



CITY OF NEWBURYPORT
FY2019 PROPOSED BUDGET
OTHER INFORMATION

1. FY2019 Vehicle Usage Information
2. FY2019 Salaries Funded From Multiple Sources
3. FY2018 Part-Time Earnings >\$3,000 (as of 5/4/2018)
4. FY2018 Regular 1099/Contracted Vendors
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**CITY OF NEWBURYPORT
EMPLOYEE VEHICLE USE AND COMPENSATION**

City Employees Who have Use of a City Vehicle 24 hours per day, 7 days per week				
Furnari	Anthony	DPS Director	2014 Ford Explorer	Vehicle plus gas (Fleetmaster)
Amaral	Wayne	DPS Deputy Director	2016 Ford Escape	Vehicle plus gas (Fleetmaster)
Tuccolo	Jamie	DPS Sewer Collect Supt.	2014 Ford Escape	Vehicle plus gas (Fleetmaster)
Lynch	Daniel	DPS Water Const. Mgr.	2014 Ford Escape	Vehicle plus gas (Fleetmaster)
Simons	Matthew	Lieutenant, Police	2008 Dodge Charger	Vehicle plus gas (Fleetmaster)
Siemasko	Richard	Sr Lieutenant, Police	2011 Chevy Impala	Vehicle plus gas (Fleetmaster)
Murray	Mark	Marshal, Police	2016 Ford Sedan	Vehicle plus gas (Fleetmaster)
McDonald	Christopher	Inspector, Police	2012 Ford Fusion	Vehicle plus gas (Fleetmaster)
Sugrue	Michael	Inspector, Police	2011 Chevy Impala	Vehicle plus gas (Fleetmaster)
LeClaire	Christopher	Fire Chief	2011 Chevy Tahoe	Vehicle plus gas (Fleetmaster)
Bradbury	Stephen	Deputy Fire Chief	2013 Chevy Tahoe	Vehicle plus gas (Fleetmaster)

City Employees Receiving Monthly Compensation for Use of their Personal Vehicles (FY18 Rates)				
Angelakis	Ted	Water Treatment Operations Superintendent	\$425/month	Vehicle Usage no mileage
Bartlett	Michael	Facilities Manager	\$425/month	Vehicle Usage no mileage
Binette	Peter	Building Commissioner	\$425/month	Vehicle Usage no mileage
Bone	James	Building Inspector	\$425/month	Vehicle Usage no mileage
Brennan	Jill	Assessor	\$275/month	Vehicle Usage no mileage
Egmont	Andrea	Youth Services Director	\$175/month	Vehicle Usage no mileage
Ettenborough	Molly	Sustainability Director	\$325/month	Vehicle Usage no mileage
Giacalone	Frank	Health Director	\$425/month	Vehicle Usage no mileage
Glynn	David	Assistant Assessor	\$425/month	Vehicle Usage no mileage
Hennessey	Michael	Parks Manager	\$275/month	Vehicle Usage no mileage
Hogg	Paul	Harbormaster	\$425/month	Vehicle Usage no mileage
Holiday	Donna	Mayor	\$425/month	Vehicle Usage no mileage
Hunt	Kevin	Veterans Affairs Director	\$425/month	Vehicle Usage no mileage
Kavanagh	Mark	Information Services	\$275/month	Vehicle Usage no mileage
Pratt	Chris	Sewer Chief Operator	\$425/month	Vehicle Usage no mileage
Reid	Lise	Parks Director	\$275/month	Vehicle Usage no mileage
Robillard	Roseann	Council on Aging Director	\$425/month	Vehicle Usage no mileage
Stanwood	Robert	Veterans Affairs Asst. Dir.	\$300/month	Vehicle Usage no mileage

*All municipal employees must comply with the City's Vehicle Safety and Use Policy as outlined in the Employee Handbook (attached).

VEHICLE SAFETY AND USE POLICY

MUNICIPAL VEHICLES

It is the policy of the City of Newburyport that certain positions require employee access to Municipal Vehicles, either during their work shift or on a 24-hour on-call basis. Municipal Vehicles are not Personal Vehicles and are not for personal use. Municipal Vehicles should be viewed as belonging to the citizens of Newburyport and are assigned solely for the purpose consistent with providing services to those citizens.

PERSONAL VEHICLES

It is the policy of the City of Newburyport to reimburse employees for reasonable expenses which they must incur as a result of Personal Vehicle use on behalf of the City. Receipts and Expense Reports must be submitted in a timely fashion (monthly) in order for employees to be reimbursed for such expenses.

VEHICLE STIPEND

It is the policy of the City of Newburyport that in the event an employee is required to use his/her Personal Vehicle on a year-round basis, and that employee has not be assigned a Municipal Vehicle, the Mayor may authorize the payment of a Vehicle Stipend. Such stipend may be rescinded with 30-day written notice. The provisions of this policy apply to all municipal government employees. Employees whose employment is regulated by collective bargaining agreement are subject only to those provisions of this policy not specifically regulated by agreement.

The assignment of municipal vehicles during work time is based upon job description. When municipal vehicles are available for this purpose, they may be assigned in a manner consistent with departmental workload and employee function. The assignment of vehicles may be rescinded at any time by a Department Head or the Mayor.

The assignment of vehicles for 24-hour use will be made by the Mayor, and will only be considered for employees who require a vehicle for the ordinary and necessary discharge of their job functions. Criteria which will be used in the determination of eligibility for 24-hour vehicle use include:

- Officially designated on-call status
- Requirement for frequent emergency availability during non-working hours
- Issuance of a pager or other communication device
- Emergency or other equipment contained in the vehicle

Such municipal vehicle assignment may be rescinded in writing for good reason or cause by the Department Head and/or Mayor.

Vehicle use is limited to travel to and from the residence and place of work. The vehicle should be driven over the most direct route taking into account road and traffic conditions. The vehicle should not be utilized for travel outside a direct commuting route within reason or by express permission from the Mayor. Employees assigned a municipal vehicle for 24 hour use involved a commute of more than 25 miles one way shall reimburse the city for the additional fuel cost as determined by the City Treasurer.

