

City of Waltham

Jeannette A. McCarthy
Mayor

May 17, 2021

TO: The City Council
RE: FY 2022 Budget Summary

Dear Councillors:

I would like to thank the City Auditor, Assistant City Auditor and Business Manager for their hard work in assembling the Departmental requests which totaled \$307,796,044.00 and for formulating the Mayor's Recommendations in the amount of \$298,935,766.00 for programs and services contained within the 29 program budgets.

The budget is available on a flash drive and it is two-sided. The budget is also available in book format if you need and require one. The City budget will be added to the Auditor's webpage on the City website for public access. The FY 2022 Department budgets continue to highlight requested changes and provide explanations for the same within each program budget.

The FY 2022 budget has a net increase of \$18,929,400, which is a net 6.8% increase over last year's budget according to the attached budget-to-budget comparison and revenue/expenditure pie charts.

Some of the major increases are as follows:

Waltham High School Debt Service	\$6,979,981.00
Medical Insurance	\$4,000,000.00
Public Education	\$1,981,810.00
Fire	\$1,513,747.00
Police	\$1,406,548.00
Solid Waste/Recycling	\$1,010,000.00
MWRA Assessments (water and sewer)	\$ 761,910.00
Pensions (PERAC mandate)	\$ 749,866.00

The local aid figures are based upon the House Budget which could change with the adoption of the state budget.

Public Education: The first of two bond issuances for the High School is reflected in the FY 2022 budget. Based upon my review and analysis of the School Department's current year budget, I have made a bottom line cut of \$2,227,081.00 to the School Committee's request which is detailed under separate cover.

Public Safety: Two of the "on hold" officer/firefighter positions in each department, Police and Fire, have been filled/recommended. One additional "on hold" dispatcher has been recommended.


Consolidated Public Works & Water and Sewer: Six "on hold" positions were funded in CPW and six (two "on hold" and four new) in Engineering were recommended due to the Consent Decree and public works need within the community.

The FY 2022 Library budget will not require a state waiver. Two "on hold" positions, one part time and one full time are recommended.

I have also made reductions, and where necessary, reallocations to Departments' existing line items based upon historical trends.

I am available to provide more detail with regard to the full budget at my hearing.

Sincerely,

A handwritten signature in black ink, reading "Jeannette A. McCarthy". The signature is fluid and cursive, with the first name being the most prominent.

