0.00
5398 Signs	16,662.30	5,109.50	15,000.00		15,000.00	15,000.00	10,000.00	10,000.00
Total	19,038.38	13,107.45	17,530.00	619.99	17,078.00	17,118.00	11,398.00	10,698.00
Supplies & Materials								
5420 Office Supplies	1,909.34	854.46	1,300.00	1,147.19	1,300.00	1,000.00	1,000.00	1,000.00
5430 Public Safety Supplies & Training	943.31	7,872.62	1,000.00		500.00	500.00	0.00	0.00
5540 Traffic Signs & Welding	28,464.02	10,868.47	20,000.00	5,439.45	20,000.00	20,000.00	20,000.00	10,000.00
5581 Clothing, Gloves	2,634.81	2,233.61	1,000.00	0.00	1,000.00	800.00	800.00	800.00
5587 Small Tools	186.24	1,059.18	400.00	289.22	400.00	400.00	400.00	400.00
5588 Welding	728.41	612.10	0.00	59.50	260.00	150.00	150.00	150.00
5598 Paint	7,154.14	10,987.68	30,000.00	4,976.25	30,000.00	30,000.00	20,000.00	20,000.00
Total	42,020.27	34,488.12	53,700.00	11,911.61	53,460.00	52,850.00	42,350.00	32,350.00
Other Charges								
5730 Conference Expense		95.00						
5731 Dues	318.16	387.60	400.00	66.30	320.00	350.00	0.00	0.00
Total	318.16	482.60	400.00	66.30	320.00	350.00	0.00	0.00
Total General Expenses (10)	61,376.81	48,078.17	71,630.00	12,597.90	70,858.00	70,318.00	53,748.00	43,048.00
Equipment & Unusual								
Engineer PT 19 hrs Nov-June							42,000.00	42,000.00
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	42,000.00	42,000.00

PROGRAM: COMMUNITY DEVELOPMENT **G** **SUB PROGRAM ELEMENT:** PARKING MANAGEMENT

SUB-PROGRAM: LAND USE **DEPARTMENT:** TRAFFIC COMMISSION **23-341**

STATEMENT OF OBJECTIVES:

To relieve congestion and to increase effective parking supply by promoting turnover of parking space. Maintenance of parking meters to insure that maximum revenue is obtained from metered parking spaces. To enhance the viability of business areas by developing and maintaining an adequate and well maintained parking supply.

DESCRIPTION OF OUTPUT STATEMENT:

Seven hundred eighty eight (788) parking spaces in Waltham are regulated by meters which vary in the time span depending on location. An additional three hundred three (303) parking spaces are enforced by four (4) ticket receipt machines, and two hundred twenty six (226) parking spaces are monitored without meters but by time limits. The meters are kept in good repair and the revenues are regularly collected. Enforcement is handled by four parking control officers.

This element is self supporting through the parking meter fund. The following costs can be directly attributed to this element:						
Indirect Costs	FY 2007	FY 2008	Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Pension-Contributory/FICA	1,546	1,603	Meter Revenue	\$259,375.00	\$240,000.00	\$250,000.00
Medical & Life Insurance	61,381	63,101	Monthly Stickers Revenue	\$12,630.00	\$21,000.00	\$21,000.00
Heat, Light, Water	5,741	5,816	Yearly Stickers Revenue	\$32,850.00	\$33,000.00	\$33,000.00
Building Repair & Maintenance	3,809	5,724	Senior Stickers Revenue	\$850.00	\$850.00	\$850.00
Building Insurance	135	128	PCO Ticket issuance	14,475	18,000	18,000
Motor Vehicle Insurance	435	397	PCO & Police Ticket Revenue	\$465,884.00	\$475,000.00	\$475,000.00
Motor Vehicle Maint & Repair	4,848	4,356				
Worker's Compensation		2,294				
Total	\$77,895	\$83,419				

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel	165,674.90	171,389.22	185,134.00	93,044.97	185,134.00	194,366.00	189,334.00	189,334.00
Contractual Services	60,109.46	59,303.17	61,630.00	28,433.51	63,318.00	65,758.00	65,758.00	65,758.00
Supplies & Materials	3,967.32	6,605.50	5,110.00	639.16	3,200.00	3,200.00	2,790.00	2,790.00
Other Charges	0.00	4,160.00	5,200.00	0.00	5,200.00	5,200.00	3,640.00	3,640.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00
Special Items	2,555.95	2,154.46	2,500.00	872.29	2,500.00	1,500.00	1,500.00	1,500.00
Less Receipts	(232,307.63)	(243,612.35)	(259,574.00)	0.00	0.00	0.00		
Operating Budget	\$0.00	\$0.00	\$0.00	\$122,989.93	\$259,352.00	\$270,024.00	\$323,022.00	\$323,022.00

Budget offset by receipts from meters

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: PARKING MANAGEMENT
SUB-PROGRAM: LAND USE DEPARTMENT: TRAFFIC COMMISSION 23-341-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			#	Actual Expenditures	#	Actual Expenditures	#	July-December		#	Department Request		Mayor's Recommendation		Council Approval	
								Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	#		Total
1.	Supervisor		1	2,500.50	1	2,500.00	1	2,500	1,233.00	2,500.00	1	2,500.00	2,500.00	1	2,500.00	2,500.00
2.	SPMG Parking Control Supervisor	11-6 (L11)	1	62,085.46	1	63,327.30	1	66,496	33,415.20	66,496.00	1	69,120.00	69,120.00	1	69,120.00	69,120.00
3.	Parking Control Off Ft	7-6 (L8)	1	35,781.20	1	36,320.28	1	41,673	20,998.15	41,673.00	1	23.78	43,449.00	1	41,673.00	41,673.00
4.	Parking Control Off Ft	7-6	1	35,077.54	1	36,389.75	1	38,586	19,577.37	38,586.00	1	22.02	40,231.00	1	38,586.00	38,586.00
5.	Parking Control Off Ft	7-6	1	30,230.20	1	32,851.89	1	35,879	17,821.25	35,879.00	1	22.02	39,066.00	1	37,455.00	37,455.00
Total			5	165,674.90	5	171,389.22	5	185,134	93,044.97	185,134.00	5	194,366.00		5	189,334.00	189,334.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	163,174.40	168,889.22	182,634	91,811.97	182,634.00	191,866.00	186,834.00	186,834.00
5113 Salaries - Part Time	2,500.50	2,500.00	2,500	1,233.00	2,500.00	2,500.00	2,500.00	2,500.00
Offset Receipt - Meter Revenue	(165,674.90)	(171,389.22)	(185,134)					
Total Personnel Expenses (05)	0.00	0.00	0	93,044.97	185,134.00	194,366.00	189,334.00	189,334.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: PARKING MANAGEMENT
SUB-PROGRAM: LAND USE DEPARTMENT: TRAFFIC COMMISSION 23-341-10

