



Medford City Council
Medford, Massachusetts

Committee of the Whole, April 17, 2024

City Council

Isaac B. "Zac" Bears
Anna Callahan
Kit Collins
Emily Lazzaro
Matt Leming
George A. Scarpelli
Justin Tseng

This meeting will take place at 6:00 P.M. in the City Council Chamber, 2nd Floor, Medford City Hall, 85 George P. Hassett Drive, Medford, MA and via Zoom.

Zoom Link: <https://us06web.zoom.us/j/83104514503>

Call-in Number: +19292056099,,83104514503# US

Broadcast Live: Channel 22 (Comcast), Channel 43 (Verizon), and medfordtv.org.

To submit written comments, please email AHurtubise@medford-ma.gov.

CALL TO ORDER & ROLL CALL

ACTION AND DISCUSSION ITEMS

24-045 - Annual Budget Process for FY2025 - Preliminary Budget Meeting

PAPERS IN COMMITTEE

To view Papers in Committee, please email ahurtubise@medford-ma.gov.

Adjournment



Medford City Council
Medford, Massachusetts

MEETING DATE

April 17, 2024

SPONSORED BY

Isaac Bears, Council President

AGENDA ITEM

24-045 - Annual Budget Process for FY2025 - Preliminary Budget Meeting

FULL TEXT AND DESCRIPTION

This will be the first preliminary budget meeting of the FY25 Budget Process. The Mayor has communicated that the following departments will be present:

- Council on Aging
- Medford Community Media
- Veterans

Be it Resolved by the Medford City Council that the Council President requests City Councilors submit individual budget recommendations to the City Clerk by Friday, March 1, 2024 for consideration in a Committee of the Whole meeting on Wednesday, March 6, 2024.

Be it Further Resolved that, based on schedule included in the soon-to-be-finalized Budget Ordinance, the City Council and City Administration will follow the following budget schedule for the FY2025 City Budget:

- **By March 1st, 2024** - City Councilors Submit Individual Budget Recommendations for Consideration by Administration and Finance Committee
- **By Friday, March 22nd, 2024** - City Council Submits Collective Budget Recommendation to the Mayor
- **From April 15th, 2024 to May 15th, 2024** - City Council Holds Preliminary Budget Meetings with Department Heads
- **By Friday, May 31st, 2024** - Mayor Submits Comprehensive Budget Proposal to the City Council

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2024.04.17 - FY24 1st and 2nd Quarter YTD Budget to Actuals final