Jeannette A. McCarthy

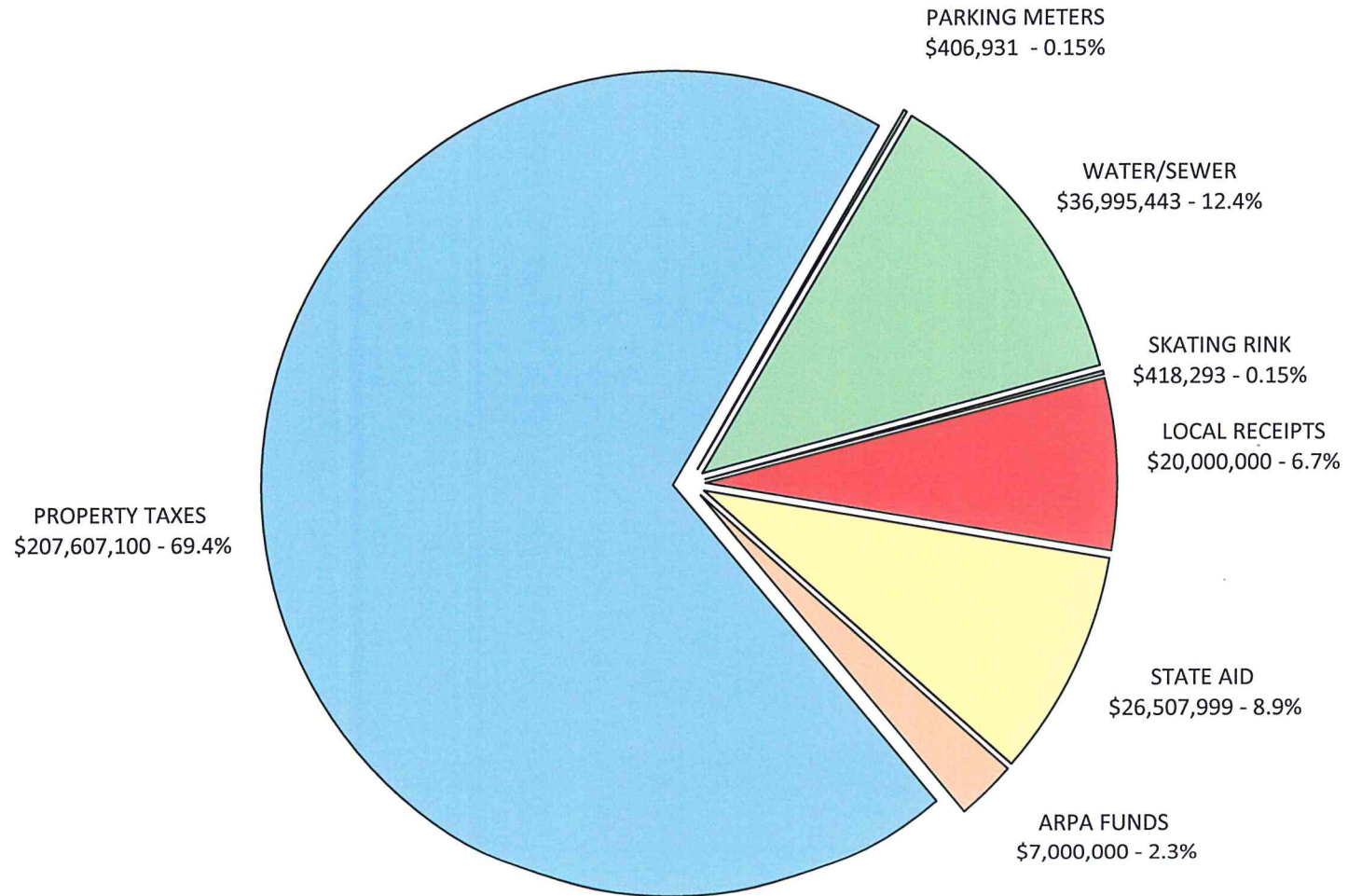
JAM/sm

Enclosures

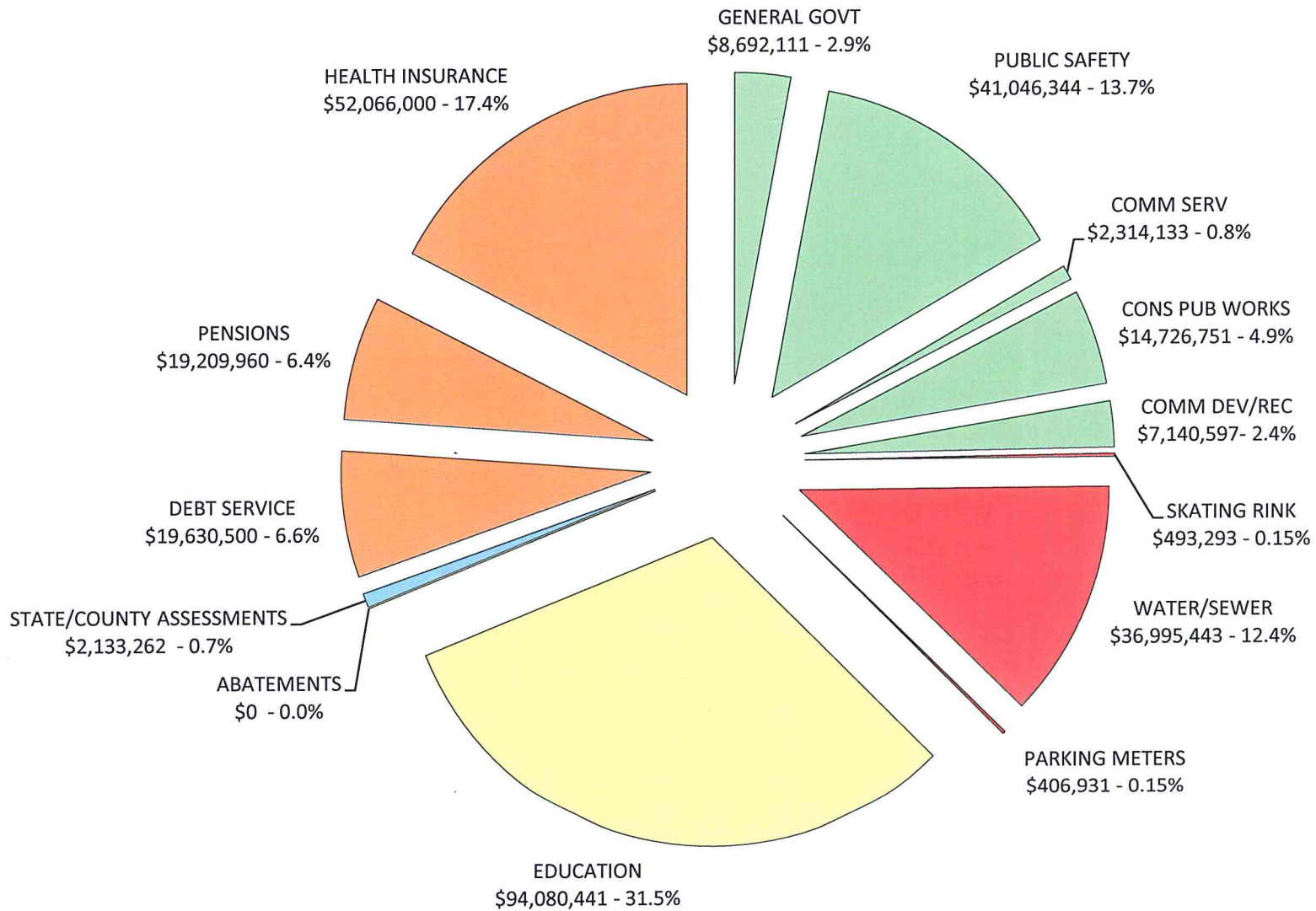
cc: Paul Centofanti

CLASSIFICATION	FY2021 APPROVED BUDGET	FY2022 MAYOR'S RECOMMENDATION	DOLLAR INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
<u>MUNICIPAL BUDGET</u>				
SALARY & WAGES	57,112,175	59,249,994	2,137,819	
OTHER EXPENSE	8,329,426	8,607,259	277,833	
EQUIPMENT & UNUSUAL	1,771,041	1,775,456	4,415	
INSURANCE, UNIFORMS	895,490	966,213	70,723	
TOTAL - MUNICIPAL BUDGET	68,108,132	70,598,922	2,490,790	3.7%
FIXED COSTS	86,062,034	98,909,405	12,847,371	14.9%
INDIRECT COSTS ALLOCATION	(4,275,000)	(4,275,000)	0	
TOTAL - MUNICIPAL BUDGET	149,895,166	165,233,327	15,338,161	10.2%
<u>SCHOOL BUDGET</u>				
SCHOOL BUDGET	92,098,631	94,080,441	1,981,810	
TOTAL - SCHOOL BUDGET	92,098,631	94,080,441	1,981,810	2.2%
TOTAL - GENERAL FUND BUDGET	241,993,797	259,313,768	17,319,971	7.2%
<u>ENTERPRISE FUND WATER / SEWER / RINK</u>				
SALARY & WAGES	2,418,090	3,176,809	758,719	
OTHER EXPENSE	1,041,200	1,137,000	95,800	
MWRA ASSESSMENT & EQUIPMENT	24,645,017	25,591,927	946,910	
DEBT SERVICE	3,500,000	3,308,000	(192,000)	
INDIRECT COSTS ALLOCATION	4,275,000	4,275,000	0	
TOTAL - ENTERPRISE FUND BUDGET	35,879,307	37,488,736	1,609,429	4.5%
GRAND TOTAL	277,873,104	296,802,504	18,929,400	6.8%