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5213 Light	42,628.92	41,158.94	45,000.00	16,592.85	45,000.00	45,000.00	45,000.00	45,000.00
5240 Cleaning & Sanitation	9,134.56	9,566.43	9,360.00	5,019.44	9,315.00	9,000.00	9,000.00	9,000.00
5241 Maintenance of Equipment Not MV	4,678.36	6,670.50	2,500.00	320.00	2,500.00	7,000.00	7,000.00	7,000.00
5242 Maintenance of Office Equipment	150.00	157.50	150.00	157.50	158.00	158.00	158.00	158.00
5261 Repair to Fences		500.00	1,000.00	2,025.00	2,025.00	1,000.00	1,000.00	1,000.00
5340 Postage	0.48		20.00		0.00	0.00	0.00	0.00
5381 Printing & Binding	3,517.14	1,249.80	3,600.00	4,318.72	4,320.00	3,600.00	3,600.00	3,600.00
Total	60,109.46	59,303.17	61,630.00	28,433.51	63,318.00	65,758.00	65,758.00	65,758.00
Supplies & Materials								
5420 Office Supplies	272.82		200.00		100.00	100.00	0.00	0.00
5430 Public Safety Supplies	1.00	236.70	100.00	1.00	10.00	10.00	0.00	0.00
5450 Cleaning & Supplies	172.90	25.92	100.00		100.00	100.00	0.00	0.00
5480 Batteries	561.69	562.25	1,000.00	638.16	640.00	640.00	640.00	640.00
5486 Gas & Oil	1,561.17	456.72	1,000.00		0.00	0.00	0.00	0.00
5539 Casting, Pipe, Lead		560.00	500.00		200.00	200.00	0.00	0.00
5581 Clothing, Glove, Shoes	328.49	99.99	150.00		150.00	150.00	150.00	150.00
5587 Small Tools		93.40	60.00		0.00	0.00	0.00	0.00
5602 Parking Meter Parts	1,069.25	4,570.52	2,000.00		2,000.00	2,000.00	2,000.00	2,000.00
Total	3,967.32	6,605.50	5,110.00	639.16	3,200.00	3,200.00	2,790.00	2,790.00
Other Charges								
5740 Insurance Surety Bond		4,160.00	5,200.00		5,200.00	5,200.00	3,640.00	3,640.00
Total	0.00	4,160.00	5,200.00	0.00	5,200.00	5,200.00	3,640.00	3,640.00
Offset Receipt - Meter Revenue	(64,076.78)	(70,068.67)	(71,940.00)					
Total General Expenses (10)	0.00	0.00	0.00	29,072.67	71,718.00	74,158.00	72,188.00	72,188.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: PARKING MANAGEMENT
SUB-PROGRAM: LAND USE DEPARTMENT: TRAFFIC COMMISSION 23-341-15, 25

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Equipment & Unusual								
Transfer to Medical Insurance Trust							60,000.00	60,000.00
Total	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00
Offset Receipt - Meter Revenue								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00
Special Items								
5150 Uniform Allowance	2,555.95	2,154.46	2,500.00	872.29	2,500.00	1,500.00	1,500.00	1,500.00
	2,555.95	2,154.46	2,500.00	872.29	2,500.00	1,500.00	1,500.00	1,500.00
Offset Receipt - Meter Revenue	(2,555.95)	(2,154.46)	(2,500.00)					
Total Special Items (25)	0.00	0.00	0.00	872.29	2,500.00	1,500.00	1,500.00	1,500.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A

SUB PROGRAM ELEMENT: TREASURER & COLLECTOR

SUB-PROGRAM: FINANCE

DEPARTMENT: TREASURER & COLLECTOR 036

STATEMENT OF OBJECTIVES:

Effectively manage all financial responsibilities of the Treasurer/Collector's office. Provide professional, high quality customer service and support to all the City's constituencies. Maintain state of the art financial software systems and services. Adequate staffing and resources are required to meet these objectives.

DESCRIPTION OF OUTPUT STATEMENT:

The Treasurer/Collector's office is responsible for the daily management of all the City's financial obligations as well as the administration of various programs and services. Responsibilities include cash management, investment activities, debt service administration, tax title management, parking ticket administration, deferred compensation, senior tax work-off program and municipal lien certificates. Collection management activities include real estate, personal property, water and sewer, parking tickets, excise tax and various committed bills throughout the City. Collection administration requires involvement in the Massachusetts Land Court as well as the local court systems. Work in conjunction with various departments in regards to inter-governmental services and software system administration.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	148,748	104,151
Pension Administration	9,611	9,804
Medical & Life Insurance	211,097	218,906
Heat, Light, Water	14,435	18,131
Building Repair & Maintenance	12,459	9,498
Building Insurance	638	607
Motor Vehicle Insurance	435	397
Motor Vehicle Maint & Repair	4,848	4,356
Total	\$402,271	\$365,850

