

City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

TO: The City Council
RE: FY2019 Budget Summary

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 \$274,261,818 and for formulating the Mayor's Recommendations in the amount of \$268,825,062 for programs and services contained in the 29 program budgets.

Again this year, the budget is available on disc, will be on the City's website and uses less paper as it is two-sided. The FY2019 Department budgets continue to highlight requested changes and provide explanations for the same within each program budget.

The FY2019 budget has a net increase of \$6,904,670, which is a net 2.6% increase over last year's budget according to the attached budget-to-budget comparison and revenue/expenditure pie charts.

Some of the major budget increases are:

Education	\$4,452,841
Fire	\$1,275,059
Police	\$1,026,162
MWRA Assessments	\$ 593,340 (Water-\$304,530/Sewer-\$288,810)
Pensions (PERAC mandate)	\$ 567,918

Some of the major budget decreases are:

Medical Insurance	\$ 945,000
Debt Service (General Fund)	\$ 454,000

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

CPW and Engineering: In light of my prior requests that the City Council merge the CPW and Engineering public works related functions, this budget reflects said reorganization.

Some of my reasons include:

1. Benefit to the public and the consumers who actually deal with both departments;
2. Benefit of the departments themselves, including best practices such as the 311 system, which one department operates and the other doesn't; and
3. There won't be two dominions with public works and water and sewer functions, thus allowing tasks to be assigned, work to be done, money to be saved, all more efficiently for the organizations themselves, the taxpayers and the public.

The independent City Engineer would remain. The City Engineer would continue to be responsible for the Consent Decrees, EPA, DEP and MWRA matters. The City Engineer would

then concentrate on compliance issues and the multitude of capital projects, both internal and external, that need to be completed. Further, the current CPW Director has the education and experience in water issues and also maintains his water license. The reorganization will allow a more efficient handling of the daily calls from the public and the administration of public works projects, which are not only important to our constituents, but also to the Mayor and City Council.

Public Safety: The complement for firefighters is 168, which reflects an additional Fire Lieutenant for coordination of internal/external medical related services (per the attached letter from Dr. Tils). In light of the pressing societal issues, the complement for police officers is 154 which reflects an increase of 7 FT School Resource Officers for our Elementary Schools, 2 new School Traffic Supervisors and 1 Emergency Telecommunications Dispatcher.

Schools: Education continues to be a priority as evidenced by my budget recommendation. However, to be fiscally cognizant, I have made three cuts to the School Committee's request in the total amount of \$687,500 (use of the special education circuit breaker reserve - \$250,000, a technology request of \$337,500 that can be funded from its FY2018 funds and \$100,000 in two new Human Resources positions).

Planning: I am again requesting the responsibility of the City Planning Director be modified to include true planning duties, such as coordination of all City Council Special Permits and as-of-right projects. The function of the Board of Survey and Planning was established by a Special Act of the Legislature, so they do not function in a planning way as do many other planning boards. On rare occasion, the City Council asks the Planning Department to be involved with regard to special permits and zoning. A coordinated process will not only protect the City's neighborhoods, but will also provide clarity to citizens, investors and City departments.

Council on Aging: Additional funding has been recommended for a PT van driver with the anticipated addition of a second van to transport senior citizens.

Library: The FY2019 Library budget will not require a state waiver. A new Library Assistant I for the Children's Room has been recommended. With the prior two budgets, a new FT Literacy Librarian, a FT Audio Visual Librarian, a FT Library Assistant I, a FT Children's Librarian and increased funding for weekend staff were provided.

Building & Wires: I have recommended the funding of an additional PT Code Enforcement Inspector to ensure compliance with the City's nuisance ordinance, access issues and fence issues and a new Building Maintenance Craftsperson qualified and experienced in HVAC systems and computerized maintenance scheduling. I have also recommended an additional Electrician for the new in-house street light replacement program.

Engineering: The Department has been reorganized as described above. An Assistant City Engineer position with the requirement of Professional Land Surveying license was recommended and the vacant second Junior Engineer position was eliminated.

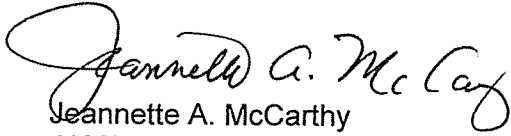
I have also made reductions, and where necessary, reallocations to Departments' existing line items based upon historical expenditure trends.

With regard to vacancies, I have only funded them for nine, ten or eleven months knowing that department heads don't fill their vacancies right away.

Compensation and General Ordinances requested changes are attached.

I am available to provide more detail with regard to my recommended FY2019 budget at my Finance Committee hearing.

Sincerely,

A handwritten signature in black ink, reading "Jeannette A. McCarthy". The signature is fluid and cursive, with the first name "Jeannette" being more prominent and the last name "McCarthy" following in a similar style.

Jeannette A. McCarthy

JAM/ccb

Enclosures

cc: Paul Centofanti

March 27, 2018

Paul J. Ciccone
Chief of Department
Waltham Fire Department
175 Lexington St.
Waltham, MA 02452

Paul:

As we recently discussed, I am aware that you are currently considering the creation of a Medical Liaison Officer position for the Waltham Fire Department. I think that this position would be an invaluable asset for the City of Waltham and would help improve the already excellent Emergency Medical Services that are provided by the Waltham Fire Department.