FY2022
MAYOR'S RECOMMENDATION --- REVENUE BUDGET
\$298,935,766



FY2022
MAYOR'S RECOMMENDATION --- EXPENDITURE BUDGET
\$298,935,766





City of Waltham

Jeannette A. McCarthy
Mayor

May 17, 2021

TO: The City Council
RE: FY 2022 Budget

Dear Councillors:

In accordance with the provisions of General Laws Chapter 44, Sections 31-A, 32 and 33 as amended, I respectfully request the several sums designated for the various accounts in the attached fiscal year 2022 budget schedules and municipal budget books.

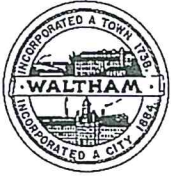
I respectfully request the appropriation of \$202,315,132.00 be raised in the revenue of fiscal year 2022.

Sincerely,

Jeannette A. McCarthy

JAM/sm

Enclosure – Flash Drive
City Council Order



CITY OF WALTHAM IN THE CITY COUNCIL

610 Main Street

Waltham Massachusetts 02452

Order # _____

Ordered:

That the amount of \$202,315,132 be appropriated to the accounts designated in the attached budget schedule to fund the fiscal year 2022 Municipal budget and said amount be assessed in the Revenue of 2022.

Read & Adopted:

Approved:

Attest:

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

CITY COUNCIL	111		
SALARIES		323,892	
EXPENSES		71,115	
EQUIPMENT & UNUSUAL		250	395,257
MAYOR'S OFFICE	121		
SALARIES		316,279	
EXPENSES		24,615	
EQUIPMENT & UNUSUAL		390,725	731,619
AUDITOR	135		
SALARIES		658,026	
EXPENSES		7,100	
EQUIPMENT & UNUSUAL		15,000	680,126
INTEREST & CERTIFICATION	750		
EXPENSES		9,398,500	9,398,500
REDEMPTION OF BONDS	710		
EXPENSES		10,232,000	10,232,000
TREASURER & COLLECTOR / PAYMASTER	145		
SALARIES		909,325	
EXPENSES		318,400	
EQUIPMENT & UNUSUAL		5,000	1,232,725
ASSESSMENTS	141		
SALARIES		586,671	
EXPENSES		137,770	724,441
PURCHASING SERVICES	138		
SALARIES		233,426	
EXPENSES		13,700	
SPECIAL ITEMS		430,000	677,126
ADMINISTRATION OF TRUST FUNDS	149		
SALARIES		4,000	4,000
LAW DEPARTMENT	151		
SALARIES		1,034,069	
EXPENSES		169,650	
EQUIPMENT & UNUSUAL		100,000	1,303,719
BUILDINGS GENERAL/ MAINTENANCE/ REPAIR/CODE ENFORCE	192		
SALARIES		1,990,762	
EXPENSES		552,900	2,543,662

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

PUBLIC BUILDING UTILITIES	193		
EXPENSES		1,200,700	1,200,700
CENTRAL TELEPHONE SERVICE	156		
SALARIES		28,538	
EXPENSES		185,000	213,538
WORKER'S COMPENSATION	912		
EXPENSES		350,000	350,000
CONTRIBUTORY RETIREMENT	911		
EXPENSES		19,209,960	19,209,960
HOSPITAL & MEDICAL INSURANCE & OME	914 / 916		
EXPENSES		51,866,000	51,866,000
GROUP LIFE INSURANCE	915		
EXPENSES		127,750	127,750
SOCIAL SECURITY	917		
EXPENSES		6,000	6,000
HUMAN RESOURCES	152/153/913		
SALARIES		342,510	
EXPENSES		32,900	
EQUIPMENT & UNUSUAL		38,000	413,410
CITY CLERK	161		
SALARIES		412,716	
EXPENSES		99,925	
OTHER CHARGES			512,641
INFORMATION TECHNOLOGY	155		
SALARIES		1,188,833	
EXPENSES		452,842	
EQUIPMENT & UNUSUAL		30,000	1,671,675
VOTER REGISTRATION	163		
SALARIES		218,022	
EXPENSES		149,700	367,722
GENERAL MANAGEMENT AND SUPPORT			
TOTAL (A)			103,862,571