An employee assigned municipal vehicles on a 24-hour basis will be given a copy of this policy and will be required to sign a **Confirmation of Receipt**.

Rules Governing Use

1. All municipal vehicles, except emergency vehicles, will bear the City Seal and "City of Newburyport" prominently displayed on each side of vehicle.
2. Municipal vehicles may only be used for legitimate municipal business.
3. Municipal vehicles will not be used to transport any individual that is not directly or indirectly related to municipal business. Passengers shall be limited to City employees and individuals who are directly associated with City work activity (committee members, consultants, contractors, etc.). Family members shall not ordinarily be transported in municipal vehicles. Police Officers transporting individuals in the performance of their normal job duties are exempt from this provision.
4. Vehicles should contain only those items for which the vehicle is designed. The City shall not be liable for the loss or damage of any personal property transported in the vehicle.

5. Employees are expected to keep municipal vehicles clean, and to immediately report any malfunction or damage to their supervisor.
6. Employee's assigned vehicles for commuting purposes are expected to park such vehicles in safe locations and to lock the car when not in use. Operators should never leave vehicles unattended with the ignition keys in the lock or anywhere in the vehicle.
7. Employees (both driver and passengers) must wear seatbelts in vehicles so equipped during operation of the vehicle.
8. All operators of vehicles that require a Commercial Driver's License (CDL) license must be tested for drugs and alcohol as provided by US DOT regulations and the City drug/alcohol policy.
9. Employees may not operate municipal vehicles under the influence of alcohol, illegal drugs, prescription drugs or medications that may interfere with effective and safe operations.
10. Employees who operate municipal vehicles must have a valid motor vehicle license issued by the State of their current residence and may be required to provide proof of valid motor vehicle license once every six (6) months.
11. All new drivers must allow a motor vehicle record check prior to driving any City-owned vehicle. This record check will be done every other year thereafter. An adverse drug record, regardless of what vehicle it occurred in, may result in revocation of an employee's privilege to operate municipal vehicles. If operating a municipal vehicle is an essential job function, reclassification or termination could result.
12. Employees driving municipal vehicles shall obey all applicable traffic and parking regulations, ordinances, and laws.
 - a. Employees who incur parking or other fines in municipal vehicles will generally be personally responsible for payment of such fines unless the payment of such fines is approved by the City.
 - b. Employees who are issued citations for any offense while using a municipal vehicle must notify their supervisor immediately when practicable, but in no case later than 24 hours. Failure to provide such notice will be grounds for disciplinary action.
 - c. Employees who are assigned a municipal vehicle and/or personal vehicle and who are arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of the motor vehicle license, whether in his/her personal vehicle or in a municipal vehicle, must notify his/her supervisor immediately when practicable, but in no case later than 24 hours. Conviction for such an offense may be grounds for loss of municipal vehicle privileges and/or further disciplinary action.
13. No employee may use a municipal vehicle for out of State use without advance approval of the Mayor.
14. Under NO circumstances will any person ride in the bed of a truck, or in a trailer or bucket of a loader or backhoe.
15. Smoking is not permitted in a municipal vehicle in accordance with MGL c270 §22.
16. When utilizing a municipal vehicle, employees are required to obtain fuel from designated municipal fueling facilities unless fueling is required in the course of out of town travel.

Failure to comply with any and all provisions of this policy may result in disciplinary action up to and including removal of City vehicle privileges, suspension, and/or termination from City service.

PERSONAL VEHICLES

When an employee is authorized to use a Personal Vehicle for work-related travel, he/she shall be reimbursed for mileage at the IRS standard mileage rate, unless covered by contract or stipend. According to the IRS, the standard mileage rate for business purposes is based on an annual study of the fixed and variable costs of operating a vehicle. Employees will be notified by Human Resources of any changes to the IRS rate.

In accordance with the IRS regulations/rulings, the mileage rate is intended to cover, but is not limited to, the cost of fuel, repairs, insurance, all operating costs, and general wear and tear on the Personal Vehicle.

Reimbursement Expenses:

1. In addition to the mileage rate, the City will reimburse employees authorized to travel outside of Newburyport, driving a Personal or Municipal Vehicle, for tolls, and reasonable parking expenses, when receipts are provided
2. Employees receiving a Vehicle Stipend will not be reimbursed for tolls, but may be reimbursed for reasonable parking expenses. Employees will not be reimbursed for tolls that are paid by the employee during his/her normal commute to work.

Employees who are authorized to use Personal Vehicles for work-related travel are required to show proof to their Department Head and/or Human Resources, on an annual basis, of the following minimum levels of insurance coverage:

Bodily Injury	\$100,000/\$300,000
Property Damage	\$50,000

Employees will not be reimbursed for commuting between their homes and offices or other regular work locations.

In order to be reimbursed for Personal Vehicle use, employees must complete a Mileage Form and submitted with appropriate back up documentation and/or receipts in a timely manner to the appropriate Department Head.

Driving Record:

1. If an employee uses his/her Personal Vehicle for work-related travel on a regular basis, the employee maybe subjected to a driving record check. This would occur if the city is made aware of an employee having a driving record this is of a safety concern:
 - A copy of the operators Massachusetts drivers record shall be obtained by Human Resources to verify the historical driving record of the operator.
 - If the operator has an out-of-state license, then the operator must provide, upon request, a copy of their existing State driver's license to Human Resources. Any out-of-pocket expense in obtaining a copy of the driving record will be reimbursed by the City upon submission of a receipt, in a timely fashion.
2. Driving records shall be reviewed by the Department Head and/or Human Resources.
3. Driving records determined to be a safety concern by the Department Head and/or Human Resources may result in the disapproval of an employee's Personal Vehicle use for work-related travel, after consultation with the appropriate Department Head.

