

Budget and Finance Committee

9/30/21 6:30 pm City Council Chambers/Hybrid

Meeting Post: <https://www.cityofnewburyport.com/city-council/events/29206>

Roll:

Councillors McCauley, Zeid, Khan
Ethan Manning, Paula Burke

Matters (Green = Coming out of Committee, Yellow = Remains in Committee):

1) **ORDR265_08_09_2021 CPC-FY22 Recommendations (COTW)**

#	Description	Vote	Discussion
11	Nock Tennis	<ul style="list-style-type: none">Keep in Committee (AK, JM, 3-0)	<ul style="list-style-type: none">Previously amended to remove Friends of as an awardee (2-0)School Committee discussed againThey are willing to be the project managerCllr. McCauley raised continued issuesCPC, October 13thMayor has stated that the application will be cleaned up to show Schools in consultation with Parks and get updated approval from CPC before next meeting

2) **ORDR269_08_09_2021 Friends of COA Gift Acceptance**

- * Will be multi-purpose
- * Paula Burke, Director of COA
- * James Jones, 2 Lolls Lane, Lower Level
- * Rosemary Dese, 8 Benders Ave.
- * Mike Bartlett – believes this is far enough from neighbors

Amended in committee, 3-0

Approve as amended SZ, AK – 3-0 (see attached for amendment)

3) **ODNC090_08_09_2021 Proposed Electrical Fee Schedule**

- * Greg Earls
- * Comps provided
- * Prototypical projects
- * Discussed in Committee

Approve as amended AK, JM, 2-1

4) **ORDR277_08_30_2021 Municipal Fee Schedule Fiscal Year 2022 4**

Discussed and debated ordinance vs order
Discussed expanding to include full universe of fees

Discussed updating proposal to reflect recently adopted fees from Building Dept.

5) ODNC094_08_30_2021 Municipal Fee Schedule

See above

6) ORDR282_09_27_2021 Equipment Lease Order

Ethan, continuation

First 4 already "approved"

Last 1 is new, paid for from Harbor Commission – monthly allowance

Approve AK, JM, 3-0

7) TRAN111_09_27_2021 Transfer Multiple \$42,327.42 to Multiple \$42,327.42

Awaiting red-line from Ethan Manning

8) COMM353_09_27_2021 Newburyport Public Library Annual Report

Need to invite Library Director

9) COMM348_09_13_2021 FY2021 Year End Report

* Motor vehicle excise has slowed down (supply chain issues for new vehicles)

* Meals and lodging getting back to pre-pandemic levels

* Building permits actually went up for FY21

* Reserve funds (free cash) – ended the year with just under \$1.2M in free cash

* Projection from \$2-2.5m

* Enterprise funds were strong

* Projections for enterprise funds

* Free cash will certify, early November

Synopsis from E. Manning (see further pages in this document for more information)

- "Expenditures: Ended in line with previous years; departments spent 98.0% of what was appropriated, with the unspent balances closing back to free cash and retained earnings.
- Revenue: Both the general fund and enterprise funds surpassed the FY21 estimates. On a YoY basis, the general fund increased by 1.7%, water ent fund by 11.2%, sewer ent fund by 10.5% and harbormaster ent fund by 26.2%. Water/Sewer increases were primarily driven by higher usage; most notably on the residential side as more people were working and learning remotely from their homes. The Harbormaster increase was driven by both higher utilization of the waterways and a revised rate structure that took effect at the start of FY21.
- Fund Balances: At the end of the year, there was \$1.17M remaining in free cash, which combined with unspent appropriations and higher than estimated revenue, should result in a new certified value of approximately \$2.0-\$2.5M. Remaining retained earning balances at year-end were: Water \$682K, Sewer \$570K and Harbormaster \$544K. Anticipating new certified values of: Water \$1.4M, Sewer \$1.6-1.7M, and Harbormaster \$800-900K. "

Receive and File AK, JM 3-0

10) COMM311_03_08_2021 Cllr Tontar letter re: KP Law Legal Opinion on Council Salaries

Receive and File AK, JM 3-0

11) ORDR280_09_13_2021 Cutter Fire Station Loan Order

Councillor McCauley reported to get paperwork finalized, with the lawyers

12) ORDR281_09_13_2021 Authorizing Land Taking w/Waiver of Appraisal & Damages w/Bond

See #11 above

Recording:

https://us02web.zoom.us/rec/share/rt_VNU2yBM_VEViUC8voN7Fk28XuOMY4HLhMikpK94PuswPqSSepA4_P-kOwVtb.7t4Ma1fjp3E_tC9O

Passcode: 2V#1#lbb

Adjourn: 8:48pm

August 9, 2021

Amended in Committee on 9/30/21

THAT, The CITY COUNCIL of the City of Newburyport accepts with gratitude a gift from the Newburyport Friends of the Council on Aging in the amount of \$15,700 for the design of a Multi-Purpose Outdoor Space that will accommodate two pickleball courts at the Newburyport Senior/Community Center. These funds are accepted in accordance with M.G.L. Chapter 44, Section 53A.