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Committed Bills:			
Real Estate	64,000	64,000	64,000
Water	55,000	55,000	55,000
Excise	55,000	55,000	55,000
Departmental	5,000	5,000	5,000
Parking Ticket Revenue	465,884	500,000	550,000
Parking Violations	19,572	21,000	23,000
Municipal Liens	2,500	5,500	4,000
Number of Employees	2,468	2,400	2,400
Number of Payroll Checks	83,513	80,000	80,000
Number of Vendor Checks	15,125	15,000	15,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	706,819.14	740,818.96	793,014.00	397,006.28	793,014.00	828,798.00	797,107.00	797,107.00
Contractual Services	235,889.70	235,595.19	248,400.00	74,655.29	248,300.00	245,150.00	216,000.00	216,000.00
Supplies & Materials	6,414.16	6,654.02	6,000.00	1,869.59	6,000.00	5,500.00	5,500.00	5,500.00
Other Charges	19,415.69	19,850.33	20,000.00	5,484.44	20,100.00	19,700.00	16,400.00	16,400.00
Equipment & Unusual	508.96	0.00	0.00	0.00	0.00	20,000.00	5,000.00	5,000.00
Operating Budget	\$969,047.65	\$1,002,918.50	\$1,067,414.00	\$479,015.60	\$1,067,414.00	\$1,119,148.00	\$1,040,007.00	\$1,040,007.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT **A** **SUB PROGRAM ELEMENT:** TREASURER & COLLECTOR
SUB-PROGRAM: FINANCE **DEPARTMENT:** TREASURER & COLLECTOR 036-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual		Actual		July-December			Department Request		Mayor's		Council Approval		
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total		#	Recommendation Total
1.	Treasurer & Collector	19-6 (L10)	1	104,672.60	1	106,766.16	1	111,665	56,117.66	111,665.00	1	116,694.00	116,163.00	1	112,177.00	112,177.00
2.	Asst Treasurer & Coll	16-6 (L10)	1	87,155.22	1	88,898.41	1	93,086	46,779.94	93,086.00	1	96,502.00	96,502.00	1	93,086.00	93,086.00
3.	Dept Coll / AR Manager	14-6 (L9)	1	68,846.82	1	73,033.90	1	79,612	39,979.08	79,612.00	1	83,377.00	82,867.00	1	79,858.00	79,858.00
4.	Accountant	11-6 (L9)	1	59,385.40	1	61,615.73	1	64,698	32,511.99	64,698.00	1	67,874.00	67,822.00	1	65,248.00	65,248.00
5.	Junior Accountant	10-6	1	46,420.23	1	50,058.18	1	55,509	26,589.30	55,509.00	1	57,741.00	57,741.00	1	55,509.00	55,509.00
6.	Administrative Assistant	10-6	1	46,875.73	1	50,209.54	1	55,509	27,868.26	55,509.00	1	57,741.00	57,741.00	1	55,509.00	55,509.00
7.	Senior Cust Serv Asst	6-6 (L10)	1	43,873.52	1	44,751.09	1	47,169	23,701.51	47,169.00	1	49,207.00	49,207.00	1	47,169.00	47,169.00
8.	Customer Service Asst	5-4	1	26,502.34	1	32,810.20	1	36,057	18,104.10	36,057.00	1	39,168.00	39,168.00	1	37,477.00	37,477.00
9.	Customer Service Asst	5-3			1	29,733.46	1	34,692	17,322.60	34,692.00	1	37,705.00	37,705.00	1	36,057.00	36,057.00
10.	Customer Service Asst PT		1	26,272.50												

PROGRAM: GENERAL MANAGEMENT & SUPPORT A

SUB PROGRAM ELEMENT: TREASURER & COLLECTOR

SUB-PROGRAM: FINANCE

DEPARTMENT: TREASURER & COLLECTOR 037-05

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual Expenditures		Actual Expenditures		July-December			Department Request			Mayor's Recommendation		Council Approval	
							#	Budget	Actual Expenditures							Estimated Expenditures
Payroll			#		#		#			#			#			
11.	Payroll Spvr / Benefits Coord	12-6 (L10)	1	66,448.77	1	67,777.77	1	71,118	35,738.53	71,118.00	1	73,876.00	73,876.00	1	71,118.00	71,118.00
12.	Principal Office Asst	8-6 (L8)	1	44,817.31	1	48,529.12	1	51,962	26,102.35	51,962.00	1	54,133.00	54,133.00	1	51,962.00	51,962.00
13.	Associate Office Asst	7-6 (L8)	1	45,663.58	1	46,576.74	1	49,056	24,650.06	49,056.00	1	51,139.00	51,139.00	1	49,056.00	49,056.00
14.	Sr Office Assistant	6-6	1	39,885.12	1	40,058.66	1	42,881	21,540.90	42,881.00	1	44,734.00	44,734.00	1	42,881.00	42,881.00
Total			13	706,819.14	13	740,818.96	13	793,014	397,006.28	793,014.00	13	828,798.00		13	797,107.00	797,107.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	680,547	740,819	793,014	397,006.28	793,014.00	828,798.00	797,107.00	797,107.00
5113 Salaries - Part Time	26,272.50	0.00	0	0.00	0.00	0.00	0.00	0.00
Total Personnel Expenses (05)	706,819.14	740,818.96	793,014	397,006.28	793,014.00	828,798.00	797,107.00	797,107.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A

SUB PROGRAM ELEMENT:

TREASURER & COLLECTOR

SUB-PROGRAM: FINANCE

DEPARTMENT:

TREASURER & COLLECTOR 036-10, 15

EXPENDITURES

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5231 Water	289.18	307.90	400.00	119.31	300.00	150.00	0.00	0.00
5242 Maintenance of Office Equipment	3,975.38	2,573.36	4,000.00	1,421.45	3,500.00	3,500.00	3,000.00	3,000.00
5310 Legal Advertising	4,122.74	1,342.80	4,000.00	0.00	2,500.00	2,500.00	2,500.00	2,500.00
5311 Shortages	205.09	(96.50)		(9.90)				
5340 Postage	52,871.36	68,762.29	65,000.00	10,137.13	65,000.00	68,000.00	50,000.00	50,000.00
5347 Arbitrage Services	4,000.00	4,500.00	6,000.00	4,500.00	6,000.00	6,000.00	5,500.00	5,500.00
5381 Printing & Binding	17,805.70	14,740.34	10,000.00	6,936.58	15,000.00	12,000.00	10,000.00	10,000.00
5386 Banking Services	59,892.06	54,895.96	66,000.00	21,243.11	66,000.00	63,000.00	55,000.00	55,000.00
5399 Processing Charges	92,728.19	88,569.04	93,000.00	30,307.61	90,000.00	90,000.00	90,000.00	90,000.00
Total	235,889.70	235,595.19	248,400.00	74,655.29	248,300.00	245,150.00	216,000.00	216,000.00
Supplies & Materials								
5420 Office Supplies	6,414.16	6,654.02	6,000.00	1,869.59	6,000.00	5,500.00	5,500.00	5,500.00
Total	6,414.16	6,654.02	6,000.00	1,869.59	6,000.00	5,500.00	5,500.00	5,500.00
Other Charges								
5312 Foreclosure Costs / Recording	12,683.24	11,974.60	12,000.00	1,150.00	12,000.00	12,000.00	12,000.00	12,000.00
5325 Intrusion Detection	420.00	420.00	400.00		400.00	400.00	400.00	400.00
5730 Conference Expense	1,443.45	748.84	1,600.00	606.49	1,200.00	800.00	0.00	0.00
5731 Dues	1,169.00	3,006.89	2,000.00	827.95	2,500.00	2,500.00	0.00	0.00
5740 Insurance Surety Bonds	3,700.00	3,700.00	4,000.00	2,900.00	4,000.00	4,000.00	4,000.00	4,000.00
Total	19,415.69	19,850.33	20,000.00	5,484.44	20,100.00	19,700.00	16,400.00	16,400.00
Total General Expenses (10)	261,719.55	262,099.54	274,400.00	82,009.32	274,400.00	270,350.00	237,900.00	237,900.00
Equipment & Unusual								
5300 Title Searches for Foreclosures						20,000.00	5,000.00	5,000.00
5850 Office Equipment	508.96							
Total Equipment & Unusual Expenses (15)	508.96	0.00	0.00	0.00	0.00	20,000.00	5,000.00	5,000.00

PROGRAM:	GENERAL MANAGEMENT & SUPPORT	A	SUB PROGRAM ELEMENT:	ADMINISTRATION OF TRUST FUNDS
SUB-PROGRAM:	FINANCE		DEPARTMENT:	TREASURER & COLLECTOR 038

STATEMENT OF OBJECTIVES:

To provide responsible financial management for the City of Waltham trust funds. The investment objective seeks to preserve the value of the portfolio's principal while providing a consistent income stream to meet the annual trust find income requirements.

