

## Budget and Finance Committee

**3/16/23 6:00 PM**

**Meeting Post:** <https://www.cityofnewburyport.com/budget-finance/events/331341>

### **Roll:**

**B/F:** Zeid, Wright

**Other Members:**

**Staff:** Manning, Levine

**Agenda:** (green = coming out of cmte, pink = coming out of cmte amended, yellow = staying in cmte)

### **Priority 1 Business (plan to discuss):**

- **TRAN00149\_03\_13\_2023 Mayor: PRK Sal Parks Dir \$32,500 to HR Unemployment Claims \$20K, (B&F) HR Job Advertising \$3K, PRK Maint-Equip \$7K, PRK Restroom Rentals \$2,500**

- \$68673 remaining, \$32500 is being used to fund this transfer
- Unemployment claims is current in a deficit and will likely go into further deficit.
- Attracting applicants is harder to trying to attract more people with more posts
- Maintenance Equipment is in a small deficit. Replace equipment, etc. And maintenance. Going into spring
- Restroom rentals is in a small deficit in 2.5k. These portable restrooms became commonplace during COVID. More than a dozen throughout the city. Hitting procurement threshold under 30b. Send back to vendor with the intent of looking out into next season.
- MW – Will the \$20k get us through the end?
- EM – Yes, that is corrected. We started with \$20k, will need more
- MW – How many employees
- EM – Mainly 1 employee driving the need. City fought one claim but lost. Total award is \$28k
- SZ – Porta potties. Just don't have them
- EM – Will come back in some format
- SZ – What about pop up park
- EM – Yes part of conversation but not this money. Will go out to bid. Those were being charged to DPS
- MW – Can we use the current restrooms?
- SZ – What about the other half of the money?
- EM – No plan yet but looking at park staffing – part time and seasonal labor. If that runs in a deficit.
- Public comment –
  - Owen Smith 175 Storey Ave –
    - Unemployment claim relative to former Parks Dir

- Restroom – is that because these other funding streams dried up?
- Unemployment claim was about \$28k captured in this transfer
- Restrooms - Was mostly being funded by CARES then some FEMA. Disaster declaration. City has been on the hook since then.
- SZ – Anything when COVID ends on May 11<sup>th</sup>
- EM – Nothing really, residual parts of declaration? Nothing financial that can think of.
- EM - \$2m in ARPA

**Motion to recommend approval, MW/SZ – 2-0**

- **ODNC00144\_03\_13\_2023 Amend Ch 2-394 Departmental Revolving Funds**
  - Pretty straightforward based on Parks reorganization completion
  - SZ - Maybe Parks Manager in the future?

**Motion to recommend approval, MW/SZ: 2-0**

**Priority 2 Business (may get to based on timing):**

- **ODNC00129\_11\_01\_2022 Defining Conflict Rule for Dept. Heads (COTW)**
  - Chair summarized.
  - Motion to approve MW/SZ
  - Public Comment
    - Stephanie Niketic, 93 High St. – In support

**Motion to recommend approval MW/SZ: 2-0**

- **ODNC00130\_11\_01\_2022 Grants, Gifts, and Fees (COTW)**
  - Motion to Receive and File, MW/SZ
  - MW – Appreciate Finance Director comment
  - MW – Understand rationale
  - MW – Served Purpose of bringing this to the forefront
  - **Motion to recommend receive and file MW/SZ: 2-0**

- **ODNC00132\_11\_14\_2022 Mandated Reporting**

- Chair – Summarized and intent
- SZ – Willing to change City Auditor to City Solicitor in title and in third line
- MW - Expand on recommendation
- MW – Auditor of Mayor versus Auditor
- EM – Requiring City Auditor to disclose something that they can't disclose
- MW – My preference would be that it would be the City Auditor. It's the right function.
- MW – Willing to accept this compromise but still prefer Auditor. It's narrow.
- SZ – City Auditor in consultation with the Solicitor would that work?

- MW – Yes I think so
- EM – Yes, I think that can work
- Amendment is friendly
- **Motion to approve as amended, MW/SZ – 2-0**

**Priority 3 Business (unlikely to get to but may discuss if time allows):**

- **ORDR00336\_03\_28\_2022 ARPA Amesbury 250K (COTW)**

**Public Comment:**

See above within each matter.

**Motion to adjourn:**

MW/SZ 6:35 pm, MW/SZ, 2-0

**Recording:**

<https://us02web.zoom.us/rec/share/E3GAPtPUdED8qRzEXfKlgkK7moL019Ws0668aisoUwNhY77hB5INSFTcHYzESpnj.3FbMnGzRGxPwNig!>

**ORDINANCE 132 AMENDED**

Amended in Committee March 16<sup>th</sup>, 2023

**AN ORDINANCE REGARDING CITY AUDITOR MANDATED REPORTING**

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

**Chapter 2** Administration

**Article VI** Finance

**Insert Section 2 – 177**

Within 30 days of the discovery of credible evidence of either alleged or confirmed fraud, misuse, misdirection, embezzlement, loss, misappropriation, or otherwise illegal use of any public funds (together referred to as “*actions*” herein), the city auditor, **in consultation with the City Solicitor**, shall submit to the city council, via the city clerk, a letter stating the following:

- A) The nature of the alleged or confirmed *actions*
- B) The individual or individual(s) to have taken part in said *actions*
- C) The date or date range of such *actions*
- D) Actions taken to remedy the *actions*
- E) Actions taken to inhibit the *actions* in the future

Said letter may be submitted as executive session material, if deemed in the best interest of the City, but may not be withheld from the City Council.