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

POLICE WAGES		210		
	SALARIES / WAGES		17,980,749	17,980,749
POLICE		210		
	EXPENSES		303,250	
	EQUIPMENT & UNUSUAL		212,267	
	SPECIAL ITEMS		252,175	767,692
POLICE DISPATCH		215		
	WAGES		1,879,742	
	EXPENSES		32,050	
	SPECIAL ITEMS		15,400	1,927,192
FIRE WAGES		220		
	SALARIES / WAGES		17,651,950	17,651,950
FIRE		220		
	EXPENSES		571,960	
	EQUIPMENT & UNUSUAL		89,000	
	SPECIAL ITEMS		262,738	923,698
FIRE - AUXILIARY		292		
	EXPENSES		8,500	
	SPECIAL ITEMS		3,500	12,000
EMERGENCY MANAGEMENT		291		
	SALARIES		82,596	
	EXPENSES		4,100	
	EQUIPMENT & UNUSUAL		7,800	
	SPECIAL ITEMS		400	94,896
WIRES SUPPORT/ INSPECTION/ ELECTRICIANS / SIGNAL MAINT		245		
	SALARIES		907,567	
	EXPENSES		343,100	
	EQUIPMENT & UNUSUAL		7,500	1,258,167
WIRES STREET LIGHTING		424		
	EXPENSES		430,000	430,000
LICENSING		165		
	SALARIES		15,600	
	EXPENSES		3,700	19,300
PROTECTION OF PERSONS AND PROPERTY				
TOTAL (B)				41,065,644

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

OFFICE OF PUBLIC HEALTH/ CODE ENFORCEMENT /W & M		510		
	SALARIES		764,762	
	EXPENSES		77,857	
	EQUIPMENT & UNUSUAL		100,000	942,619
CONSERVATION OF HEALTH TOTAL (C)				942,619
VETERANS BENEFITS & SERVICES		543		
	SALARIES		208,054	
	EXPENSES		174,700	382,754
COUNCIL ON AGING/MEALS ON WHEELS		541		
	SALARIES		581,685	
	EXPENSES		387,775	969,460
CELEBRATION OF HOLIDAYS		692		
	EXPENSES		11,000	11,000
DISABILITIES SERVICES		560		
	SALARIES		7,000	
	EXPENSES		190	7,190
IMPROVEMENT OF GENERAL WELFARE TOTAL (D)				1,370,404
CONSOLIDATED PUBLIC WORKS		420 / 421 / 422		
	SALARIES / WAGES		5,088,706	
	EXPENSES		2,458,345	
	EQUIPMENT & UNUSUAL		7,155,000	14,702,051
SERVICES TO PROPERTY TOTAL (E)				14,702,051
LIBRARY		610		
	SALARIES / WAGES		2,632,990	
	EXPENSES		426,685	
	EQUIPMENT & UNUSUAL		81,325	3,141,000

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

PARK & RECREATION GENERAL SUPPORT	630		
SALARIES / WAGES		1,079,448	
EXPENSES		18,875	
EQUIPMENT & UNUSUAL		47,000	1,145,323
KALEIDOSCOPE, POOLS, SPRAY PARKS	631		
WAGES		78,000	
EXPENSES		144,700	
EQUIPMENT & UNUSUAL		5,000	227,700
SUMMER FUN AT PROSPECT HILL	632		
WAGES		76,000	
EXPENSES		12,200	88,200
SUPPORT OF RECREATION ACTIVITIES	633		
EXPENSES		121,700	
EQUIPMENT & UNUSUAL		10,500	132,200
VETERAN'S MEMORIAL SKATING RINK	640-630		
WAGES		168,493	
EXPENSES		216,800	
EQUIPMENT & UNUSUAL		21,000	
SPECIAL ITEMS		12,000	418,293
CULTURAL AND RECREATIONAL ACTIVITIES TOTAL (F)			5,152,716
OFFICE OF CITY PLANNER	175		
SALARIES		319,291	
EXPENSES		2,800	
EQUIPMENT & UNUSUAL		10,000	332,091
HOUSING OFFICE	183		
SALARIES		386,065	
EXPENSES		88,500	
EQUIPMENT & UNUSUAL		100,000	574,565
BOARD OF SURVEY & PLANNING	174		
SALARIES		17,000	
EXPENSES		4,700	21,700
ZONING BOARD OF APPEALS	176		
SALARIES		25,500	
EXPENSES		34,700	60,200