DESCRIPTION OF OUTPUT STATEMENT:

The Trust Fund Committee is responsible for the management of monies bequeathed to the City of Waltham for the benefit of the City's residents.

There are no indirect costs directly associated with this element.						
Indirect Costs	FY 2007	FY 2008	Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
			Number of Trust Funds	76	78	80
			Library Income	5,220	5,300	5,300
			Charity Income	3,548	3,600	3,600
			Cemetery Income	87,021	90,000	90,000
			Scholarship Income	133,062	135,000	140,000
			Other Income	12,865	13,000	13,000
			Library Book Value	94,103	95,000	95,000
			Charity Book Value	63,898	64,000	64,000
			Scholarship Book Value	1,588,141	1,590,000	1,620,000
Total	\$0	\$0	Cemetery Book Value	2,575,892	2,576,000	2,576,000
			Other Book Value	305,276	306,000	306,000

COST SUMMARY BY CLASSIFICATION

	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	3,500.20	3,600.00	4,000.00	1,693.20	4,000.00	4,000.00	1,000.00	1,000.00
Contractual Services	14,626.33	15,153.11	17,000.00	7,637.75	17,000.00	17,000.00	15,500.00	15,500.00
Supplies & Materials								
Other Charges								
Equipment & Unusual								
Operating Budget	\$18,126.53	\$18,753.11	\$21,000.00	\$9,330.95	\$21,000.00	\$21,000.00	\$16,500.00	\$16,500.00

PROGRAM: GENERAL MANAGEMENT & SUPPORT A SUB PROGRAM ELEMENT: ADMINISTRATION OF TRUST FUNDS
SUB-PROGRAM: FINANCE DEPARTMENT: TREASURER & COLLECTOR 038-05

PERSONNEL

Bargaining Unit Position		FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
			Actual Expenditures		Actual Expenditures		#	July-December		Mayor's			Council Approval			
								Budget	Actual Expenditures	Estimated Expenditures	Department Request	Recommendation				
#			#		#					#	Rate	Total	#	Total		
1.	Trust Fund Commissioner	*	3	2,500.00	3	2,600.00	3	3,000	1,200.00	3,000.00	3	100.00	3,000.00	3	0.00	0.00
2.	Asst Clerk & Custodian		1	1,000.20	1	1,000.00	1	1,000	493.20	1,000.00	1	100.00	1,000.00	1	1,000.00	1,000.00
Total			4	3,500.20	4	3,600.00	4	4,000	1,693.20	4,000.00	4	4,000.00		4	1,000.00	

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5113 Salaries - Part Time	1,000.20	1,000.00	1,000	493.20	1,000.00	1,000.00	1,000.00	1,000.00
5194 Boards & Commissions	2,500.00	2,600.00	3,000	1,200.00	3,000.00	3,000.00	0.00	0.00
Total Personnel Expenses (05)	3,500.20	3,600.00	4,000	1,693.20	4,000.00	4,000.00	1,000.00	1,000.00

PROGRAM:	GENERAL MANAGEMENT & SUPPORT		A	SUB PROGRAM ELEMENT:		ADMINISTRATION OF TRUST FUNDS		
SUB-PROGRAM:	FINANCE			DEPARTMENT:		TREASURER & COLLECTOR 038-10		
	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
				Actual	Estimated			
Classification	Actual Expenditures	Actual Expenditures	Budget	Expenditures	Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5385 Management Fees	14,626.33	15,153.11	17,000.00	7,637.75	17,000.00	17,000.00	15,500.00	15,500.00
Total	14,626.33	15,153.11	17,000.00	7,637.75	17,000.00	17,000.00	15,500.00	15,500.00
Total General Expenses (10)	14,626.33	15,153.11	17,000.00	7,637.75	17,000.00	17,000.00	15,500.00	15,500.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE **A** **SUB PROGRAM ELEMENT:** VETERANS BENEFITS & SERVICES

SUB-PROGRAM: VETERANS AFFAIRS **DEPARTMENT:** VETERANS SERVICES **551**

STATEMENT OF OBJECTIVES:

To provide emergency and/or permanent financial and medical assistance to the veterans of our armed services, their widows, and dependents. To aid all discharged veterans in handling their personal affairs and problems. This assistance includes MA Veterans services benefits and/or Federal Veterans Administration benefits of compensation, pension, hospitalization, education, rehabilitation, or burial by supplying, aiding in completing application forms, and forwarding through proper channels.

DESCRIPTION OF OUTPUT STATEMENT:

The Veterans program element output demonstrated that the City continues to provide assistance to Veterans, their widows and dependents. This financial assistance is translated into concrete benefits (cash allowances, medical care and VA benefits instruction and information).

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	118,837	118,349
Pension-Non Contributory	19,108	15,736
Pension Administration	8,072	12,195
Medical & Life Insurance	89,821	102,714
Heat, Light, Water	4,593	4,653
Building Repair & Maintenance	3,047	4,580
Building Insurance	108	103
Total	\$243,586	\$258,330

	FY 2008	FY 2009	FY 2010
Output Measure	Actual	Estimated	Projected
Number of Cases Yearly	950	1,050	1,050
Yearly Cash Benefits	\$200,000	\$200,000	\$200,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	143,203.50	140,915.10	152,895.00	74,492.01	152,895.00	158,862.00	153,036.00	153,036.00
Contractual Services	1,541.63	2,241.47	4,400.00	805.58	3,650.00	3,650.00	3,550.00	3,550.00
Supplies & Materials	4,546.37	4,643.09	5,075.00	4,424.53	5,075.00	5,075.00	575.00	575.00
Other Charges	162,162.64	165,008.13	202,500.00	83,657.72	201,900.00	201,900.00	201,650.00	201,650.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$311,454.14	\$312,807.79	\$364,870.00	\$163,379.84	\$363,520.00	\$369,487.00	\$358,811.00	\$358,811.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE A SUB PROGRAM ELEMENT: VETERANS BENEFITS & SERVICES
SUB-PROGRAM: VETERANS AFFAIRS DEPARTMENT: VETERANS SERVICES 551-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step				FY 2007		FY 2008		FY 2009			FY 2010						
				Actual # Expenditures		Actual # Expenditures		July-December			Mayor's			Council			
								#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request	#	Recommendation	#	Approval
Rate	Total	Total															
1.	*	Dir of Vets Service / License	16-6 (L10)	1	86,363.17	1	88,090.47	1	92,945	46,598.10	92,945.00	1	96,502.00	96,502.00	1	93,086.00	93,086.00
2.		Administrative Assistant	10-6 (L8)	1	56,840.33	1	52,824.63	1	59,950	27,893.91	59,950.00	1	62,360.00	62,360.00	1	59,950.00	59,950.00
Total				2	143,203.50	2	140,915.10	2	152,895	74,492.01	152,895.00	2	158,862.00		2	153,036.00	153,036.00