A Medical Liaison working within the Waltham Fire Department would be able to take on a number of very important responsibilities that would make it easier for the department to provide excellent pre-hospital care. Most importantly, given the increased number of medical calls to which the department is responding, a Medical Liaison would be able to respond to multiple calls throughout the day and provide assistance to the responding crews when indicated. In addition, this Officer would be the point of contact for communicating with the city's ambulance provider (currently Cataldo Ambulance) and Medical Director as well as helping to gather information regarding certain medical calls for quality improvement purposes. This would include information about calls when the responding crews have administered medications (e.g. nasal naloxone or Epi-pen) or when there are questions or concerns about the care provided in the field prior to transport. It makes it a much more efficient process for me, as the current Medical Director, to obtain information regarding the nature and quality of certain medical calls when the same Medical Liaison is gathering the information on a regular basis.

Given the more recent use of the National Registry for EMT's, the Medical Liaison would also be able to help the EMT's in the department coordinate their licensing requirements including on-going training and continuing education.

Other important services that could be provided by a Medical Liaison Officer would include overseeing/keeping the department's Massachusetts Controlled Substance Registrations current as well as overseeing the upkeep and maintenance of the City's AED's, including on-going AED training.

Page 2
March 27, 2018
Paul J. Ciccone

For all of these reasons, the creation of a Medical Liaison Officer position would be an important addition to the Waltham Fire Department and would greatly enhance the City of Waltham's EMS services. Please feel free to contact me with any further questions or concerns.

Sincerely,

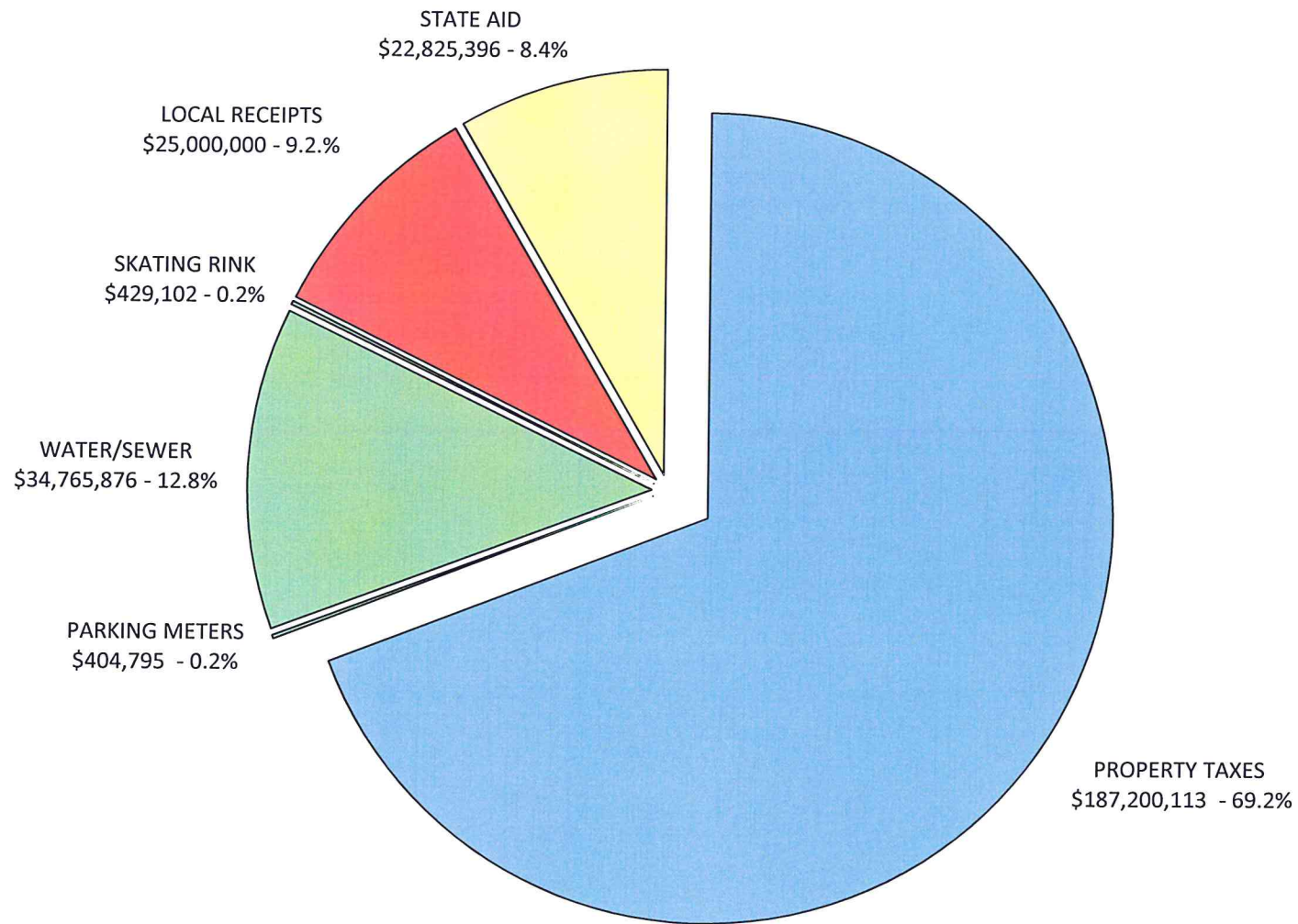
A handwritten signature in black ink, appearing to read 'Barry J. Tils', followed by a small, stylized mark that looks like 'ND'.