CELL PHONE USAGE IN A VEHICLE

Cell Phone Usage in a vehicle applies to any device that makes or receives phone calls, leave messages, sends text messages, surfs the Internet or downloads and allows for the reading of and responding to email whether the device is City-supplied or personally owned.

An employee who uses a City-supplied device or a City-supplied vehicle is prohibited from texting while driving. To safely use your cell phone or similar device it is advisable to stop your vehicle in a safe location or employ a hands-free device.

**CITY OF NEWBURYPORT
FY2019 SALARIES FUNDED FROM MULTIPLE SOURCES**

Name	Position	Department	Salary	Account Number	Description	Amount
Lois Honegger	Executive Aide	Mayor's Office	\$66,483	01121001-51126	MYR SAL EXECUTIVE ASSISTANT	\$60,483
				01293001-51901	PKG CULTURAL DISTRICT EXPENSE	\$6,000
Richard Jones	City Clerk	City Clerk	\$105,579	01161001-51101	CLK SAL CITY CLERK	\$75,812
				01293001-51100	PKG SAL CLERK/ADMIN	\$22,731
				01111001-51160	CCN SAL CLK COUNCIL	\$4,330
				01163001-51160	BDR SAL CLERK REGISTRAR	\$2,165
				01163001-51162	BDR SAL REGISTRARS	\$541
Patricia Barker	Assistant City Clerk	City Clerk	\$82,400	01161001-51102	CLK SAL ASSIST CLERK	\$76,112
				01293001-51100	PKG SAL CLERK/ADMIN	\$5,661
				01111001-51162	CCN SAL CLK COMMITTEE	\$627
Cassandra Green	Administrative Assistant	City Clerk	\$55,625	01161001-51103	CLK SAL ADMIN ASSISTANT	\$49,964
				01293001-51100	PKG SAL CLERK/ADMIN	\$5,661
Ethan Manning	Finance Director/City Auditor	Auditor	\$109,077	01135001-51101	AUD SAL FINANCE DIR/AUDITOR	\$104,577
				2819-50000	RETIREMENT BOARD	\$4,500
Rosemary Coulombe	Finance Clerk	Auditor	\$52,058	01135001-51104	AUD SAL FINANCE CLERK	\$39,156
				2583-51100	HOUSING REHAB PROGRAM	\$12,902
Jill Brennan*	City Assessor	Assessor	\$82,998	01141001-51101	ASR SAL ASSESSOR	\$81,498
				01141001-51403	ASR TECHNOLOGY STIPEND	\$1,500
Julie Languirand*	Treasurer/Collector	Treasurer/Collector	\$85,234	01145001-51101	TRS SAL TREASURER	\$82,134
				2819-50000	RETIREMENT BOARD	\$2,500
				01145001-51165	TRUST FUND COMMISSION ADMIN	\$600
Christopher LeClaire	Fire Chief	Fire	\$149,340	01220001-51101	FIR SAL FIRE CHIEF	\$132,490
				01291001-51101	EMR COORDINATOR	\$11,000
				01220001-51417	FIR PROFESSIONAL DEVELOPMENT	\$3,000
				01220001-51903	FIR ACCREDITATION STIPEND	\$2,650
				01220001-51902	FIR FITNESS ALLOWANCE	\$200

Name	Position	Department	Salary	Account Number	Description	Amount
Mark Murray	Marshal	Police	\$160,979	01210001-51110	POL SAL MARSHAL	\$143,587
				01210001-51401	POL LONGEVITY	\$11,320
				01210001-51409	POL MARSHAL'S STIPEND	\$3,000
				01210001-51413	POL ACCREDITATION ALLOWANCE	\$2,872
				01210001-51601	POL FITNESS ALLOWANCE	\$200
Patricia McAlarney	Office Manager	Health	\$58,543	01510001-51103	HLH SAL OFFICE MANAGER	\$48,637
				01519001-51103	SUS SAL OFFICE MANAGER	\$8,106
				01510001-51164	HLH MINUTE TAKER	\$1,800
Molly Ettenborough	Recycling/Energy Manager	Sustainability	\$72,427	01519001-51160	SUS SAL RECYCLE/ENERGY MGR	\$65,000
				2747-59600	SOLID WASTE FEES RSV APPR	\$7,427
Anthony Furnari	Director	DPS	\$121,670	01421001-51101	DPS SAL DIRECTOR	\$40,557
				60450001-51101	DPS SAL DIRECTOR	\$40,557
				61440001-51101	DPS SAL DIRECTOR	\$40,557
Wayne Amaral*	Deputy Director	DPS	\$101,684	01421001-51102	DPS SAL DEPUTY DIRECTOR	\$33,895
				60450001-51102	DPS SAL DEPUTY DIRECTOR	\$33,895
				61440001-51102	DPS SAL DEPUTY DIRECTOR	\$33,895
Kathe Talkington	Business Manager	DPS	\$70,013	60450001-51103	DPS SAL BUSINESS MANAGER	\$23,338
				61440001-51103	DPS SAL BUSINESS MANAGER	\$23,338
				01421001-51103	DPS SAL BUSINESS MANAGER	\$23,338
Jon-Eric White*	City Engineer	DPS	\$92,056	61440001-51119	DPS SAL CITY ENGINEER	\$30,685
				01421001-51119	DPS SAL CITY ENGINEER	\$30,685
				60450001-51119	DPS SAL CITY ENGINEER	\$30,685
Diane Gagnon*	Assistant City Engineer	DPS	\$61,923	01421001-51117	DPS SAL ASST ENGINEER	\$20,642
				60450001-51117	DPS SAL ASST ENGINEER	\$20,641
				61440001-51117	DPS SAL ASST ENGINEER	\$20,641