* State law requires full-time director due to City's population

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	143,203.50		140,915.10		152,895	74,492.01	152,895.00	158,862.00	153,036.00	153,036.00
Total Personnel Expenses (05)	143,203.50		140,915.10		152,895	74,492.01	152,895.00	158,862.00	153,036.00	153,036.00

PROGRAM: IMPROVEMENT OF THE GENERAL WELFARE A
SUB-PROGRAM: VETERANS AFFAIRS

SUB PROGRAM ELEMENT: VETERANS BENEFITS & SERVICES
DEPARTMENT: VETERANS SERVICES 551-10, 15

	EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010			
			July-December						
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval	
Contractual Services									
5192 Mileage Allowance	699.96	699.96	700.00	349.98	700.00	700.00	700.00	700.00	
5231 Water	82.37	164.53	100.00	71.76	100.00				
5242 Maintenance of Office Equipment	389.08	252.00	450.00	252.00	450.00	450.00	450.00	450.00	
5317 Medical & Dental			500.00						
5340 Postage	249.69	510.95	600.00		600.00	600.00	600.00	600.00	
5381 Printing & Binding		65.00	300.00	66.00	300.00	300.00	300.00	300.00	
5395 Transportation of Persons			250.00			100.00	0.00	0.00	
5460 Maintenance Vets Square Signs	120.53	549.03	1,500.00	65.84	1,500.00	1,500.00	1,500.00	1,500.00	
Total	1,541.63	2,241.47	4,400.00	805.58	3,650.00	3,650.00	3,550.00	3,550.00	
Supplies & Materials									
5420 Office Supplies	323.57	418.29	425.00	199.73	425.00	425.00	425.00	425.00	
5423 Books & Manuals	18.00	20.00	150.00	20.00	150.00	150.00	150.00	150.00	
5580 Flags & Bunting	4,204.80	4,204.80	4,500.00	4,204.80	4,500.00	4,500.00	0.00	0.00	
Total	4,546.37	4,643.09	5,075.00	4,424.53	5,075.00	5,075.00	575.00	575.00	
Other Charges									
5730 Conference Expense	407.00	386.00	600.00						
5731 Dues	85.00	85.00	250.00	85.00	250.00	250.00	0.00	0.00	
5770 Veterans Benefits	160,206.74	162,531.33	200,000.00	83,322.72	200,000.00	200,000.00	200,000.00	200,000.00	
5793 Memorial Day	1,238.90	1,355.80	1,400.00		1,400.00	1,400.00	1,400.00	1,400.00	
5804 Veteran's Day	225.00	650.00	250.00	250.00	250.00	250.00	250.00	250.00	
Total	162,162.64	165,008.13	202,500.00	83,657.72	201,900.00	201,900.00	201,650.00	201,650.00	
Total General Expenses (10)	168,250.64	171,892.69	211,975.00	88,887.83	210,625.00	210,625.00	205,775.00	205,775.00	
Equipment & Unusual									
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B**

SUB-PROGRAM: CONSUMER PROTECTION

SUB PROGRAM ELEMENT: LICENSING

DEPARTMENT: LICENSE COMMISSION **041**

STATEMENT OF OBJECTIVES:

To issue licenses and permits to serve the public needs and to protect the common good.

DESCRIPTION OF OUTPUT STATEMENT:

To provide an adequate number of places at which the public may obtain different sorts of alcoholic beverages for consumption on and/or off the premises and to provide for an adequate number of restaurants at which the public may obtain prepared meals to be consumed on the premises. Alcohol licenses and common victual licenses are granted at the discretion of the Licensing Board dependent on the public good. The Licensing Board also approves entertainment licenses and permits for coin operated amusement devices.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	465	139
Heat, Light, Water	1,148	1,163
Building Repair & Maintenance	762	1,145
Building Insurance	27	26
Total	\$2,402	\$2,473

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of Licenses	98	98	98
Common Victualer	140	140	140
Filing Fee	16	20	20
Amusement Device Permits	32	15	15
Entertainment	35	35	35
Dance Permits	14	14	14
Special Permits	62	55	55
Revenue from Licenses & Permits	\$290,000	\$290,000	\$290,000

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	11,999.56	12,600.00	12,600.00	6,879.34	12,600.00	12,600.00	3,000.00	3,000.00
Contractual Services	2,392.09	2,532.92	3,480.00	1,066.00	3,480.00	3,480.00	3,350.00	3,350.00
Supplies & Materials	340.94	316.15	500.00	0.00	500.00	500.00	500.00	500.00
Other Charges	50.00	50.00	200.00	50.00	200.00	200.00	50.00	50.00
Equipment & Unusual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	\$14,782.59	\$15,499.07	\$16,780.00	\$7,995.34	\$16,780.00	\$16,780.00	\$6,900.00	\$6,900.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B SUB PROGRAM ELEMENT: LICENSING
SUB-PROGRAM: CONSUMER PROTECTION DEPARTMENT: LICENSE COMMISSION 041-05

PERSONNEL

Bargaining Unit Position FY 2010 Grade-Step			FY 2007		FY 2008		FY 2009				FY 2010					
			Actual # Expenditures		Actual # Expenditures		July-December				Mayor's				Council Approval	
							#	Budget	Actual Expenditures	Estimated Expenditures	#	Department Request		Recommendation		
						Rate						Total	#	Total		
1.	License Commission	*	3	9,000.00	3	9,600.00	3	9,600	5,400.00	9,600.00	3	3,200.00	9,600.00	3	0.00	0.00
2.	Assistant to License Commission		1	2,999.56	1	3,000.00	1	3,000	1,479.34	3,000.00	1	3,000.00	3,000.00	1	3,000.00	3,000.00
Total			4	11,999.56	4	12,600.00	4	12,600	6,879.34	12,600.00	4	12,600.00		4	3,000.00	3,000.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007		FY 2008		FY 2009			FY 2010		
	Actual Expenditures		Actual Expenditures		Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5113 Salaries - Part Time	2,999.56		3,000.00		3,000	1,479.34	3,000.00	3,000.00	3,000.00	3,000.00
5194 Boards & Commissions	9,000.00		9,600.00		9,600	5,400.00	9,600.00	9,600.00	0.00	0.00
Total Personnel Expenses (05)	11,999.56		12,600.00		12,600	6,879.34	12,600.00	12,600.00	3,000.00	3,000.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B
SUB-PROGRAM: CONSUMER PROTECTION