Barry J. Tils, M.D.
Director of EMS Services
Associate Director,
Dept. of Emergency Medicine
Newton-Wellesley Hospital

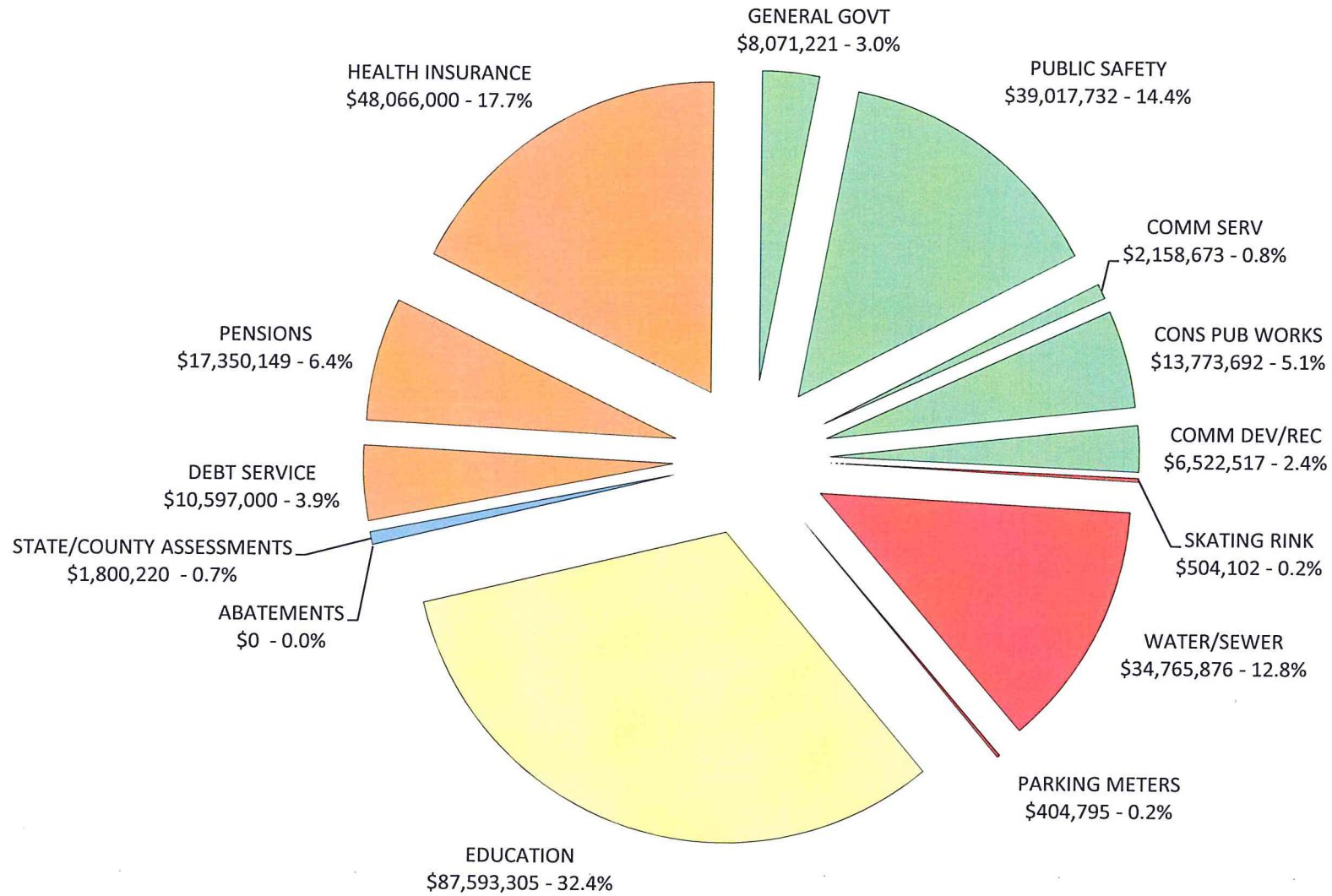
BT/nep

CLASSIFICATION	FY2018 APPROVED BUDGET	FY2019 MAYOR'S RECOMMENDATION	DOLLAR INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
M U N I C I P A L				
SALARY & WAGES	54,795,541	56,653,063	1,857,522	
OTHER EXPENSE	7,840,915	7,995,861	154,946	
EQUIPMENT & UNUSUAL	1,429,949	1,612,782	182,833	
INSURANCE, UNIFORMS	701,150	830,179	129,029	
TOTAL - MUNICIPAL DEPARTMENTS	64,767,555	67,091,885	2,324,330	3.6%
FIXED COSTS	83,933,931	83,144,894	(789,037)	-0.9%
INDIRECT COSTS ALLOCATION	(4,275,000)	(4,275,000)	0	
TOTAL - MUNICIPAL	144,426,486	145,961,779	1,535,293	1.1%
S C H O O L				
	83,240,464	87,593,305	4,352,841	
TOTAL - SCHOOL	83,240,464	87,593,305	4,352,841	5.2%
TOTAL - GENERAL BUDGET	227,666,950	233,555,084	5,888,134	2.6%
ENTERPRISE FUND WATER/SEWER/RINK				
SALARY & WAGES	2,408,343	2,568,014	159,671	
OTHER EXPENSE	1,015,900	1,103,425	87,525	
MWRA ASSESSMENT & EQUIPMENT	23,180,199	23,910,539	730,340	
DEBT SERVICE	3,374,000	3,413,000	39,000	
INDIRECT COSTS ALLOCATION	4,275,000	4,275,000	0	
TOTAL - ENTERPRISE BUDGET	34,253,442	35,269,978	1,016,536	3.0%
GRAND TOTAL	261,920,392	268,825,062	6,904,670	2.6%