<u>Department</u>	<u>Department Code</u>	<u>FY24 Personnel Budgeted</u>	<u>FY24 Ordinary Budgeted</u>	<u>FY24 Total</u>	<u>1st Quarter Personnel</u>	<u>1st Quarter Encumbrances</u>	<u>1st Quarter Ordinary</u>	<u>1st Quarter Total</u>	<u>2nd Quarter Personnel</u>	<u>2nd Quarter Encumbrances</u>	<u>2nd Quarter Ordinary</u>	<u>2nd Quarter Total</u>
Assessor	141	383,140.00	176,497.00	559,637.00	92,929.00	45,276.00	37,502.00	175,707.00	189,987.00	19,546.00	85,146.00	294,679.00
Legislative	101	216,589.00	96,100.00	312,689.00	53,922.00	38,464.00	6,108.00	98,494.00	107,844.00	36,517.00	12,042.00	156,403.00
Executive	102	524,240.00	116,150.00	640,390.00	127,219.00	7,202.00	21,231.00	155,652.00	254,538.00	6,255.00	23,641.00	284,434.00
Finance	135	571,286.00	152,585.00	723,871.00	142,120.00	11,071.00	115,970.00	269,161.00	291,852.00	8,766.00	118,681.00	419,299.00
Treasury	145	462,708.00	256,650.00	719,358.00	107,508.00	173,462.00	69,670.00	350,640.00	202,656.00	130,121.00	136,870.00	469,647.00
Law	151	301,903.00	250,500.00	552,403.00	18,185.00	85,376.00	11,302.00	114,863.00	38,297.00	45,257.00	89,063.00	172,617.00
Info Tech	155	109,950.00	267,801.00	377,751.00	30,063.00	56,050.00	130,643.00	216,756.00	57,574.00	48,581.00	156,217.00	262,372.00
Clerk	161	365,206.00	18,950.00	384,156.00	86,272.00	9,444.00	2,400.00	98,116.00	166,751.00	8,545.00	5,359.00	180,655.00
Election	163	260,146.00	80,050.00	340,196.00	35,178.00	8,723.00	18,437.00	62,338.00	160,629.00	36,416.00	30,535.00	227,580.00
Licensing comm	165	5,400.00	400.00	5,800.00	-	-	-	-	2,250.00	-	-	2,250.00
Conserv Comm	171	7,100.00	1,100.00	8,200.00	375.00	-	609.00	984.00	2,250.00	-	609.00	2,859.00
PDS	181, 297	551,234.00	227,850.00	779,084.00	115,977.00	34,228.00	14,443.00	164,648.00	242,558.00	32,532.00	65,803.00	340,893.00
CommDev Board	182	8,900.00	300.00	9,200.00	375.00	-	-	375.00	3,000.00	-	-	3,000.00
Appeals	176	11,000.00	150.00	11,150.00	375.00	-	-	375.00	4,500.00	-	-	4,500.00
Hist Dist Comm	636	-	5,000.00	5,000.00	-	-	-	-	-	-	-	-
HistComm	632	-	38,050.00	38,050.00	-	7,000.00	3,000.00	10,000.00	-	1,500.00	9,286.00	10,786.00
Cable	190	154,037.00	47,000.00	201,037.00	24,638.00	13,751.00	89.00	38,478.00	50,250.00	12,701.00	6,326.00	69,277.00
Hormel Com	638	5,400.00	-	5,400.00	1,379.00	-	-	1,379.00	2,399.00	-	-	2,399.00
Bicycle Com	215	-	1,500.00	1,500.00	-	-	-	-	-	-	-	-
Building	192, 241	863,203.00	222,328.00	1,085,531.00	184,633.00	68,156.00	95,896.00	348,685.00	358,627.00	46,267.00	119,292.00	524,186.00
Electrical	245, 246, 247	294,145.00	349,956.00	644,101.00	150,865.00	191,907.00	39,737.00	382,509.00	236,257.00	125,495.00	129,599.00	491,351.00
Facilities	410	106,415.00	1,513,098.00	1,619,513.00	27,450.00	1,093,190.00	235,391.00	1,356,031.00	55,023.00	808,597.00	609,007.00	1,472,627.00
Police	210	13,803,928.00	762,952.00	14,566,880.00	3,156,714.00	159,712.00	137,977.00	3,454,403.00	6,366,012.00	156,750.00	269,506.00	6,792,268.00
Traffic Supervisors	211	346,650.00	11,000.00	357,650.00	75,693.00	5,000.00	-	80,693.00	160,276.00	4,498.00	2,773.00	167,547.00