SUB PROGRAM ELEMENT: LICENSING
DEPARTMENT: LICENSE COMMISSION 041-10, 15

EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5242 Maintenance of Office Equipment			130.00		130.00	130.00	0.00	0.00
5314 Stenographer	1,750.00	1,750.00	2,250.00	900.00	2,250.00	2,250.00	2,250.00	2,250.00
5340 Postage	357.62	450.15	500.00	100.00	500.00	500.00	500.00	500.00
5381 Printing & Binding	284.47	332.77	600.00	66.00	600.00	600.00	600.00	600.00
Total	2,392.09	2,532.92	3,480.00	1,066.00	3,480.00	3,480.00	3,350.00	3,350.00
Supplies & Materials								
5420 Office Supplies	280.94	250.15	300.00		300.00	300.00	300.00	300.00
5423 Books & Manuals	60.00	66.00	200.00		200.00	200.00	200.00	200.00
Total	340.94	316.15	500.00	0.00	500.00	500.00	500.00	500.00
Other Charges								
5731 Dues	50.00	50.00	200.00	50.00	200.00	200.00	50.00	50.00
Total	50.00	50.00	200.00	50.00	200.00	200.00	50.00	50.00
Total General Expenses (10)	2,783.03	2,899.07	4,180.00	1,116.00	4,180.00	4,180.00	3,900.00	3,900.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY **B** **SUB PROGRAM ELEMENT:** GENERAL SUPPORT & INSPECTION
SUB-PROGRAM: ELECTRICAL SYSTEM **DEPARTMENT:** ELECTRICIANS/SIGNAL MAINTENANCE
ELECTRIC WIRES 121,122, 124

STATEMENT OF OBJECTIVES:

To provide the administrative direction and services so that the activities conducted in the electrical systems sub-program are able to operate efficiently and effectively. To reduce the possibility of injury to persons or property due to faulty or improper electrical systems by increasing the inspections and better enforcement of electrical construction codes. To provide night lighting and accurate time to all that view the Beth Eden Tower Clock and the Waltham Common clock. To insure the safety of human life and property in all public buildings. Installing and maintaining all electrical systems for light, heat and power.

Traffic: To safeguard human life and property by installing, maintaining, and upgrading the traffic control system.

Police: To safeguard human life and property by installing and maintaining the fire and police network.

Radio: To safeguard human life and property by insuring rapid communication between citizens, Police and Fire departments through properly maintained and upgraded communication system.

DESCRIPTION OF OUTPUT STATEMENT:

Administers all electrical system programs aimed at protection of person and property. Oversees all installation and maintenance operations and inspects electrical systems in public and private buildings. Serves as a central point for citizen inquiries and problems related to electrical systems. The Beth Eden Clock, located at Maple and Moody Streets, stands approximately 100 feet high and is lighted at night. It provides those in view with the correct time. The Common clock provides time to all travelers to and from the City.

Efforts to better protect persons and property are reflected in the steadily increasing number of safety devices such as traffic lights, fire boxes, and radios.

The cost of this element should include the cost of services provided by other departments. The following costs can be directly attributed to this element:		
Indirect Costs	FY 2007	FY 2008
Pension-Contributory/FICA	313,711	295,913
Pension-Non Contributory	12,333	12,693
Pension Administration	21,268	30,220
Medical & Life Insurance	295,518	307,800
Heat, Light, Water	41,028	35,947
Building Repair & Maintenance	39,575	37,742
Building Insurance	434	414
Motor Vehicle Insurance	4,349	3,972
Motor Vehicle Maint & Repair	48,483	43,556
Total	<u>\$776,699</u>	<u>\$768,257</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
City Clocks	2	2	2
Public Buildings:			
Fire Stations	6	6	6
Pumping Stations	5	5	5
Other Buildings	10	10	10
Playgrounds	9	9	9
Parking Lots	7	7	7
Common Lights	35	35	35
Fire Boxes		706	711
Traffic Lights		72	73

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December			Department Request	Mayor's Recommendation	Council Approval
			Budget	Actual Expenditures	Estimated Expenditures			
Personnel	603,458.65	606,794.51	648,884.00	304,692.16	596,556.23	669,209.00	552,405.00	552,405.00
Contractual Services	168,331.45	167,472.41	213,600.00	99,132.38	210,300.00	210,300.00	165,750.00	165,750.00
Supplies & Materials	60,636.16	53,916.91	59,800.00	13,547.83	58,300.00	58,800.00	35,100.00	35,100.00
Other Charges	39,417.50	43,691.65	44,150.00	29,000.18	43,700.00	43,700.00	11,100.00	11,100.00
Equipment & Unusual	0.00	13,500.00	3,000.00	0.00	5,000.00	5,000.00	3,000.00	3,000.00
Operating Budget	<u>\$871,843.76</u>	<u>\$885,375.48</u>	<u>\$969,434.00</u>	<u>\$446,372.55</u>	<u>\$913,856.23</u>	<u>\$987,009.00</u>	<u>\$767,355.00</u>	<u>\$767,355.00</u>

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B SUB PROGRAM ELEMENT: GENERAL SUPPORT & INSPECTION
ELECTRICIANS/SIGNAL MAINTENANCE
SUB-PROGRAM: ELECTRICAL SYSTEM DEPARTMENT: ELECTRIC WIRES 121,122, 124

PERSONNEL

Bargaining Unit Position			FY 2007		FY 2008		FY 2009			FY 2010						
			Actual		Actual		July-December			Department Request		Mayor's		Council		
			#	Expenditures	#	Expenditures	#	Budget	Actual Expenditures	Estimated Expenditures	#	Rate	Total	#	Total	Approval
1.	Inspector of Wires	16-6 (L11)	1	87,947.80	1	89,706.80	1	93,933	47,205.23	93,933.00	1	97,379.00	97,379.00			
2.	Inspector of Wires (PT 19 hrs)													0.5	50,992.00	50,992.00
3.	SPMG Asst Inspector of Wires	14-6 (L10)	1	74,465.22	1	76,185.71	1	80,349	26,081.34	80,349.00	1	84,142.00	84,142.00	1	84,142.00	84,142.00
4.	SPMG S, E & C Supervisor/Foreman	14-6 (L9)	1	74,465.22	1	75,954.50	1	79,612	40,007.81	79,612.00	1	83,377.00	83,250.00	1	83,250.00	83,250.00
5.	SPMG Sr Wires Inspector	13	1	70,349.58	1	71,756.62	1	75,712	23,384.23	23,384.23	1	59,118.00	59,118.00			
6.	LAB Electrician	11-6 (L8)	1	63,935.63	2	133,610.21	2	139,827	71,896.67	139,827.00	2	76,901.00	153,802.00	2	153,802.00	153,802.00
7.	LAB Electrician	11	1	63,935.61												
8.	LAB Signal Maintainer	9-6 (L10)	1	48,926.28	1	50,447.51	1	51,655	26,843.24	51,655.00	1	26.53	55,399.00	1	55,399.00	55,399.00
9.	LAB Signal Maintainer	9-5	1	37,709.76	1	40,185.62	1	42,811	22,043.63	42,811.00	1	23.00	47,749.00	1	47,749.00	47,749.00
10.	Office Coordinator	9-6 (L9)	1	51,790.36	1	42,289.85	1	55,985	27,971.70	55,985.00	1	58,370.00	58,370.00	1	56,071.00	56,071.00
11.	Part Time Help			13,957.65		13,725.55		16,000	9,980.30	16,000.00			16,000.00		16,000.00	16,000.00
Total			9	587,483.11	9	593,862.37	9	635,884	295,414.15	583,556.23	9	655,209.00		7.5	547,405.00	547,405.00