FY2019
MAYOR'S RECOMMENDATION --- REVENUE BUDGET
\$270,625,282



FY2019
MAYOR'S RECOMMENDATION --- EXPENDITURE BUDGET
\$270,625,282

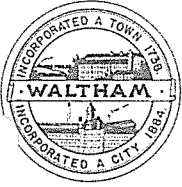


FY2019 State Aid Estimates

Waltham

	FY2018	FY2019 Governor <u>Proposal</u>	FY2019 House <u>Proposal</u>	FY2019 Senate <u>Proposal</u>	FY2019 Conf Comm <u>Proposal</u>
Education:					
Chapter 70	12,031,585	12,443,193	12,616,527		
School Transportation	0	0	0		
Charter Tuition Reimbursement	13,395	27,472	8,930		
Smart Growth School Reimbursement	0	0	0		
Offset Receipts:					
School Choice Receiving Tuition	0	0			
Sub-total, All Education Items:	12,044,980	12,470,665	12,625,457	0	0
General Government:					
Unrestricted Gen Gov't Aid	9,593,304	9,929,070	9,929,070		
Local Sh of Racing Taxes	0	0	0		
Regional Public Libraries	0	0	0		
Urban Revitalization	0	0	0		
Veterans Benefits	69,552	82,136	82,136		
State Owned Land	6,120	6,446	6,446		
Exemp: VBS and Elderly	181,273	182,287	182,287		
Offset Receipts:					
Public Libraries	70,769	70,955	70,215		
Sub-Total, All General Government	9,921,018	10,270,894	10,270,154	0	0
Total Estimated Receipts	21,965,998	22,741,559	22,895,611	0	0
INCREASE (DECREASE) FROM PRIOR YEAR		775,561	929,613		

	FY2019 State Aid Assessments				
	FY2018	FY2019 Governor <u>Proposal</u>	FY2019 House <u>Proposal</u>	FY2019 Senate <u>Proposal</u>	FY2019 Conf Comm <u>Proposal</u>
County Assessments:					
County Tax	0	0	0		
Suffolk County Retirement	0	0	0		
Essex County Reg Comm Center	0	0	0		
Sub-Total, County Assessments:	0	0	0	0	0
State Assessments and Charges:					
Retired Employees Health Insurance	10,847	8,282	8,282		
Retired Teachers Health Insurance	0	0	0		
Mosquito Control Projects	0	0	0		
Air Pollution Districts	21,209	21,716	21,716		
Metropolitan Area Planning Council	32,431	33,020	33,020		
Old Colony Planning Council	0	0	0		
RMV Non-Renewal Surcharge	63,560	63,560	63,560		
Sub-Total, State Assessments:	128,047	126,578	126,578	0	0
Transportation Authorities:					
MBTA	1,367,736	1,396,678	1,396,678		
Boston Metro. Transit District	0	0	0		
Regional Transit	0	0	0		
Sub-Total, Transp Authorities:	1,367,736	1,396,678	1,396,678	0	0
Annual Charges Against Receipts:					
Multi-Year Repayment Program	0	0	0		
Special Education	0	0	0		
STRAP Repayments	0	0	0		
Sub-Total, Annual Charges:	0	0	0	0	0
Tuition Assessments:					
School Choice Sending Tuition	80,272	82,656	82,656		
Charter School Sending Tuition	303,429	260,626	194,308		
Sub-Total, Tutition Assessments:	383,701	343,282	276,964	0	0
Total Estimated Charges:	1,879,484	1,866,538	1,800,220	0	0
INCREASE (DECREASE) FROM PRIOR YEAR					
		(12,946)	(79,264)		



City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

TO: The City Council
RE: FY 2019 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 2019 budget schedules and municipal budget books.

I respectfully request the appropriation of \$180,826,962.00 raised in the revenue of fiscal year 2019.

Sincerely,



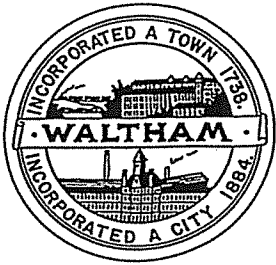
Jeannette A. McCarthy

JAM/jm

Enclosure – CD

City Council Order

Municipal Budget Book with attachments



CITY OF WALTHAM

IN THE CITY COUNCIL

610 Main Street Waltham, Massachusetts 02452

Order # _____

Ordered:

That the amount of \$180,826,962 be appropriated to the accounts designated in the attached budget schedule to fund the fiscal year 2019 Municipal budget and said amount be assessed in the Revenue of 2019.