Name	Position	Department	Salary	Account Number	Description	Amount
Karen Bush	Administrative Office Manager	DPS	\$50,924	60450001-51132	DPS SAL ADMIN OFFICE MGR	\$25,462
				61440001-51132	DPS SAL ADMIN OFFICE MGR	\$25,462
Jennifer Sullivan	Administrative Assistant	DPS	\$48,024	60450001-51131	DPS SAL ADMIN ASSISTANT	\$24,012
				61440001-51131	DPS SAL ADMIN ASSISTANT	\$24,012
David Zinck	City Electrician	DPS	\$84,674	01421001-51107	DPS SAL ELECTRICIAN	\$41,000
				2806-50000	ELECTRICAL REVOLVING	\$43,673
Kate Newhall-Smith	Planner	Planning & Development	\$66,468	01182001-51102	OPD SAL PLANNER	\$44,468
				8279-50000	AFFORDABLE HOUSING TRUST	\$16,000
				7070001-51165	CPA ADMIN EXPENSES	\$6,000
James Bone*	Local Inspector	Building	\$65,545	01241001-51160	BLD SAL ASST BLDG INSPECTOR	\$23,205
				25830001-51100	HOUSING REHAB	\$21,552
				2807-50000	PLUMBING REVOLVING	\$18,148
				01921001-51161	COD SAL ADA COORDINATOR	\$2,640
Mary Kelly	Activities Coordinator	Council on Aging	\$44,322	01541001-51162	COA SAL ACTIVITIES COORD	\$38,438
				26080001-51100	EOEA GRANT	\$5,884
Kevin Hunt*	Director	Veterans Services	\$70,740	01543001-51101	VET SAL VETERAN DIRECTOR	\$70,040
				01543001-51430	VET GRAVES REGISTRATION OFCR	\$700
Paul Hogg*	Harbormaster	Harbormaster	\$70,748	652001-51101	HBR SAL HARBORMASTER	\$68,248
				652001-51188	HBR SHELLFISH CONSTABLE	\$2,500

*Level funded for FY2019 due to unsettled contract for Teamster's Department Head Union.

CITY OF NEWBURYPORT
FY2018 PART-TIME EMPLOYEES WHOSE YTD >\$3,000
(AS OF MAY 4, 2018)

Last Name	First Name	Department	Amount
Stern	Phil	Building/Harbor	26,535.90
Willey	David	Harbor	23,787.10
Chaisson	Francis	Harbor	22,311.64
Provencher	Michael	Parks	20,512.50
Chaisson	Michael	Harbor	19,347.15
Puopolo	Richard	Harbor	18,294.78
Hayden	Adam	Harbor	16,657.46
Zoeller	Kristian	Harbor	16,271.06
Caruso	Enrico	Harbor	16,248.40
Haley	Mary Jo	Parking Clerk	15,090.58
Grande	Joseph	Harbor	14,521.75
Crary	Joyce	COA	14,340.00
Foley	Timothy	Parking Clerk	13,765.45
Lawler	Mary Ann	Harbor	13,356.25
Harrington	Nancy	Parking Clerk	12,811.71
Jurgelon	David	Parks	12,318.75
Daveta	Frank	Parking Clerk	12,318.00
McAdams Jr.	William	Reserve Police	11,184.00
Manning	Christina	Events	10,880.00
Whitney	Harrison	Reserve Police	10,010.50
Monk	Gary	Parks	8,688.75
Souther	Trevor	Youth	7,762.54
Kelley	Ryan	Youth	6,926.25
McKiniry	Mark	Parks	6,840.00
Joy	Gretchen	OPD	6,750.00
Toye	Cameron	Health	6,333.25
Gauthier	Tyler	Health	6,182.00
Herlihy	Gerard	Health	6,157.50
Hines	Steven	Reserve Police	5,980.50
Bushnell	Kyle	Parks	5,898.75
Duffy	Joyce	Parks	5,692.50
Severance	Patricia	Clerk	5,442.75
Woodworth	Ghlee	Mayor	5,385.00
Amico	Zachary	Parks	5,190.25
O'donohue	Eileen	COA	5,148.00
Quinn	Maureen	Harbor	5,047.50
Gallo	Camille	Health	4,995.00
Johnson	Laura	Youth	4,971.25
Kench	Rebecca	Harbor	4,819.50
Cummings	Richard	Harbor	4,517.50
Winslow	Ann	Parks	4,455.00
Moore	Gregory	Sewer	4,320.00

CITY OF NEWBURYPORT
FY2018 PART-TIME EMPLOYEES WHOSE YTD >\$3,000
(AS OF MAY 4, 2018)

Last Name	First Name	Department	Amount
Murphy	Michael	Health	4,311.00
Federico	Nicholas	DPS	4,224.00
Wile	Travis	DPS	4,224.00
Wile	Connor	Parks	4,199.00
Supple	Dina	Harbor	4,172.75
Beaulieu	Cameron	Health	4,128.00
Scott	Daniel	Harbor	4,078.25
Giordano	Cade	Library	4,069.50
Smith	Cameron	Harbor	3,848.00
Emmith	Spencer	Youth	3,769.15
Roy	Austin	Water	3,768.00
Bradbury	Trevor	Water	3,648.00
Wojcicki	Ava	Harbor	3,483.00
Thurlow	Abigail	Harbor	3,382.50
Connelly	Ryan	Parks	3,350.75
Bartlett	Allison	Library	3,265.00
Romano	Stephanie	Police Disp	3,240.00
Winslow	Edward	Parks	3,221.25
Johnson	Camden	Library	3,177.00
Riley	Donna	Harbor	3,167.25
Poirier	Gloria	Building	3,120.00
Kowalski	Jeevan	Harbor	3,110.25
Goodwin	Grant	Harbor	3,048.50
Kirpas	Matthew	Parks	3,029.00

CITY OF NEWBURYPORT
REGULAR 1099/CONTRACTORS
(AS OF MAY 1, 2018)

