

City of Pittsfield

City of Pittsfield Fiscal Year 2023 Budget



Adopted Version

Last updated 07/01/22





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INTRODUCTION



Transmittal Letter

Linda M. Tyer, Mayor



THE CITY OF PITTSFIELD
OFFICE OF THE MAYOR
70 Allen Street, Pittsfield, MA 01201
(413) 499-9321 ● ltyer@cityofpittsfield.org

May 10, 2022

To the Honorable Members of the City Council
City of Pittsfield
70 Allen Street
Pittsfield, MA 01201

Dear Councilors:

It is my pleasure to present the Fiscal Year 2023 municipal operating budget. Using ClearGov, a new Cloud-based budget and performance management software built for local governments, the budget process and document has been transformed to provide even greater analysis and transparency. The ClearGov budgeting model uses a three-step process to collect, create, and communicate. The budget document, in an easily accessible digital format, tells Pittsfield's financial story in a way that everyone can understand. The implementation of this new budgeting tool modernizes the budget process creating a more comprehensive exercise and increases the depth of information. As our experience with ClearGov grows, I anticipate that we will expand the use of this new platform.

Fiscal Year 2023 Budget Summary

Expenditures: The proposed municipal operating budget is \$99,900,752 and the proposed public school budget is \$72,398,262 for a total municipal operating budget of \$172,299,014. The budget proposal includes increases in the following fixed costs: (1) a \$2,200,000 increase in health insurance; (2) a \$780,492 increase in the retirement contribution; and (3) a \$563,888 increase in solid waste collection and disposal.

Revenue: The amount to be raised from the property tax equals \$101,341,571. The remaining revenue will come from state aid and local receipts. Unrestricted general government aid is increasing by \$256,207 for a total amount of \$9,745,348. This budget proposal includes a \$750,000 appropriation from free cash to offset the tax rate. An appropriation from the water and sewer enterprise funds in the amount of \$16,290,130 has been applied to the revenue stream. This proposal includes an appropriation of Chapter 70 school aid in the amount of \$54,254,811.

Excess Levy: Excess levy capacity in the amount of \$2,536,049 remains.



Capital Investments: Based on the city's five-year capital plan, we are proposing the following capital investment strategies:

- An authorization to borrow an amount, not to exceed \$9,327,000, for general fund capital expenditures to pay costs for various items of capital equipment to be used for general operating purposes. This is a common borrowing authorization and a past budgeting practice.
- An authorization to borrow an amount, not to exceed \$4,255,000, for enterprise fund capital expenditures to pay costs of purchasing various items of capital equipment to be used for the water and sewer divisions. This, too, is a common borrowing authorization and a past budgeting practice.
- The unclassified budget includes a line item for capital improvements in the amount of \$500,000. This is not a borrowing and allows for the purchase of smaller value, shorter life-span equipment purchases with funds contained in the municipal operating budget.
- New this year is a request to transfer \$412,000 from Public Works Stabilization to purchase various equipment for the purposes of public services. As you recall, 25% of the city's marijuana revenue is deposited into the Public Works Stabilization fund. The current fund balance is \$647,373.83. Using this fund to purchase needed equipment reduces the amount needed to be borrowed and the fund will be replenished with each receipt of marijuana tax revenue.
- Use of American Rescue Plan Lost Revenue does not require your approval. However, in FY23, the following projects will be completed with ARPA Lost Revenue: (1) library controls and security upgrades; (2) library carpet; and (3) kitchen upgrades at the fire stations. Again, use of ARPA lost revenue reduces the amount needed to be borrowed.

New Initiatives: This spending plan proposes investments that (1) recognize the critical need for additional mental health supports; (2) are essential to the future of our public schools; (3) ensures safe and dignified multi-family housing; (4) invests in municipal and school building maintenance, and strengthens parks and school grounds maintenance.