Read & Adopted:

Approved:

Attest:

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

CITY COUNCIL		111		
	SALARIES		304,400	
	EXPENSES		70,542	
	EQUIPMENT & UNUSUAL		10,250	385,192
MAYOR'S OFFICE		121		
	SALARIES		279,166	
	EXPENSES		25,050	
	EQUIPMENT & UNUSUAL		386,450	690,666
AUDITOR		135		
	SALARIES		618,897	
	EXPENSES		4,800	
	EQUIPMENT & UNUSUAL		155,000	778,697
INTEREST & CERTIFICATION		750		
	EXPENSES		2,345,000	2,345,000
REDEMPTION OF BONDS		710		
	EXPENSES		8,252,000	8,252,000
TREASURER & COLLECTOR / PAYMASTER		145		
	SALARIES		950,086	
	EXPENSES		318,600	1,268,686
ASSESSMENTS		141		
	SALARIES		469,887	
	EXPENSES		110,120	580,007
PURCHASING SERVICES		138		
	SALARIES		243,900	
	EXPENSES		4,770	
	SPECIAL ITEMS		320,000	568,670
ADMINISTRATION OF TRUST FUNDS		149		
	SALARIES		4,000	4,000
LAW DEPARTMENT		151		
	SALARIES		989,316	
	EXPENSES		106,900	
	EQUIPMENT & UNUSUAL		72,500	1,168,716
BUILDINGS GENERAL/ MAINTENANCE/ REPAIR/CODE ENFORCE		192		
	SALARIES		1,959,142	
	EXPENSES		422,400	2,381,542

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

PUBLIC BUILDING UTILITIES	193		
EXPENSES		1,075,700	1,075,700
CENTRAL TELEPHONE SERVICE	156		
SALARIES		28,538	
EXPENSES		190,000	218,538
WORKER'S COMPENSATION	912		
EXPENSES		520,000	520,000
CONTRIBUTORY RETIREMENT/NON CONTRIBUTORY	911 / 918		
EXPENSES		17,350,149	17,350,149
HOSPITAL & MEDICAL INSURANCE & OME	914 / 917		
EXPENSES		47,866,000	47,866,000
GROUP LIFE INSURANCE & SOCIAL SECURITY	915 / 917		
EXPENSES		115,000	115,000
HUMAN RESOURCES	152/153/913		
SALARIES		330,752	
EXPENSES		36,450	
EQUIPMENT & UNUSUAL		38,000	405,202
CITY CLERK	161		
SALARIES		342,600	
EXPENSES		97,425	
OTHER CHARGES		2,100	442,125
INFORMATION TECHNOLOGY	155		
SALARIES		1,204,701	
EXPENSES		346,825	
EQUIPMENT & UNUSUAL		30,000	1,581,526
VOTER REGISTRATION	163		
SALARIES		211,504	
EXPENSES		150,450	361,954
GENERAL MANAGEMENT AND SUPPORT			
TOTAL (A)			88,359,370
POLICE WAGES	210		
SALARIES / WAGES		17,172,292	17,172,292

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

POLICE		210		
	EXPENSES		302,400	
	EQUIPMENT & UNUSUAL		201,835	
	SPECIAL ITEMS		237,875	742,110
POLICE DISPATCH		215		
	WAGES		1,944,776	
	EXPENSES		39,941	
	SPECIAL ITEMS		15,400	2,000,117
FIRE WAGES		220		
	SALARIES / WAGES		16,394,730	16,394,730
FIRE		220		
	EXPENSES		550,800	
	EQUIPMENT & UNUSUAL		73,000	
	SPECIAL ITEMS		248,904	872,704
FIRE - AUXILIARY		292		
	EXPENSES		9,000	
	SPECIAL ITEMS		3,500	12,500
EMERGENCY MANAGEMENT		291		
	SALARIES		78,985	
	EXPENSES		3,100	
	EQUIPMENT & UNUSUAL		7,600	
	SPECIAL ITEMS		400	90,085
WIRES SUPPORT/ INSPECTION/ ELECTRICIANS / SIGNAL MAINT		245		
	SALARIES		841,729	
	EXPENSES		314,490	
	EQUIPMENT & UNUSUAL		27,500	1,183,719
WIRES STREET LIGHTING		424		
	EXPENSES		530,000	530,000
LICENSING		165		
	SALARIES		15,600	
	EXPENSES		3,875	19,475
PROTECTION OF PERSONS AND PROPERTY TOTAL (B)				39,017,732

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

OFFICE OF PUBLIC HEALTH/ CODE ENFORCEMENT /W & M		510		
	SALARIES		816,823	
	EXPENSES		53,409	
	EQUIPMENT & UNUSUAL		100,600	970,832
CONSERVATION OF HEALTH TOTAL (C)				970,832
VETERANS BENEFITS & SERVICES		543		
	SALARIES		195,408	
	EXPENSES		192,675	388,083
COUNCIL ON AGING/MEALS ON WHEELS		541		
	SALARIES		549,085	
	EXPENSES		233,023	782,108
CELEBRATION OF HOLIDAYS		692		
	EXPENSES		10,450	10,450
DISABILITIES SERVICES		560		
	SALARIES		7,000	
	EXPENSES		200	7,200
IMPROVEMENT OF GENERAL WELFARE TOTAL (D)				1,187,841
CONSOLIDATED PUBLIC WORKS		420 / 421 / 422		
	SALARIES / WAGES		5,205,227	
	EXPENSES		2,965,465	
	EQUIPMENT & UNUSUAL		5,600,000	13,770,692
SERVICES TO PROPERTY TOTAL (E)				13,770,692
LIBRARY		610		
	SALARIES / WAGES		2,408,102	
	EXPENSES		402,349	
	EQUIPMENT & UNUSUAL		73,350	2,883,801