Vendor Name	Job	Funding Source	Amount
STAR TEK PC REPAIR	IT Help Desk/Support	IT Budget	\$28,500
		Water Budget	\$5,000
		Sewer Budget	\$5,000
STAR TEK PC REPAIR Total			\$38,500
JH MACKAY PE	Civil Engineering	Drainage Capital Project	\$16,621
		Chapter 90	\$5,448
		Sidewalk Budget	\$3,733
JH MACKAY PE Total			\$25,801
DOWNS GERRY L	Plumbing/Gas Inspector	Plumbing Revolving	\$13,549
		Gas Revolving	\$8,650
DOWNS GERRY L Total			\$22,199
ACQUAVIVA SUSAN	Bookkeeping	Paid Parking Revolving	\$7,359
		Youth Services Budget	\$5,372
		Council on Aging Revolving	\$1,050
		Parks Budget	\$802
ACQUAVIVA SUSAN Total			\$14,583
SHAW KRISTIN M	Health Inspector	Health Budget	\$6,885
		Transient Vendors Revolving	\$2,480
SHAW KRISTIN M Total			\$9,365
WEBB CHRISTOPHER	Health Inspector	Health Budget	\$4,640
		Transient Vendors Revolving	\$4,145
WEBB CHRISTOPHER Total			\$8,785
COLBY, PAUL	Water Treatment Plant Consulting	Water Budget	\$6,450
COLBY, PAUL Total			\$6,450
Grand Total			\$125,683

**CITY OF NEWBURYPORT
DEPARTMENTAL REVOLVING FUNDS**

FY2018 YEAR-TO-DATE ACTIVITY
(AS OF MAY 1, 2018)

<u>Account Name</u>	<u>Fund Code</u>	<u>Beginning Balance</u>	<u>YTD Revenue</u>	<u>YTD Expended</u>	<u>Current Balance</u>	<u>FY18 Spending Limit</u>
Engineering Services	2801	\$69,615	\$83,139	(\$89,032)	\$63,722	\$90,000
Council on Aging	2802	\$43,536	\$30,075	(\$28,040)	\$45,571	\$35,000
Recreational Services	2803	\$251,343	\$117,713	(\$297,015)	\$72,040	\$370,000
Historical Commission	2804	\$7,922	\$450	(\$150)	\$8,222	\$2,500
Electrical Inspector	2806	\$51,295	\$54,627	(\$48,082)	\$57,839	\$95,000
Plumbing Inspector	2807	\$21,433	\$29,155	(\$45,684)	\$4,904	\$65,000
Gas Inspector	2808	\$16,611	\$21,753	(\$26,923)	\$11,442	\$40,000
Disabilities Commission	2809	\$12,312	\$5,245	\$0	\$17,557	\$3,000
Emma Andrews Library	2810	\$28,557	\$15,000	(\$8,218)	\$35,339	\$30,000
M-School Drop-in Center	2811	\$71,853	\$12,294	(\$37,430)	\$46,717	\$45,000
Transient Vendors	2812	\$29,882	\$14,330	(\$5,823)	\$38,389	\$20,000
Planning & Zoning	2813	\$39,231	\$46,314	(\$33,825)	\$51,720	\$70,000
Animal Control	2817	\$12,489	\$1,085	\$0	\$13,574	\$6,000
Tree Commission	2818	\$8,097	\$3,809	(\$5,218)	\$6,688	\$10,000
Medicare/Medicaid	2835	\$35,083	\$10,072	(\$12,458)	\$32,696	\$25,000
Veterans Services	2836	\$1,552	\$0	\$0	\$1,552	\$2,000
Downtown Paid Parking	2839	\$951,855	\$651,442	(\$419,728)	\$1,183,569	\$650,000
City Hall Maintenance	2840	\$4,398	\$1,140	(\$1,935)	\$3,604	\$5,000
Senior Comm. Ctr. Maint.	2841	\$9,471	\$25,360	(\$6,040)	\$28,791	\$15,000
Parks Maint.	2842	\$2	\$4,085	(\$3,090)	\$996	\$15,000
Total Revolving Funds		<u>\$1,666,537</u>	<u>\$1,127,087</u>	<u>(\$1,068,690)</u>	<u>\$1,724,934</u>	<u>\$1,593,500</u>

**CITY OF NEWBURYPORT
ALL FUND SUMMARY**

FY2018 YEAR-TO-DATE ACTIVITY
(AS OF MAY 1, 2018)