- **Public Health:** Our community continues to feel the impact of an inadequate mental health care network. This lack of care affects our schools, our library, our neighborhoods, interactions with police, and leads to a great deal of suffering among those who struggle with homelessness and substance use disorders. While the City of Pittsfield does not have the capacity or the expertise to provide mental health care services, we have an obligation to be more proactively engaged with understanding the challenges, considering new models and partnerships, and building strength and connection within existing behavioral health care networks. Therefore, I am proposing the addition of a licensed social worker to be situated within the city's Department of Public Health.
- **Pittsfield Public Schools:** The Pittsfield Public Schools and the School Committee have or will be undertaking a number of assessments to guide the future of our schools including planning for changing student enrollment, reinvigorating its mission and vision, completion of a restructuring study, authoring a three to five year strategic plan, and re-engaging the School Building Needs Commission to begin planning the next school building project. While this work is underway, the Superintendent of Schools and the School Committee have identified several budget priorities that support future growth. Highlights include an additional pre-kindergarten classroom for three year olds, adding a 4th and 5th grade inclusion special education teacher at Stearns, adding a full-time librarian at Pittsfield High School, and full-year funding for Chief Diversity Officer along with funding for DEI training. The School Committee budget proposes the elimination of the \$125.00 fee per child, per sport. The School Committee believes that the elimination of this fee is a step towards creating greater equity among students who wish to participate in school athletic programs.
- **Building Inspections:** In an effort to become more proactive in addressing the poor condition of multi-family housing, I am strongly recommending that the city embark upon a comprehensive program of multi-family inspections. In accordance with the Massachusetts Building Code, multi-family housing consisting of three dwelling units or more are required to be inspected and issued a Certificate of Inspection at least once every five years. Currently, there are nearly 900 structures within the city classified as multi-family housing. The



Building Inspections department is not adequately staffed for a comprehensive inspection program given both the number of properties and the long turnaround time in obtaining compliance. To establish such a program of proactive inspection, additional staffing is required. Therefore, this budget proposes adding one additional building inspector.

- **Building Maintenance:** In order to meet the growing demands related to HVAC mechanical systems throughout our municipal building and schools, I am proposing the addition of one HVAC Technician. The FY23 budget also proposes increased funding associated with the maintenance of our schools.
- **Department of Public Services – Parks Division:** In the ongoing effort to adequately staff the parks division to maintain the significant and growing number of park facilities and amenities in a manner that is expected by our community, I am proposing the addition of two park maintenance persons. Along with the maintenance of our city parks, the parks division has increasing responsibilities associated with our school grounds.

Thank you for your thoughtful consideration of this spending plan. I look forward to our deliberations.

Sincerely,



Linda M. Tyer, Mayor

GFOA Distinguished Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**City of Pittsfield
Massachusetts**

For the Fiscal Year Beginning
July 01, 2021

Christopher P. Morill

Executive Director



History of City



History

Pittsfield was first settled by Europeans in 1752 and was officially incorporated in 1761. A group of young European men came and began to clear the land in 1743, but threats of Indian raids associated with the conflict of the French and Indian War soon forced them to leave. The village remained unsettled by Europeans for several years. In 1752 European settlers arrived and a village began to grow, which was incorporated as Pontoosuck Plantation in 1753. By 1761 there were 200 residents and the plantation became the Cityship of Pittsfield, named in honor of British Prime Minister William Pitt, who later championed the colonists' cause before the revolution.

By the end of the revolutionary war, Pittsfield had expanded to nearly 2,000 residents. While primarily an agricultural area, because of the many brooks that flowed into the Housatonic River, the landscape was dotted with mills that produced lumber, grist, paper and textiles. With the introduction of Merino sheep from Spain in 1807, the area became the center of woolen manufacturing in the United States, an industry that would dominate the community's employment opportunities for almost a century.

The City's population rose slowly into the early 20th century, with significant increases between 1900 and 1930 during the initial expansion of the Stanley Electric Works and its purchase by General Electric. The City's population peaked in the late 1950s/early 1960s at just under 60,000. General Electric employed as many as 13,000 people at its peak. Following the departure of General Electric and the loss of thousands of manufacturing jobs in the 1970s and 1980s, the City's population dropped significantly. By 2000, the population had dropped to just over 45,000, stabilizing at slightly under 45,000 since then.