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

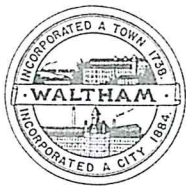
TRAFFIC ENGINEERING	480		
SALARIES		455,589	
EXPENSES		66,300	
EQUIPMENT & UNUSUAL		100,000	621,889
CONSERVATION COMMISSION	171		
SALARIES		84,577	
EXPENSES		2,100	86,677
HISTORICAL COMMISSION	691		
SALARIES		7,000	
EXPENSES		5,900	
EQUIPMENT & UNUSUAL		10,500	23,400
PAINE ESTATE FUNCTIONS	670		
SALARIES		121,135	
EXPENSES		27,300	
EQUIPMENT & UNUSUAL			148,435
ENGINEERING DESIGN & SURVEY	410		
SALARIES		490,277	
EXPENSES		61,450	551,727
COMMUNITY DEVELOPMENT TOTAL (G)			2,420,684
WATER & SEWER BILLING & COMPLIANCE	610-451		
SALARIES		198,658	
EXPENSES		60,500	259,158
ENGINEERING WATER ADMINISTRATION	610-450		
SALARIES		334,113	
EXPENSES		35,750	369,863
CPW WATER ADMINISTRATION	610-455		
SALARIES		518,709	
EXPENSES		4,300	523,009
WATER MAINTENANCE & OPERATIONS	610- 452/454		
WAGES		983,755	
EXPENSES		398,550	
EQUIPMENT & UNUSUAL		10,773,579	12,155,884

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2022 BUDGET

REDEMPTION OF BONDS		610-710		
	EXPENSES		1,015,000	1,015,000
INTEREST & CERTIFICATION		610-750		
	EXPENSES		134,000	134,000
CEMETERY COMMISSION		491		
	SALARIES		3,000	3,000
SEWER		600-440		
	WAGES		973,081	
	EXPENSES		421,100	
	EQUIPMENT & UNUSUAL		14,785,348	16,179,529
REDEMPTION OF BONDS		600-710		
	EXPENSES		1,750,000	1,750,000
INTEREST & CERTIFICATION		600-750		
	EXPENSES		409,000	409,000
PUBLIC SERVICE ENTERPRISES				
TOTAL (H)				32,798,443

TOTAL MUNICIPAL	202,315,132
PUBLIC EDUCATION	94,080,441
PARKING METERS	406,931
GRAND TOTAL	296,802,504



City of Waltham

Jeannette A. McCarthy
Mayor

May 17, 2021

TO: The City Council
RE: FY 2022 School Budget

Dear Councillors:

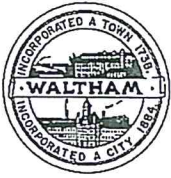
Please be advised that I made a cut in the amount of \$2,227,081 from the School's Committee's budget request of \$96,307,522 for a recommended budget of \$94,080,441.

Sincerely,

Jeannette A. McCarthy

JAM/sm

Enclosure (Order with M.G.L. c. 44 §33B)



CITY OF WALTHAM IN THE CITY COUNCIL

610 Main Street

Waltham Massachusetts 02452

Order # _____

Ordered:

That the amount of \$94,080,441 be appropriated to fund the fiscal year 2022 School budget and said amount be assessed in the Revenue of 2022.