Fund Name	Code	Beginning Balance	YTD Revenue	YTD Expended	Transfers In/ (Out)	Ending Balance
General Fund						
General Fund	001	\$3,320,035	\$52,861,344	(\$50,821,817)	(\$240,599)	\$5,118,963
Total General Fund		\$3,320,035	\$52,861,344	(\$50,821,817)	(\$240,599)	\$5,118,963
Enterprise Funds						
Water Enterprise Fund	060	\$1,787,846	\$4,426,349	(\$4,175,565)	\$0	\$2,038,630
Sewer Enterprise Fund	061	\$1,132,955	\$5,463,520	(\$6,004,695)		\$591,780
Harbormaster Enterprise Fund	6520	\$536,265	\$294,501	(\$339,904)		\$490,862
Total Enterprise Funds		\$3,457,066	\$10,184,370	(\$10,520,165)	\$0	\$3,121,271
Departmental Revolving Funds						
Engineering Services	2801	\$69,615	\$83,139	(\$89,032)	\$0	\$63,722
Council on Aging	2802	\$43,536	\$30,075	(\$28,040)	\$0	\$45,571
Recreational Services	2803	\$251,343	\$117,713	(\$297,015)	\$0	\$72,040
Historical Commission	2804	\$7,922	\$450	(\$150)	\$0	\$8,222
Electrical Inspector	2806	\$51,295	\$54,627	(\$48,082)	\$0	\$57,839
Plumbing Inspector	2807	\$21,433	\$29,155	(\$45,684)	\$0	\$4,904
Gas Inspector	2808	\$16,611	\$21,753	(\$26,923)	\$0	\$11,442
Disabilities Commission	2809	\$12,312	\$5,245	\$0	\$0	\$17,557
Emma Andrews Library	2810	\$28,557	\$15,000	(\$8,218)	\$0	\$35,339
M-School Drop-in Center	2811	\$71,853	\$12,294	(\$37,430)	\$0	\$46,717
Transient Vendors	2812	\$29,882	\$14,330	(\$5,823)	\$0	\$38,389
Planning & Zoning	2813	\$39,231	\$46,314	(\$33,825)	\$0	\$51,720
Animal Control	2817	\$12,489	\$1,085	\$0	\$0	\$13,574
Tree Commission	2818	\$8,097	\$3,809	(\$5,218)	\$0	\$6,688
Medicare/Medicaid	2835	\$35,083	\$10,072	(\$12,458)	\$0	\$32,696
Veterans Services	2836	\$1,552	\$0	\$0	\$0	\$1,552
Downtown Paid Parking	2839	\$951,855	\$651,442	(\$419,728)	\$0	\$1,183,569
City Hall Maintenance	2840	\$4,398	\$1,140	(\$1,935)	\$0	\$3,604
Senior Comm. Ctr. Maint.	2841	\$9,471	\$25,360	(\$6,040)	\$0	\$28,791
Parks Maint.	2842	\$2	\$4,085	(\$3,090)	\$0	\$996
Total Departmental Revolving Funds		\$1,666,537	\$1,127,087	(\$1,068,690)	\$0	\$1,724,934
Receipts Reserved for Appropriation Funds						
Cemetery Receipts	2721	\$8,649	\$2,100	\$0	\$0	\$10,749
Gasoline	2722	\$139,283	\$70,576	\$0	(\$128,223)	\$81,637
Inflow/Infiltration Fees	2723	\$336,103	\$67,220	\$0	\$0	\$403,323
Assessor Service Fees	2724	\$1,850	\$460	\$0	\$0	\$2,310
Insurance Claims	2741	\$51,864	\$0	\$0	\$0	\$51,864
Settlements	2745	\$108,421	\$903	\$0	\$0	\$109,323
Solid Waste Fees	2747	\$308,464	\$42,859	\$0	(\$40,000)	\$311,323
Green Initiatives	2755	\$161,910	\$0	\$0	\$0	\$161,910
Sale of Muni. Buildings/Equipment	2760	\$748,000	\$0	\$0	\$0	\$748,000
Total Receipts Reserved for Approp. Funds		\$1,864,544	\$184,118	\$0	(\$168,223)	\$1,880,439
Community Preservation Fund						
Community Preservation Fund	070	\$621,523	\$872,696	(\$916,549)		\$577,670
Total Community Preservation Fund		\$621,523	\$872,696	(\$916,549)	\$0	\$577,670
Capital Project Funds						
Sidewalks	3002	\$9,954	\$75,264	(\$13,697)	\$0	\$71,522
Street Relo North Reservation Terrace	3006	\$13,378	\$0	\$0	\$0	\$13,378
School Bldg Improvements	3009	\$5,696	\$0	(\$1,078)	\$0	\$4,619
Brown Square	3011	\$1,001	\$0	\$0	\$0	\$1,001
Water System Improvements	3202	\$99,909	\$0	(\$66,510)	\$0	\$33,399
Water Main Replacement	3204	\$360,162	\$0	\$0	\$0	\$360,162
DPS Building	3403	\$134,789	\$0	(\$42,258)	\$0	\$92,531

**CITY OF NEWBURYPORT
ALL FUND SUMMARY**

FY2018 YEAR-TO-DATE ACTIVITY
(AS OF MAY 1, 2018)