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5111 Salaries - Full Time	359,018.18	355,893.48	385,591	164,650.31	333,263.23	382,259.00	274,455.00	274,455.00
5112 Wages - Full Time	214,507.28	224,243.34	234,293	120,783.54	234,293.00	256,950.00	256,950.00	256,950.00
5114 Wages - Part Time	13,957.65	13,725.55	16,000	9,980.30	16,000.00	16,000.00	16,000.00	16,000.00
5133 Overtime - Callbacks	15,975.54	12,932.14	13,000	9,278.01	13,000.00	14,000.00	5,000.00	5,000.00
Total Personnel Expenses (05)	603,458.65	606,794.51	648,884	304,692.16	596,556.23	669,209.00	552,405.00	552,405.00

PROGRAM: PROTECTION OF PERSONS AND PROPERTY B
SUB-PROGRAM: ELECTRICAL SYSTEM

SUB PROGRAM ELEMENT: GENERAL SUPPORT & INSPECTION
ELECTRICIANS/SIGNAL MAINTENANCE
DEPARTMENT: ELECTRIC WIRES 121,122, 124

Classification	EXPENDITURES					FY 2010		
	FY 2007	FY 2008	FY 2009					
	Actual	Actual	July-December	Actual	Estimated	Department	Mayor's	Council
	Expenditures	Expenditures	Budget	Expenditures	Expenditures	Request	Recommendation	Approval
Contractual Services								
5212 Clocks - City & Common	384.49	670.55	1,200.00	92.10	1,200.00	1,200.00	1,000.00	1,000.00
5213 Light	36,859.71	36,977.96	80,000.00	15,788.03	75,000.00	75,000.00	38,000.00	38,000.00
5241 Repair Equipment not MV	8,328.81	8,183.40	10,000.00	1,850.00	10,000.00	10,000.00	5,000.00	5,000.00
5242 Maintenance of Office Equipment	432.00	406.80	700.00	276.00	700.00	700.00	550.00	550.00
5259 Repair to Radios	59,563.95	68,336.92	58,000.00	56,117.88	60,000.00	60,000.00	60,000.00	60,000.00
5271 Uniform Rental	919.50	1,077.50	1,500.00	487.50	1,500.00	1,500.00	1,100.00	1,100.00
5277 Pagers - School / City	10,967.14	9,421.91	11,000.00	4,335.47	11,000.00	11,000.00	10,000.00	10,000.00
5340 Postage	43.85	43.86	200.00		200.00	200.00	100.00	100.00
5341 Telephone / Cellular	44,620.93	41,913.99	50,000.00	20,185.40	50,000.00	50,000.00	50,000.00	50,000.00
5343 Communication Line	5,476.75							
5381 Printing & Binding	734.32	439.52	1,000.00		700.00	700.00	0.00	0.00
Total	168,331.45	167,472.41	213,600.00	99,132.38	210,300.00	210,300.00	165,750.00	165,750.00
Supplies & Materials								
5322 Traffic Signal Parts	16,510.66	8,357.12	10,000.00	3,976.74	10,000.00	10,000.00	7,500.00	7,500.00
5420 Office Supplies	877.54	1,047.03	900.00	219.67	900.00	900.00	400.00	400.00
5423 Books & Manuals	418.35	1,704.40	1,500.00		500.00	1,000.00	0.00	0.00
5430 Public Safety Supplies	2,438.52	2,839.36	3,250.00	410.14	3,250.00	3,250.00	2,000.00	2,000.00
5435 Electrical Supplies	24,492.20	25,739.66	30,000.00	6,538.12	30,000.00	30,000.00	15,000.00	15,000.00
5480 Batteries	3,333.84	3,630.84	4,000.00	2,163.37	4,000.00	4,000.00	2,500.00	2,500.00
5581 Clothing, Gloves, Shoes	5,195.62	3,895.44	3,200.00	0.00	2,700.00	2,700.00	2,700.00	2,700.00
5587 Small Tools	677.50	2,269.91	2,950.00	239.79	2,950.00	2,950.00	1,000.00	1,000.00
5879 Fire Alarm Material	6,691.93	4,433.15	4,000.00		4,000.00	4,000.00	4,000.00	4,000.00
Total	60,636.16	53,916.91	59,800.00	13,547.83	58,300.00	58,800.00	35,100.00	35,100.00
Other Charges								
5151 Tool Allowance	370.45	368.65	500.00	124.48	500.00	500.00	500.00	500.00
5152 Training	1,732.00	3,065.00	4,000.00		3,500.00	3,500.00	0.00	0.00
5730 Conference Expense	80.00	647.00	250.00	20.00	300.00	300.00	0.00	0.00
5731 Licenses	926.05	832.00	1,400.00	510.00	1,400.00	1,400.00	600.00	600.00
5794 Holiday	36,309.00	38,779.00	38,000.00	28,345.70	38,000.00	38,000.00	* 10,000.00	10,000.00
Total	39,417.50	43,691.65	44,150.00	29,000.18	43,700.00	43,700.00	11,100.00	11,100.00
Total General Expenses (10)	268,385.11	265,080.97	317,550.00	141,680.39	312,300.00	312,800.00	211,950.00	211,950.00

* supplies only - no outsourcing

PROGRAM:

SUB-PROGRAM:

PROTECTION OF PERSONS AND PROPERTY

ELECTRICAL SYSTEM

B

SUB PROGRAM ELEMENT:

DEPARTMENT:

GENERAL SUPPORT & INSPECTION

ELECTRICIANS/SIGNAL MAINTENANCE

ELECTRIC WIRES

121,122, 124

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Equipment & Unusual								
5872 911 Recorder		13,500.00						
5875 Hoses, Cable, Wire			3,000.00		5,000.00	5,000.00	3,000.00	3,000.00
Total Equipment & Unusual Expenses (15)	0.00	13,500.00	3,000.00	0.00	5,000.00	5,000.00	3,000.00	3,000.00

PROGRAM:	PROTECTION OF PERSONS AND PROPERTY	B	SUB PROGRAM ELEMENT:	STREET LIGHTING				
SUB-PROGRAM:	ELECTRICAL SYSTEM		DEPARTMENT:	ELECTRIC WIRES	125-10, 15			
EXPENDITURES								
	FY 2007	FY 2008	FY 2009			FY 2010		
			July-December					
Classification	Actual Expenditures	Actual Expenditures	Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5213 Light	423,613.28	594,351.95	574,000.00	130,501.34	574,000.00	574,000.00	510,000.00	510,000.00
Total General Expenses (10)	423,613.28	594,351.95	574,000.00	130,501.34	574,000.00	574,000.00	510,000.00	510,000.00
Equipment & Unusual								
Total Equipment & Unusual Expenses (15)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: ZONING BOARD OF APPEALS

SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: ZONING BOARD OF APPEALS061

STATEMENT OF OBJECTIVES:

To authorize zoning variance whenever literal enforcement of the zoning code would be contrary to public interest and would result in unnecessary hardship. To hear appeals from decisions of the inspector of buildings; and to grant special permits as authorized by City of Waltham zoning code.

DESCRIPTION OF OUTPUT STATEMENT:

The Zoning Board of Appeals, in accordance with general laws chapter 40A and City of Waltham zoning code, holds public hearings and makes decisions on all requests for variances, hears appeals from decisions of the inspector of buildings and requests for special permits as allowed by the city's zoning code.

There are no indirect costs directly associated with this element.		
Indirect Costs	FY 2007	FY 2008
Total	<u>\$0</u>	<u>\$0</u>

Output Measure	FY 2008 Actual	FY 2009 Estimated (#to Date-2/20/09)	FY 2010 Projected
Number of Meetings	34	45 (17)	45
Cases Heard	39	45 (24)	45
Granted	27	(13)	
Denied	5	(1)	
Withdrawn	7	(5)	
Pending	0	(8)	
Number of Cases Filed	32	42 (27)	45
Fees Received FY 2005	\$3,515.00		
Fees Received FY 2006	\$3,230.00		
Fees Received FY 2007	\$7,236.74		
Fees Received FY 2008	\$34,615.25		
Fees Received FY 2009 to date	\$15,441.90		

** ZBA adopted new rules and fees in March 2007. One of the rules adopted requires that Petitioners have all taxes and fees paid to date, prior to filing.

COST SUMMARY BY CLASSIFICATION

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Personnel	17,400.00	17,900.00	23,000.00	8,100.00	23,000.00	23,000.00	0.00	0.00
Contractual Services	14,683.26	17,087.80	27,000.00	5,715.32	27,000.00	27,000.00	19,500.00	19,500.00
Supplies & Materials	256.19	544.95	500.00	0.00	500.00	500.00	500.00	500.00
Other Charges	120.00	130.00	500.00	80.00	500.00	500.00	0.00	0.00
Equipment & Unusual	4,828.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Budget	<u>\$37,288.22</u>	<u>\$35,662.75</u>	<u>\$51,000.00</u>	<u>\$13,895.32</u>	<u>\$51,000.00</u>	<u>\$51,000.00</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: ZONING BOARD OF APPEALS
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: ZONING BOARD OF APPEALS061-05

PERSONNEL

Bargaining Unit		Position	FY 2010 Grade-Step	FY 2007		FY 2008		FY 2009			FY 2010						
				Actual # Expenditures		Actual # Expenditures		#	July-December		#	Department Request		Mayor's Recommendation		Council Approval	
									Budget	Actual Expenditures		Estimated Expenditures	Rate	Total	#		Total
1.		Members	*	10	16,900.00	10	17,400.00	10	22,500	7,850.00	22,500.00	10	100.00	22,500.00	10	0.00	0.00
2.		Chairperson		1	500.00	1	500.00	1	500	250.00	500.00	1	500.00	500.00	1	0.00	0.00
Total				11	17,400.00	11	17,900.00	11	23,000	8,100.00	23,000.00	11	23,000.00		11	0.00	0.00

* Stipends suspended temporarily

PERSONNEL SUMMARY

Classification	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
5194 Boards & Commissions	17,400.00	17,900.00	23,000	8,100.00	23,000.00	23,000.00	0.00	0.00
Total Personnel Expenses (05)	17,400.00	17,900.00	23,000	8,100.00	23,000.00	23,000.00	0.00	0.00

PROGRAM: COMMUNITY DEVELOPMENT G SUB PROGRAM ELEMENT: ZONING BOARD OF APPEALS
SUB-PROGRAM: DEVELOPMENT PLANNING DEPARTMENT: ZONING BOARD OF APPEALS061-10

Classification	EXPENDITURES							
	FY 2007	FY 2008	FY 2009			FY 2010		
	Actual Expenditures	Actual Expenditures	Budget	July-December Actual Expenditures	Estimated Expenditures	Department Request	Mayor's Recommendation	Council Approval
Contractual Services								
5302 Advertising	6,046.96	7,147.36	15,000.00	2,190.32	15,000.00	15,000.00	10,000.00	10,000.00
5314 Stenographer	7,343.50	8,479.00	9,000.00	2,925.00	9,000.00	9,000.00	7,000.00	7,000.00
5340 Postage	1,127.00	1,369.95	2,500.00	600.00	2,500.00	2,500.00	2,500.00	2,500.00
5381 Printing & Binding	165.80	91.49	500.00		500.00	500.00	0.00	0.00
Total	14,683.26	17,087.80	27,000.00	5,715.32	27,000.00	27,000.00	19,500.00	19,500.00
Supplies & Materials								
5420 Office Supplies	256.19	544.95	500.00	0.00	500.00	500.00	500.00	500.00
Total	256.19	544.95	500.00	0.00	500.00	500.00	500.00	500.00
Other Charges								
5152 Professional Development		50.00	300.00		300.00	300.00	0.00	0.00
5731 Dues	120.00	80.00	200.00	80.00	200.00	200.00	0.00	0.00
Total	120.00	130.00	500.00	80.00	500.00	500.00	0.00	0.00
Total General Expenses (10)	15,059.45	17,762.75	28,000.00	5,795.32	28,000.00	28,000.00	20,000.00	20,000.00
Equipment & Unusual								
5310 Legal Assistance	4,828.77							
Total Equipment & Unusual Expenses (15)	4,828.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00