MGL, Chapter 44, Section 33B attached hereto.

Read & Adopted:

Approved:

Attest:

Part I ADMINISTRATION OF THE GOVERNMENT

Title VII CITIES, TOWNS AND DISTRICTS

Chapter 44 MUNICIPAL FINANCE

Section 33B TRANSFER OF APPROPRIATIONS; RESTRICTIONS

Section 33B. (a) On recommendation of the mayor, the city council may, by majority vote, transfer any amount appropriated for the use of any department to another appropriation for the same department. In addition, the city council may, by majority vote, on recommendation of the mayor, transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year, to apply to the previous fiscal year, any amount appropriated, other than for the use of a municipal light department or a school department, to any other appropriation. Except as provided in the preceding sentence, no transfer shall be made of any amount appropriated for the use of any city department to the appropriation for any other department except by a 2/3 vote of the city council on recommendation of the mayor and with the written approval of the amount of the transfer by the department having control of the appropriation from which the transfer is proposed to be made. No transfer involving a municipal light department or a school department shall be

made under the previous sentence without the approval of the amount of the transfer by a vote of the municipal light department board or by a vote of the school committee, respectively.

(b) A town may, by majority vote at any meeting duly held, transfer any amount previously appropriated to any other use authorized by law.

Alternatively, the selectmen, with the concurrence of the finance committee or other entity established under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year to apply to the previous fiscal year, any amount appropriated, other than for the use of a municipal light department or a school department, to any other appropriation.

(c) No approval other than that expressly provided in this section shall be required for any transfer under this section.

CITY OF WALTHAM
CITY vs SCHOOL COMPARISON
FY 2022

	CITY	SCHOOL	TOTAL
GENERAL FUND BUDGET	164,826,396	94,080,441	258,906,837
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SCHOOL COSTS INCLUDED IN CITY BUDGET			
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INDIRECT COSTS (HEALTH INSURANCE/PENSIONS/OTHER ADMINISTRATIVE)	(32,430,000)	32,430,000	0
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DEBT COSTS (PRINCIPAL/INTEREST PAYMENTS - SCHOOL CAPITAL PROJECTS)	(10,706,019)	10,706,019	0
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GENERAL FUND BUDGET (ADJUSTED)	121,690,377	137,216,460	258,906,837
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GENERAL FUND BUDGET (PERCENTAGE)	47.0%	53.0%	
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CITY OF WALTHAM
SCHOOL BUDGET

FY 2022

SCHOOL BUDGET (NET OF TRANSPORTATION)	88,911,556
SCHOOL INDIRECT COSTS INCLUDED IN CITY BUDGET	32,430,000
TOTAL	121,341,556
NET SCHOOL SPENDING (REQUIRED)	80,812,108
EXCESS OVER NET SCHOOL SPENDING	40,529,448



City of Waltham

Jeannette A. McCarthy
Mayor

May 17, 2021

TO: The City Council
RE: FY 2022 Parking Meter Budget

Dear Councillors:

I respectfully request an appropriation in the amount of \$406,931.00 to fund the parking meter budget for fiscal year 2022.

From: Parking Meter Receipts Reserves

To: Parking Meter – Salaries	232-480-5100	\$195,642
Parking Meter – Expenses	232-480-5200	\$148,700
Parking Meter – Equipment/Unusual	232-480-5400	\$ 60,589
Parking Meter – Uniforms	232-480-5500	\$ 2,000

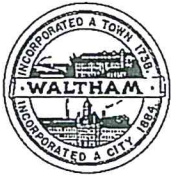
Sincerely,

Jeannette A. McCarthy

JAM/sm

Enclosure – City Council Order

cc: Paul Centofanti



CITY OF WALTHAM IN THE CITY COUNCIL

610 Main Street

Waltham Massachusetts 02452

Order # _____

Ordered:

That the amount of \$406,931 be appropriated to fund the fiscal year 2022
Parking Meter budget.