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

PARK & RECREATION GENERAL SUPPORT	630		
SALARIES / WAGES		888,815	
EXPENSES		18,625	
EQUIPMENT & UNUSUAL		42,000	949,440
KALEIDOSCOPE, POOLS, SPRAY PARKS	631		
WAGES		66,500	
EXPENSES		126,000	
EQUIPMENT & UNUSUAL		3,500	196,000
SUMMER FUN AT PROSPECT HILL	632		
WAGES		74,000	
EXPENSES		12,800	86,800
SUPPORT OF RECREATION ACTIVITIES	633		
EXPENSES		107,000	
EQUIPMENT & UNUSUAL		10,500	117,500
VETERAN'S MEMORIAL SKATING RINK	640-630		
WAGES		149,377	
EXPENSES		246,725	
EQUIPMENT & UNUSUAL		21,000	
SPECIAL ITEMS		12,000	429,102
<hr/>			
CULTURAL AND RECREATIONAL ACTIVITIES TOTAL (F)			4,662,643
<hr/>			
OFFICE OF CITY PLANNER	175		
SALARIES		296,892	
EXPENSES		2,800	
EQUIPMENT & UNUSUAL		10,000	309,692
HOUSING OFFICE	183		
SALARIES		358,030	
EXPENSES		101,550	
EQUIPMENT & UNUSUAL		100,000	559,580
BOARD OF SURVEY & PLANNING	174		
SALARIES		17,000	
EXPENSES		4,900	21,900
ZONING BOARD OF APPEALS	176		
SALARIES		23,000	
EXPENSES		34,000	57,000

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

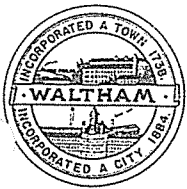
TRAFFIC ENGINEERING		480		
	SALARIES		425,935	
	EXPENSES		66,766	
	EQUIPMENT & UNUSUAL		75,000	567,701
CONSERVATION COMMISSION		171		
	SALARIES		47,123	
	EXPENSES		2,393	49,516
HISTORICAL COMMISSION		691		
	SALARIES		7,000	
	EXPENSES		6,780	
	EQUIPMENT & UNUSUAL		12,500	26,280
PAINE ESTATE FUNCTIONS		670		
	SALARIES		122,487	
	EXPENSES		34,750	
	EQUIPMENT & UNUSUAL			157,237
ENGINEERING DESIGN & SURVEY		410		
	SALARIES		528,970	
	EXPENSES		11,100	540,070
COMMUNITY DEVELOPMENT				
TOTAL (G)				2,288,976
WATER & SEWER BILLING & COMPLIANCE		610-451		
	SALARIES		183,698	
	EXPENSES		55,800	239,498
ENGINEERING WATER ADMINISTRATION		610-450		
	SALARIES		366,026	
	EXPENSES		4,300	
	EQUIPMENT & UNUSUAL		30,000	400,326
CPW WATER ADMINISTRATION		610-450		
	SALARIES		314,892	
	EXPENSES		2,000	316,892
WATER MAINTENANCE & OPERATIONS		610- 452/454		
	WAGES		828,140	
	EXPENSES		380,600	
	EQUIPMENT & UNUSUAL		9,663,830	10,872,570

**COUNCIL ORDER
MAYOR RECOMMENDATION**

FISCAL YEAR 2019 BUDGET

REDEMPTION OF BONDS		610-710		
	EXPENSES		1,028,000	1,028,000
INTEREST & CERTIFICATION		610-750		
	EXPENSES		176,000	176,000
CEMETERY COMMISSION		491		
	SALARIES		3,000	3,000
SEWER		600-440		
	WAGES		725,881	
	EXPENSES		414,000	
	EQUIPMENT & UNUSUAL		14,183,709	15,323,590
REDEMPTION OF BONDS		600-710		
	EXPENSES		1,671,000	1,671,000
INTEREST & CERTIFICATION		600-750		
	EXPENSES		538,000	538,000
<hr/>				
PUBLIC SERVICE ENTERPRISES				
TOTAL (H)				30,568,876

TOTAL MUNICIPAL	180,826,962
PUBLIC EDUCATION	87,593,305
PARKING METERS	404,795
GRAND TOTAL	268,825,062



City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

TO: The City Council
RE: FY 2019 School Budget

Dear Councillors:

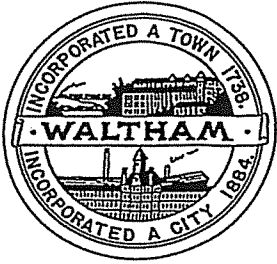
Please be advised that I made a cut in the amount of \$687,500.00 from the School's Committee's budget request of \$88,280,805.00, for a recommended budget of \$87,593,305.00. (I identified cuts - \$250,000.00 circuit breaker reserve, \$337,500.00 technology request that will be funded from the School Department's FY18 funds and \$100,000.00 new HR personnel to make the reduction.)

Sincerely,

Jeannette A. McCarthy

JAM/jm

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 \$87,593,305 be appropriated to fund the fiscal year 2019 School budget and said amount be assessed in the Revenue of 2019.

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** TRANSFER OF APPROPRIATIONS; RESTRICTIONS
33B

[Subsection (a) effective until November 7, 2016. For text effective November 7, 2016, see below.]

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, an amount appropriated for the use of any department other than a municipal light department or a school department to the appropriation for any other department, but the amount transferred from 1 department to another may not exceed, in the aggregate, 3 per cent of the annual budget of the department from which the transfer is made. 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.