The intent is that the Council-on-Aging and Friends of the Council on Aging intend to raise all of the funds needed for construction for this project from various non-City sources. Further, should this project come to fruition, the intent to create a preference for Newburyport residents for use of this new resource.

Prior to issuing a Request for Proposal for construction, a formal approval of use for the land by the City Council shall be issued.

Councillor Sharif I. Zeid

Additional Information from E. Manning re year-end report

Historical Local Receipts Comparison Through 6/30/2021

	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY19 vs. FY21	FY20 vs. FY21	
MOTOR VEHICLE REVENUE	\$2,528,836	\$2,620,498	\$2,707,801	\$2,710,467	\$2,747,357	\$2,963,027	\$2,874,396	\$127,039	-\$88,631	Excise Taxes
MEALS EXCISE	\$561,480	\$586,573	\$591,292	\$627,528	\$657,825	\$600,503	\$569,637	-\$88,188	-\$30,866	
CO MA ROOM OCCUPANCY	\$112,842	\$130,608	\$220,859	\$223,725	\$226,301	\$272,723	\$242,075	\$15,774	-\$30,648	
CO MA URBAN REDEVELOPMENT	\$106,306	\$108,744	\$112,011	\$112,141	\$116,346	\$124,410	\$233	-\$116,113	-\$124,177	
INTEREST/PENALTIES	\$383,169	\$331,595	\$296,694	\$370,159	\$343,545	\$310,774	\$332,363	-\$11,182	\$21,589	
PAYMENT IN LIEU OF TAXES	\$58,107	\$100,377	\$61,351	\$62,612	\$82,083	\$37,089	\$27,196	-\$54,887	-\$9,893	
OFF DUTY FEES	\$427,297	\$308,849	\$196,109	\$250,357	\$171,997	\$137,188	\$157,716	-\$14,281	\$20,528	
MUNICIPAL LIENS	\$85,625	\$87,455	\$83,100	\$85,527	\$82,200	\$82,550	\$78,900	-\$3,300	-\$3,650	
TAX TITLE FEES	\$37,855	\$30,783	\$33,327	\$38,793	\$63,395	\$42,899	\$26,403	-\$36,992	-\$16,496	
REGISTRY FEES	\$21,410	\$21,957	\$23,900	\$20,450	\$21,475	\$29,400	\$34,227	\$12,752	\$4,827	
OTHER FEES	\$9,020	\$13,053	\$5,577	\$6,960	\$6,700	\$2,700	\$1,300	-\$5,400	-\$1,400	
FIRE MASTER BOX CONNECTION FEE	\$135	\$10	\$35	\$0	\$0	\$17	\$100	\$100	\$83	
TOTAL FEES	\$581,343	\$462,106	\$342,048	\$402,086	\$345,767	\$294,754	\$298,646	-\$47,121	\$3,893	
CLK COPIES/RECORDINGS	\$45,747	\$47,293	\$50,738	\$49,522	\$56,234	\$49,426	\$56,394	\$160	\$6,968	
CLK BUSINESS CERTIFICATES	\$7,590	\$7,290	\$8,610	\$8,885	\$8,135	\$6,045	\$8,940	\$805	\$2,895	
CLK ZONING/ORDINANCES	\$3,010	\$3,040	\$5,045	\$2,985	\$1,810	\$955	\$6,680	\$4,870	\$5,725	
TOTAL OTHER DEPT REVENUE	\$56,347	\$57,623	\$64,393	\$61,392	\$66,179	\$56,416	\$72,014	\$5,835	\$15,598	
BLDG DEPT ALTERATION PERMITS	\$320,345	\$372,698	\$510,239	\$293,935	\$567,657	\$426,687	\$565,969	-\$1,688	\$139,282	Building Permits
BUILDING PERMITS	\$41,326	\$278,023	\$74,597	\$164,110	\$130,477	\$221,658	\$108,556	-\$21,921	-\$113,102	
BLDG DEPT OTHER PERMITS	\$15,472	\$17,179	\$25,513	\$26,672	\$35,205	\$35,725	\$70,505	\$35,300	\$34,780	