Fund Name	Code	Beginning Balance	YTD Revenue	YTD Expended	Transfers In/ (Out)	Ending Balance
West End Sewer Project	3406	\$300,963	\$0	(\$127,177)	\$0	\$173,786
Graf Road Force Main	3407	\$1	\$0	\$0	\$0	\$1
Sewer Main	3408	\$13,081	\$0	\$0	\$0	\$13,081
Meter Replacement Program	3409	\$383,812	\$0	\$0	\$0	\$383,812
Vacuum Truck	3412	\$15,092	\$0	\$0	\$0	\$15,092
HVAC Improvements	3415	\$43,569	\$0	\$0	\$0	\$43,569
VOIP Phone System	3506	\$2,308	\$0	\$0	\$0	\$2,308
Cashman Park Right Field Netting	3508	\$5	\$0	\$0	\$0	\$5
Brown School Gym Handicapped Ramp	3509	\$5,625	\$0	\$0	\$0	\$5,625
Nock/Molin (Bradley Fuller/Richard Eaton) Field	3510	\$55,975	\$25,221	(\$35,437)	\$0	\$45,758
(2) World War Memorial Stadium Multi-Purpose Field	3512	\$73,829	\$0	(\$73,829)	\$0	\$0
(3) Cherry Hill Parcel B Soccer Field Improvement Project	3513	\$14,871	\$0	(\$4,007)	\$0	\$10,864
FY15 - Fire Trucks - "2"	3514	\$247	\$0	\$0	\$0	\$247
Parking Rev Collection System	3517	\$40,000	\$0	\$0	\$0	\$40,000
Colby Farm Lot 1 Feasibility Study	3519	\$7,500	\$0	\$0	\$0	\$7,500
Electronic Rec/PO/Cnt Mgr	3521	\$6,047	\$0	(\$2,939)	\$0	\$3,107
Master Plan Upgrade	3603	\$154	\$0	(\$154)	\$0	\$0
Parking Facility	3605	\$510,300	\$5,898,072	(\$2,793,174)	\$0	\$3,615,198
Rail Trail Phase 2	3608	\$71,612	\$284,153	(\$194,400)	\$0	\$161,365
High Hazard Tree Removal	3610	\$11,250	\$0	(\$8,390)	\$0	\$2,860
IT Hardware	3613	\$1,445	\$0	(\$1,445)	\$0	\$0
Laptops for Cruisers	3614	\$2,554	\$0	(\$110)	\$0	\$2,444
Various Drainage Projects	3700	\$386,000	\$0	(\$273,039)	\$0	\$112,961
Acquisition for Transit Parking Facility	3701	\$10,000	\$0	(\$10,000)	\$0	\$0
Police Utility Vehicle	3702	\$4,565	\$0	(\$2,794)	\$0	\$1,771
Groundskeeper/Landscaping Equipment	3703	\$5,700	\$0	(\$3,434)	\$0	\$2,266
Clean River Project	3704	\$18,163	\$0	\$0	\$0	\$18,163
Sidewalk Improvements	3705	\$60,000	\$0	\$0	\$0	\$60,000
2 Ton Dump Truck w/Plow	3706	\$940	\$0	\$0	\$0	\$940
Sch - Nock/Molin Elevator Controls Modernization	3707	\$140,000	\$0	(\$15,143)	\$163,710	\$288,567
Multipurpose Tractor	3708	\$35,000	\$0	(\$31,728)	\$0	\$3,272
3/4 Ton Pickup Truck w/Plow	3709	\$43,000	\$0	(\$42,860)	\$0	\$140
1 1/2 Ton Dump Truck w/Plow	3710	\$85,000	\$0	(\$85,000)	\$0	\$0
Replace/Update Radio Equipment	3711	\$3,667	\$0	(\$2,414)	\$0	\$1,253
Sch - High School Fire Alarm Panel Replacement	3712	\$52,436	\$0	(\$52,436)	\$0	\$0
Sch - Nock/Molin Furniture Replacement	3713	\$25,000	\$0	\$0	\$0	\$25,000
Sch - 1 Ton Pickup w/Plow	3714	\$46,830	\$0	(\$46,830)	\$0	\$0
LED Streetlight Conversion	3715	\$98,000	\$0	(\$98,000)	\$0	\$0
Communication System	3716	\$70,050	\$0	(\$48,215)	\$0	\$21,835
IT Hardware	3717	\$52,500	\$0	(\$6,909)	\$0	\$45,591
High School Roof Repairs	3800	\$20,000	\$0	(\$3,251)	\$0	\$16,749
Roadway Reconstruction Program	3801	\$300,000	\$0	\$0	\$0	\$300,000
Tractor - Parks	3802	\$0	\$0	\$0	\$47,322	\$47,322
HS Addition Feasibility Study	3803	\$0	\$0	(\$6,500)	\$6,500	\$0
Well Cleaning & Rehab	4000	\$60,000	\$0	\$0	\$0	\$60,000
Water Safe Yield Est	4001	\$68,608	\$0	(\$57,001)	\$0	\$11,607
WTP Sump Pump Repair	4002	\$50,000	\$0	(\$20,450)	\$0	\$29,550
Artichoke Pump Station Skylight/Roof Repairs	4003	\$25,000	\$0	(\$4,500)	\$0	\$20,500
Sludge Removal in the Lagoons	4004	\$40,000	\$0	(\$11,960)	\$0	\$28,040
PI Hydrant Replacement	4005	\$0	\$0	(\$1,857,457)	\$3,377,460	\$1,520,003
WW Odor Control/Facility Upgrades	4101	\$3,996,959	\$1,000,000	(\$3,982,547)	\$0	\$1,014,412
Hale/Graf Force Main	4102	\$835,810	\$0	(\$372,759)	\$0	\$463,051

**CITY OF NEWBURYPORT
ALL FUND SUMMARY**

FY2018 YEAR-TO-DATE ACTIVITY
(AS OF MAY 1, 2018)

Fund Name	Code	Beginning Balance	YTD Revenue	YTD Expended	Transfers In/ (Out)	Ending Balance
PI Sewer Valve Pit Monitoring	4103	(\$412,991)	\$428,993	(\$26,870)	\$0	(\$10,867)
Graf Road Sewer Pump Station	4105	\$2,933,309	\$500,000	(\$499,879)	\$0	\$2,933,430
WW Collection System Capacity Analysis	4106	\$66,342	\$0	(\$66,342)	\$0	\$0
Sewer & Manhole Replacement Project	4107	\$250,000	\$0	(\$98,708)	\$0	\$151,292
Pump & Valve Replacements	4108	\$90,000	\$0	(\$24,790)	\$0	\$65,210
Transient Boater Facility Project	4200	\$9,400	\$0	(\$61)	\$0	\$9,339
Ballot Bresnahan School Construction (Excluded)	4501	\$952,595	\$0	\$0	(\$132,447)	\$820,148
CC Nock/Molin School Construction	4504	\$31,263	\$0	\$0	(\$31,263)	\$0
Ballot Senior & Community Center (Excluded)	4505	\$25,872	\$0	(\$1,450)	\$0	\$24,422
Pilings	5701	\$6	\$0	\$0	\$0	\$6
Total Capital Project Funds		\$12,672,276	\$8,211,703	(\$11,117,931)	\$3,431,282	\$13,197,330

CITY OF NEWBURYPORT
TRUST FUND BALANCES (BY PURPOSE)
(AS OF DECEMBER 31, 2017)