Traffic Commission	293	4,500.00	23,300.00	27,800.00	1,125.00	6,227.00	16,073.00	23,425.00	2,250.00	4,983.00	17,317.00	24,550.00
Fire	220	13,889,273.00	636,750.00	14,526,023.00	3,493,590.00	125,114.00	79,022.00	3,697,726.00	6,826,021.00	125,654.00	137,586.00	7,089,261.00
Civil Defense	291	8,840.00	550.00	9,390.00	2,210.00	-	-	2,210.00	4,420.00	-	300.00	4,720.00
Parking Enforcement	292	675,766.00	339,072.00	1,014,838.00	142,187.00	152,357.00	45,524.00	340,068.00	304,959.00	123,714.00	101,861.00	530,534.00
School	300	-	-	71,227,000.00	8,217,742.00	9,776,521.00	1,682,676.00	19,676,939.00	22,201,640.00	6,933,881.00	6,307,136.00	35,442,657.00
Recreation	630	608,535.00	-	608,535.00	316,195.00	-	-	316,195.00	417,293.00	-	-	417,293.00
Library	610	1,541,727.00	470,450.00	2,012,177.00	356,458.00	137,903.00	157,202.00	651,563.00	740,516.00	99,020.00	247,931.00	1,087,467.00
Chevalier	637	32,000.00	-	32,000.00	7,239.00	-	-	7,239.00	15,081.00	-	-	15,081.00
DPW-Highway	421, 422, 423, 429, 430, 433	2,219,097.00	9,396,898.00	11,615,995.00	535,559.00	6,963,546.00	1,477,469.00	8,976,574.00	1,080,727.00	5,157,504.00	3,716,237.00	9,954,468.00
DPW-Cemetery	491	810,261.00	249,060.00	1,059,321.00	209,748.00	80,463.00	74,376.00	364,587.00	388,621.00	23,738.00	156,719.00	569,078.00
DPW-Parks	492, 493	594,076.00	356,940.00	951,016.00	166,841.00	40,282.00	90,835.00	297,958.00	283,007.00	28,156.00	131,090.00	442,253.00
DPW-Engineering	411	409,699.00	86,131.00	495,830.00	100,154.00	4,479.00	48,923.00	153,556.00	202,306.00	2,046.00	63,795.00	268,147.00
DPW-Forestry	495	398,277.00	218,200.00	616,477.00	93,150.00	162,995.00	11,703.00	267,848.00	162,768.00	78,704.00	105,827.00	347,299.00
Health	510, 519	699,510.00	77,000.00	776,510.00	147,323.00	15,444.00	34,061.00	196,828.00	294,876.00	14,276.00	43,196.00	352,348.00
Council on Aging	541	249,045.00	18,500.00	267,545.00	55,266.00	6,351.00	2,898.00	64,515.00	121,357.00	4,776.00	4,693.00	130,826.00
HR	152	188,597.00	13,760.00	202,357.00	51,453.00	3,418.00	497.00	55,368.00	101,283.00	2,432.00	2,491.00	106,206.00
Diversity	545	98,297.00	9,700.00	107,997.00	24,346.00	-	606.00	24,952.00	48,795.00	-	939.00	49,734.00
Veteran	543, 692	112,989.00	322,714.00	435,703.00	27,013.00	14,616.00	46,819.00	88,448.00	49,581.00	14,012.00	89,945.00	153,538.00
Contractual Agreements	Part of 102	3,000,000.00	-	3,000,000.00	212,922.00	-	-	212,922.00	458,908.00	-	-	458,908.00
Workmens comp	912	675,000.00	-	675,000.00	248,901.00	15,806.00	4,937.00	269,644.00	470,869.00	10,868.00	9,875.00	491,612.00
Insurance	914	-	25,500,000.00	25,500,000.00	-	31,326.00	7,028,931.00	7,060,257.00	-	21,548.00	13,423,897.00	13,445,445.00
Pensions	910, 911	84,043.00	15,318,597.00	15,402,640.00	21,011.00	-	15,318,597.00	15,339,608.00	42,022.00	-	15,318,597.00	15,360,619.00
Bonds & interest	710	-	5,090,534.00	5,090,534.00	-	-	624,450.00	624,450.00	-	-	624,450.00	624,450.00
DPW-Water	450	1,977,439.00	23,979,098.00	25,956,537.00	409,105.00	15,398,079.00	6,777,600.00	22,584,784.00	812,099.00	11,225,259.00	11,380,881.00	23,418,239.00
Bonds-Water	450	-	1,409,044.00	1,409,044.00	-	-	329,700.00	329,700.00	-	-	1,109,700.00	1,109,700.00