[Subsection (a) as amended by 2016, 218, Sec. 75 effective November 7, 2016. For text effective until November 7, 2016, see above.]

(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.

[Subsection (b) effective until November 7, 2016. For text effective November 7, 2016, see below.]

(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 establish 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 for the use of any department other than a municipal light department or a school department to the appropriation for any other department or within a department, but the amount transferred from 1 department to another or within a department may not exceed, in the aggregate, 3 per cent of the annual budget of the department from or within which the transfer is made or \$5,000, whichever is greater.

[Subsection (b) as amended by 2016, 218, Sec. 76 effective November 7, 2016. For text effective until November 7, 2016, see above.]

(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.



Waltham Public Schools

Drew M. Echelson, Ed.D, *Superintendent*
drewechelson@k12.waltham.ma.us

TO: Mayor Jeannette A. McCarthy
FROM: Drew M. Echelson, Clerk
DATE: April 26, 2018
RE: FY19 School Committee Budget

At their April 25, 2018 meeting, the Waltham School Committee took the following vote:

VOTED: On motion of Ms. Donnelly, seconded by Mr. Graceffa, to request of the Mayor to request of the City Council, for the school department FY19 budget, the amount of \$88,280,805. Roll call: Mr. Rando, yes; Mr. Graceffa, yes; Ms. Donnelly, yes; Mrs. AlJammal, yes; Mr. Frassica, yes; Mr. Tarallo, yes.

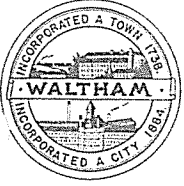
CITY OF WALTHAM
CITY vs SCHOOL COMPARISON
FY 2019

	CITY	SCHOOL	TOTAL
GENERAL FUND BUDGET	145,556,984	87,593,305	233,150,289
SCHOOL COSTS INCLUDED IN CITY BUDGET			
INDIRECT COSTS (HEALTH INSURANCE/PENSIONS/OTHER ADMINISTRATIVE)	(30,975,000)	30,975,000	0
DEBT COSTS (PRINCIPAL/INTEREST PAYMENTS - SCHOOL CAPITAL PROJECTS)	(4,228,965)	4,228,965	0
GENERAL FUND BUDGET (ADJUSTED)	110,353,019	122,797,270	233,150,289
GENERAL FUND BUDGET (PERCENTAGE)	47.3%	52.7%	

CITY OF WALTHAM
SCHOOL BUDGET

FY 2019

SCHOOL BUDGET (NET OF TRANSPORTATION)	82,756,863
SCHOOL INDIRECT COSTS INCLUDED IN CITY BUDGET	30,975,000
TOTAL	113,731,863
NET SCHOOL SPENDING (REQUIRED)	69,751,977
EXCESS OVER NET SCHOOL SPENDING	43,979,886



City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

TO: The City Council
RE: FY 2019 Parking Meter Budget

Dear Councillors:

I respectfully request an appropriation in the amount of \$404,795.00 to fund the parking meter budget for fiscal year 2019.

From: Parking Meter Receipts Reserves

To: Parking Meter – Salaries	232-480-5100	\$209,665.00
Parking Meter – Expenses	232-480-5200	\$134,933.00
Parking Meter – Equipment/Unusual	232-480-5400	\$ 58,197.00
Parking Meter – Uniforms	232-480-5500	\$ 2,000.00

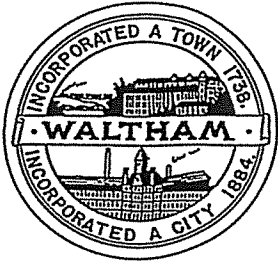
Sincerely,

Jeannette A. McCarthy

JAM/jm

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 \$404,795 be appropriated to fund the Parking Meter budget for fiscal year 2019.

FROM:

Parking Meter Receipts Reserve	\$404,795
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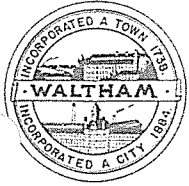
TO:

Parking Meter - Salaries	#232-480-5100	\$209,665
Parking Meter - Expenses	#232-480-5200	\$134,933
Parking Meter - Equipment & Unusual	#232-480-5400	\$ 58,197
Parking Meter - Uniforms	#232-480-5500	\$ 2,000

Read & Adopted:

Approved:

Attest:



City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

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.

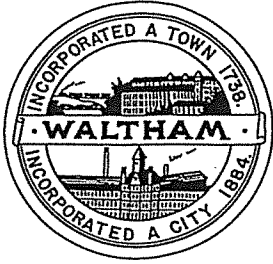
The City Auditor will be available during budget hearings to answer any questions you may have concerning this request.