Org	N/E Obj	Name	Purpose	Non-Expendable	Expendable	Total
828201	30101	Andrews, Emma	South End Reading Room	\$1,000	\$1,343	\$2,343
828202	30102	Bradbury, J M	General Use of Library	\$1,000	\$1,261	\$2,261
828203	30103	Bradstreet, C W	General Use of Library	\$1,000	\$1,245	\$2,245
828204	30104	Coffin, W O	Books for Library	\$10,000	\$11,854	\$21,854
828205	30105	Colby, Lucy	Replacement of Old Books	\$700	\$940	\$1,640
828206	30106	Cole, Charlotte	South End Reading Room	\$2,000	\$2,609	\$4,609
828207	30107	Currier, John	Newburyport & Newbury Books	\$1,000	\$1,343	\$2,343
828208	30108	Cutter, A E	General Use of Library	\$4,000	\$4,786	\$8,786
828209	30109	Cushing, Caleb	Books for NHS Senior	\$1,000	\$1,202	\$2,202
828210	30110	Cushing, John N	Public Library	\$1,000	\$1,214	\$2,214
828211	30111	Dodge, Nathan	Books for Library	\$1,020	\$1,228	\$2,248
828212	30112	Dodge, W H P	Books & Papers for Library	\$2,645	\$3,386	\$6,031
828213	30113	Donnell, Susan	General Use of Library	\$3,000	\$3,750	\$6,750
828214	30114	Foster, Daniel	Books for Library	\$250	\$336	\$586
828215	30115	Frothingham, J A	Books for Library	\$1,000	\$1,343	\$2,343
828216	30116	Green, Sarah	Books for Library	\$2,000	\$2,415	\$4,415
828217	30117	Hall, Charles	Library Travel	\$500	\$672	\$1,172
828218	30118	Haskell, George	Books for Library	\$1,073	\$1,441	\$2,513
828219	30119	Healey, Dr Thomas	Medical Book	\$1,000	\$1,276	\$2,276
828220	30120	Hayward, Laurence	Christmas Gifts for Library Employees	\$5,000	\$6,057	\$11,057
828221	30121	Lebman Fund	General Use of Library	\$7,877	\$8,975	\$16,852
828222	30122	Marston, S W	General Use of Library	\$5,000	\$5,984	\$10,984
828223	30123	Moody, Grace	Public Library	\$1,000	\$1,343	\$2,343
828224	30124	Moseley, E S	General Use of Library	\$5,000	\$6,162	\$11,162
828225	30125	Moseley, W O	General Use of Library	\$10,167	\$12,343	\$22,510
828226	30126	Moulton, Alice	Public Library	\$1,858	\$2,288	\$4,146
828227	30127	Noyes, harlan	General Use of Library	\$250	\$336	\$586
828228	30128	Pathe, Paul	Public Library	\$786	\$1,056	\$1,843
828229	30129	Parton, Ethel	Children's Books	\$2,100	\$2,673	\$4,773
828230	30130	Pettingell, George	1/2 South End Reading Room, 1/2 Library	\$2,011	\$2,702	\$4,713
828231	30131	Pettingell, Grace	South End Reading Room	\$500	\$672	\$1,172
828232	30132	Savage, Margaret	General Use of Library	\$2,000	\$2,536	\$4,536
828233	30133	Sawyer, Matthew	Books for Library	\$5,000	\$6,190	\$11,190
828234	30134	South End Reading Room	South End Reading Room	\$9,379	\$10,991	\$20,369
828235	30135	Spring, J R	Books for Library	\$20,000	\$24,692	\$44,692
828236	30136	Stickney, E H	General Use of Library	\$10,774	\$13,143	\$23,917
828237	30137	Stone, Eben	General Use of Library	\$4,604	\$5,691	\$10,295
828238	30138	Sweetser, Benjamin	General Use of Library	\$5,000	\$6,217	\$11,217
828239	30139	Todd, William	Reading Room	\$15,221	\$18,232	\$33,452
828240	30140	Wightman, Annie	South End Reading Room	\$8,729	\$10,738	\$19,467
828241	30141	William, A	Books for Library	\$1,000	\$1,175	\$2,175
828242	30142	Walcott, Paul & Anna	Library Endowment	\$5,740	\$6,439	\$12,179
828243	30201	Municipal Insurance Fund	Municipal Buildings	\$1,771	\$2,897	\$4,668
828244	30202	Balch Fund	Bartlett Mall	\$10,000	\$5,612	\$15,612
828245	30203	Bromfield, John	1/2 Sidewalks, 1/2 Trees	\$98,835	\$111,653	\$210,488
828246	30204	Cutter, A G	Beautify City	\$54,125	\$66,639	\$120,764
828247	30205	Simpson, M H	Sprinkling Streets	\$21,305	\$28,622	\$49,927
828248	30251	Moseley, Charles	Moseley Pines	\$45,000	\$25,192	\$70,192
828249	30252	Gorwaiz, A M	Atkinson Common	\$100	\$134	\$234
828250	30253	Knight, Charles	Atkinson Common	\$400	\$537	\$937
828251	30301	Atwood, Margaret	Poor & Religious	\$11,000	\$12,978	\$23,978
828252	30302	Davis, Annie	Aged Ladies	\$1,000	\$1,223	\$2,223

Org	N/E Obj	Name	Purpose	Non-Expendable	Expendable	Total
828253	30303	Dexter, Timothy	Poor	\$2,138	\$2,512	\$4,649
828254	30304	Horton, William	Aged & Needy	\$28,520	\$35,315	\$63,835
828255	30305	Follansbee, L M	Poor	\$3,706	\$4,259	\$7,965
828256	30406	Highland Cemetery	Cemetery	\$16,333	\$19,680	\$36,014
828257	30361	Brown, Moses	Schools	\$15,000	\$20,250	\$35,250
828258	30362	Merrill, Paul	School Prize	\$1,000	\$1,343	\$2,343
828259	30363	Toppan, R H	School Prize	\$250	\$150	\$400
828260	30364	Kendall, Edith	School-Science	\$5,000	\$245	\$5,245
828261	30365	Kendall, Edith	School-Medical	\$5,000	\$259	\$5,259
828262	30412	Safford Scholarship	Scholarships	\$93,384	\$69,370	\$162,754
828269	30403	Municipal Buildings	Replace of Loss from Fire	\$5,400	\$6,448	\$11,848
828271	30407	Roy, Herman	Beautify Waterfront	\$981,191	\$0	\$981,191
828272	30405	Walcott, Paul & Anna	Library Endowment	\$5,480	\$999	\$6,478
828273	30411	Walcott/Sirois	General Use of Library	\$777	\$9,404	\$10,181
828274	30409	Various Cemetery	Cemeteries	\$7,000	\$8,965	\$15,965
828275	30414	Taranda, Margaret Fuller	Scholarships	\$25,000	\$1,084	\$26,084
Total				\$1,602,899	\$636,050	\$2,238,949