FROM:

Parking Meter Receipts Reserve	\$406,931
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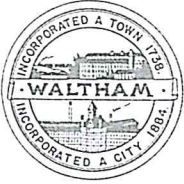
TO:

Parking Meter-Salaries	#232-480-5100	\$195,642
Parking Meter-Expenses	#232-480-5200	\$148,700
Parking Meter-Equipment & Unusual	#232-480-5400	\$ 60,589
Parking Meter-Uniforms	#232-480-5500	\$ 2,000

Read & Adopted:

Approved:

Attest:



City of Waltham

Jeannette A. McCarthy
Mayor

May 17, 2021

TO: The City Council
RE: Revolving Accounts

Dear Councillors:

I respectfully request the City Council reauthorize three department Revolving Accounts under the provisions of Massachusetts General Law Chapter 44, Section 53e ½ for the City Clerk, Council on Aging and the Recreation Departments.

Revolving accounts require an annual report of all revenues and expenditures in the fund and must be authorized by the Mayor and City Council each fiscal year.

The City Auditor will be available during budget hearings to answer any questions you may have concerning this request.

Sincerely,

Jeannette A. McCarthy

JAM/sm

cc: Paul Centofanti



CITY OF WALTHAM IN THE CITY COUNCIL

610 Main Street

Waltham Massachusetts 02452

Order # _____

Ordered:

That the City Council re-authorizes four department revolving accounts under the provisions of Massachusetts General Laws, Chapter 44, Section 53e ½ for the City Clerk, Council on Aging, Planning and Recreation Departments.

Read & Adopted:

Approved:

Attest:

City of Waltham
City Clerk Revolving Fund

Balance - July 1, 2020	19,818
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Revenues	4,597
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Public Notices	
Bright School Rental	

Expenditures/Encumbrances	6,404
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Public Notices	
Bright School Rental	

Balance - May 14, 2021	18,011
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City of Waltham
Council on Aging Revolving Fund

Balance - July 1, 2020	144,139
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Revenues	9,669
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COA Programs

Expenditures/Encumbrances	48,423
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COA Programs

Balance - May 14, 2021	105,385
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City of Waltham
Planning - Energy Revolving Fund

Balance - July 1, 2020	89,461
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Revenues	115,451
<hr/>	
Energy Programs	
Expenditures/Encumbrances	35,130
<hr/>	
Energy Programs	
Balance - May 14, 2021	169,782
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City of Waltham
Recreation Revolving Fund

Balance - July 1, 2021	463,427
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Revenues	95,756
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Recreation Programs
Community Center
Chill Zone
Veterans Fields

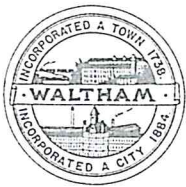
Expenditures - Wages	12,187
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Recreation Programs
Community Center
Chill Zone
Veterans Fields

Expenditures/Encumbrances - Expenses	150,702
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Recreation Programs
Community Center
Chill Zone
Veterans Fields

Balance - May 14, 2021	396,295
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City of Waltham

Jeannette A. McCarthy
Mayor

May 17, 2021

TO: The City Council

RE: FY 2022 Budget - Requested Compensation Ordinance Changes

Dear Councillors:

I respectfully request amendments to the Compensation Ordinance per the attached draft ordinance to reflect the changes in my FY 2022 Budget recommendations.

I am available to answer any questions you may have regarding this request.

Sincerely,

Jeannette A. McCarthy

JAM/sm

Enclosures

IN THE CITY COUNCIL
OF THE CITY OF WALTHAM
IN THE YEAR TWO THOUSAND TWENTY

An Ordinance amending Article V of Chapter 2 of the General Ordinances entitled

"COMPENSATION"

Be it ordained by the City Council of the City of Waltham as follows:

Article V of Chapter 2 of the General Ordinances of the City of Waltham entitled "Compensation" Sec. 2-30, Compensation Schedules, subsection B.2., as most recently amended, is hereby further amended by adding the following position:

Salary Grade 11

Social Worker/Outreach Worker

First Reading

Publication Date

Second Reading

Third and Final Reading

Approved

Attest