SUB-TOTAL BUILDING PERMITS	\$377,143	\$667,900	\$610,350	\$484,717	\$733,340	\$684,070	\$745,030	-\$11,690	\$60,960	
ALCOHOLIC BEVERAGES	\$207,955	\$212,640	\$210,913	\$227,200	\$219,738	\$194,920	\$36,075	-\$183,663	-\$158,845	Licensing Commission Fees
HEALTH DEPT PERMITS	\$106,163	\$87,237	\$58,140	\$116,443	\$79,280	\$40,497	\$79,084	-\$196	\$38,587	
CLK PASSPORT	\$36,980	\$41,960	\$47,735	\$52,893	\$62,237	\$39,160	\$10	-\$62,227	-\$39,150	Passports
ROAD OPENING PERMIT	\$11,000	\$11,258	\$28,672	\$25,812	\$35,342	\$30,220	\$11,862	-\$23,480	-\$18,358	
FIRE PERMITS	\$17,340	\$17,164	\$16,840	\$17,134	\$26,037	\$32,583	\$43,519	\$17,482	\$10,936	
CLK DOG LICENSES	\$13,185	\$14,385	\$12,565	\$12,525	\$12,935	\$10,900	\$11,125	-\$1,810	\$225	
UTILITY CONTRACTORS LICENSE	\$9,200	\$10,500	\$10,200	\$12,776	\$9,500	\$5,092	\$12,500	\$3,000	\$7,408	
CLK MARRIAGE LICENSES	\$3,830	\$3,865	\$5,040	\$4,910	\$4,410	\$2,388	\$2,940	-\$1,470	\$552	
LICENSES/PERMITS DPW	\$1,800	\$2,850	\$4,405	\$3,078	\$3,500	\$12,652	\$1,520	-\$1,980	-\$11,132	
UTILITY PERMITS	\$0	\$803	\$5,380	\$4,175	\$2,100	\$1,550	\$125	-\$1,975	-\$1,425	
STORM WATER PERMIT FEES	\$0	\$533	\$54	\$2,857	\$1,107	\$317	\$271	-\$836	-\$46	
RAFFLE PERMITS	\$530	\$440	\$375	\$0	\$650	\$625	\$700	\$50	\$75	
INTEREST ON TAX TITLES	\$550	\$320	\$85	\$150	\$0	\$0	\$672	\$672	\$672	
CLK YARD SALE PERMITS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
OTHER LICENSES	\$0	\$0	-\$35	\$0	-\$24	\$99	\$150	\$174	\$51	
SUB-TOTAL OTHER L/P	\$200,578	\$191,315	\$189,946	\$252,752	\$237,073	\$176,083	\$164,478	-\$72,596	-\$11,606	
TOTAL LICENSES/PERMITS	\$785,676	\$1,071,855	\$1,011,209	\$964,669	\$1,190,151	\$1,055,073	\$945,583	-\$244,568	-\$109,491	
COURT FINES	\$7,087	\$8,088	\$12,529	\$12,911	\$11,612	\$7,327	\$4,803	-\$6,809	-\$2,525	
PARKING FINES	\$940	\$6,498	\$1,465	\$895	\$680	\$20	\$95	-\$585	\$75	
TOTAL FINES & FORFEITS	\$8,027	\$14,586	\$13,994	\$13,796	\$12,292	\$7,347	\$4,898	-\$7,394	-\$2,450	
INTEREST ON INVESTMENT	\$46,558	\$49,074	\$60,015	\$131,781	\$271,752	\$238,029	\$59,770	-\$211,982	-\$178,259	

Local Option Meals/Rooms Tax Comparison Per Quarter
Through 6/30/2021

Fiscal Year	Meals - Quarter Ending:				
	September	December	March	June	Total
2018	\$180,823	\$180,782	\$132,200	\$133,724	\$627,529
2019	\$191,882	\$177,766	\$143,794	\$144,382	\$657,824
2020	\$193,505	\$187,300	\$155,040	\$64,579	\$600,424
2021	\$147,707	\$171,342	\$114,497	\$136,322	\$569,868

Fiscal Year	Rooms - Quarter Ending:				
	September	December	March	June	Total
2018	\$70,453	\$82,499	\$38,471	\$32,303	\$223,726
2019	\$70,123	\$85,055	\$38,419	\$32,704	\$226,301
2020	\$73,328	\$123,834	\$50,871	\$24,689	\$272,722
2021	\$90,484	\$46,602	\$39,953	\$65,035	\$242,074