Sincerely,

Jeannette A. McCarthy

JAM/jm

cc: Paul Centofanti



CITY OF WALTHAM

IN THE CITY COUNCIL

610 Main Street Waltham, Massachusetts 02452

Order # _____

Ordered:

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

Read & Adopted:

Approved:

Attest:

City of Waltham
City Clerk Revolving Fund

Balance - July 1, 2017	69,148
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Revenues	9,838
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Public Notices	
Bright School Rental	

Expenditures - Expenses	4,938
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Public Notices	
Bright School Rental	

Balance - May 4, 2018	74,047
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City of Waltham
Council on Aging Revolving Fund

<u>Balance - July 1, 2017</u>	<u>132,872</u>
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<u>Revenues</u>	<u>70,627</u>
COA Programs	

<u>Expenditures - Expenses</u>	<u>90,573</u>
COA Programs	

<u>Balance - May 4, 2018</u>	<u>112,926</u>
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City of Waltham
Recreation Revolving Fund

Balance - July 1, 2017	593,965
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Revenues	156,024
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Recreation Programs
Community Center
Chill Zone
Veterans Fields

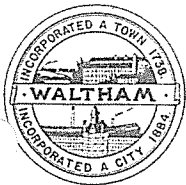
Expenditures - Wages	35,448
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Recreation Programs
Community Center
Chill Zone
Veterans Fields

Expenditures - Expenses	177,343
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Recreation Programs
Community Center
Chill Zone
Veterans Fields

Balance - May 4, 2018	537,198
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City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

TO: The City Council
RE: PEG Access and Cable Related Fund

Dear Councillors:

I respectfully request that the City Council accept M.G.L Chapter 44, Section 53 F ¾ by a majority vote for the purpose of establishing a special revenue fund for cable franchise fees and other cable-related monies negotiated in cable television agreements in support of public, education, and government (PEG) programming, and other municipal cable-related expenses. An appropriation is required to spend any money in the fund.

Communities have until June 30, 2019 to implement a revenue or an enterprise fund. The balance in the account is \$1,548,102.39, which will be transferred to the fund upon acceptance, otherwise the money is closed to the City's General Fund.

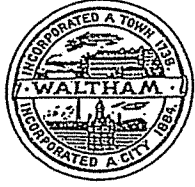
I attach a draft order.

Respectfully submitted,

Jeannette A. McCarthy

JAM/ccb

Enclosures



CITY OF WALTHAM IN THE CITY COUNCIL

610 Main Street Waltham, Massachusetts 02452

Order # _____

Ordered:

The Waltham City Council accepts General Laws Chapter 44, Section 53 F $\frac{3}{4}$, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreements, the fund to begin operation for fiscal year 2019, which begins on July 1, 2018.

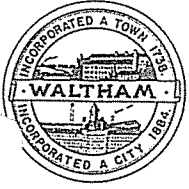
Part I ADMINISTRATION OF THE GOVERNMENT

Title VII CITIES, TOWNS AND DISTRICTS

Chapter 44 MUNICIPAL FINANCE

Section PEG ACCESS AND CABLE RELATED FUND
53F3/4

Section 53F3/4. Notwithstanding section 53 or any other general or special law to the contrary, a municipality that accepts this section may establish in the treasury a separate revenue account to be known as the PEG Access and Cable Related Fund, into which may be deposited funds received in connection with a franchise agreement between a cable operator and the municipality. Monies in the fund shall only be appropriated for cable-related purposes consistent with the franchise agreement, including, but not limited to: (i) support of public, educational or governmental access cable television services; (ii) monitor compliance of the cable operator with the franchise agreement; or (iii) prepare for renewal of the franchise license.



City of Waltham

Jeannette A. McCarthy
Mayor

May 14, 2018

TO: The City Council

RE: FY 2019 Budget - Requested Compensation Ordinance Changes

Dear Councillors:

I respectfully request amendments to the Compensation Ordinance per the attached draft ordinances to reflect the changes in my FY 2019 budget recommendations.

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

Sincerely,

Jeannette A. McCarthy

JAM/ccb

Enclosures

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

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 B2, as most recently amended, is hereby further amended by adding:

1. Assistant City Auditor for additional services as Financial Advisor to Building, Water & Sewer, CIP, Chapter 90 and CPA \$3,000.00
2. City Solicitor (for services after 8:30 a.m. to 4:30 p.m. to City Council, School Committee, City Boards and Commissions and Neighborhood Meetings as assigned by the City Solicitor) \$3,000.00
3. First Assistant City Solicitor (for services after 8:30 a.m. to 4:30 p.m. to City Council, School Committee, City Boards and Commissions and Neighborhood Meetings as assigned by the City Solicitor) \$3,000.00
4. Assistant City Solicitors (for services after 8:30 a.m. to 4:30 p.m. to City Council, School Committee, City Boards and Commissions and Neighborhood Meetings as assigned by the City Solicitor) \$2,000.00
5. Purchasing Agent for additional services as Energy Coordinator \$3,000.00
6. Assistant Treasurer & Collector for additional services as Parking Control Clerk \$3,000.00
7. Council on Aging Director for additional Services as Outreach Worker \$1,000.00
8. Council on Aging Administrative Assistant for additional services as Outreach Worker \$1,000.00
9. Council on Aging Office Coordinator for additional services as Outreach Worker \$1,000.00.

First Reading:

Attest

Second Reading:

Third and Final Reading:

Approved

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

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. 2-29. Classification of Positions, subsection B.2, as most recently amended, is hereby further amended by deleting from the list of positions in Grade 20, the following position: Consolidated Public Works Director and by adding to the list of positions in Grade 21, the following position: Consolidated Public Works Director.

Article V of Chapter 2 of the General Ordinances of the City of Waltham entitled "Compensation," Sec. 2-29. Classification of Positions, subsection B.2, as most recently amended, is hereby further amended by deleting from the list of positions in Grade 10, the following position: Assistant to Parking Clerk.

First Reading:

Attest

Second Reading:

Third and Final Reading:

Approved