Population Overview



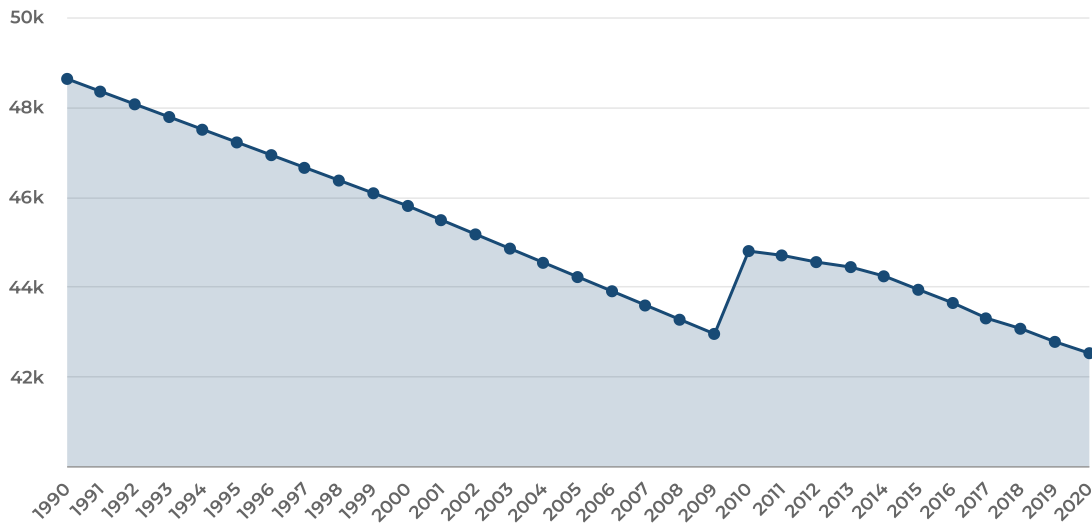
TOTAL POPULATION

42,514

▼ **.6%**
vs. 2019

GROWTH RANK

304 out of **351**
Municipalities in Massachusetts



* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census



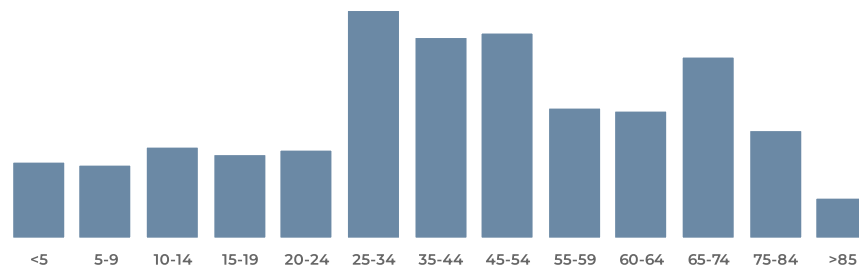
DAYTIME POPULATION

48,299

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

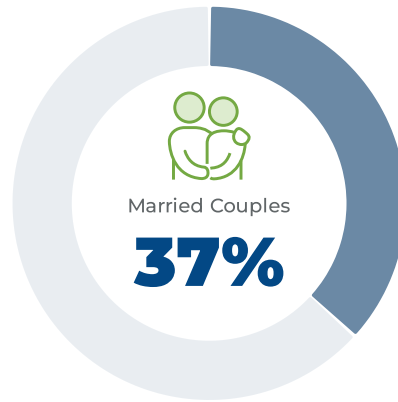
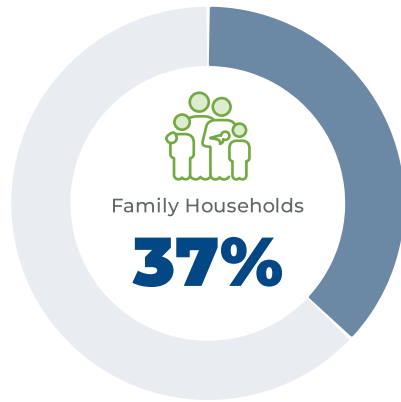


Household Analysis

TOTAL HOUSEHOLDS

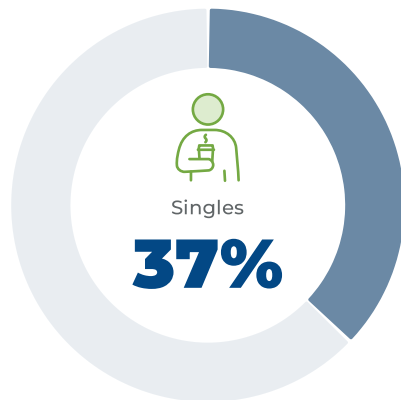
19,072

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▼ **22%**

lower than state average



▲ **29%**

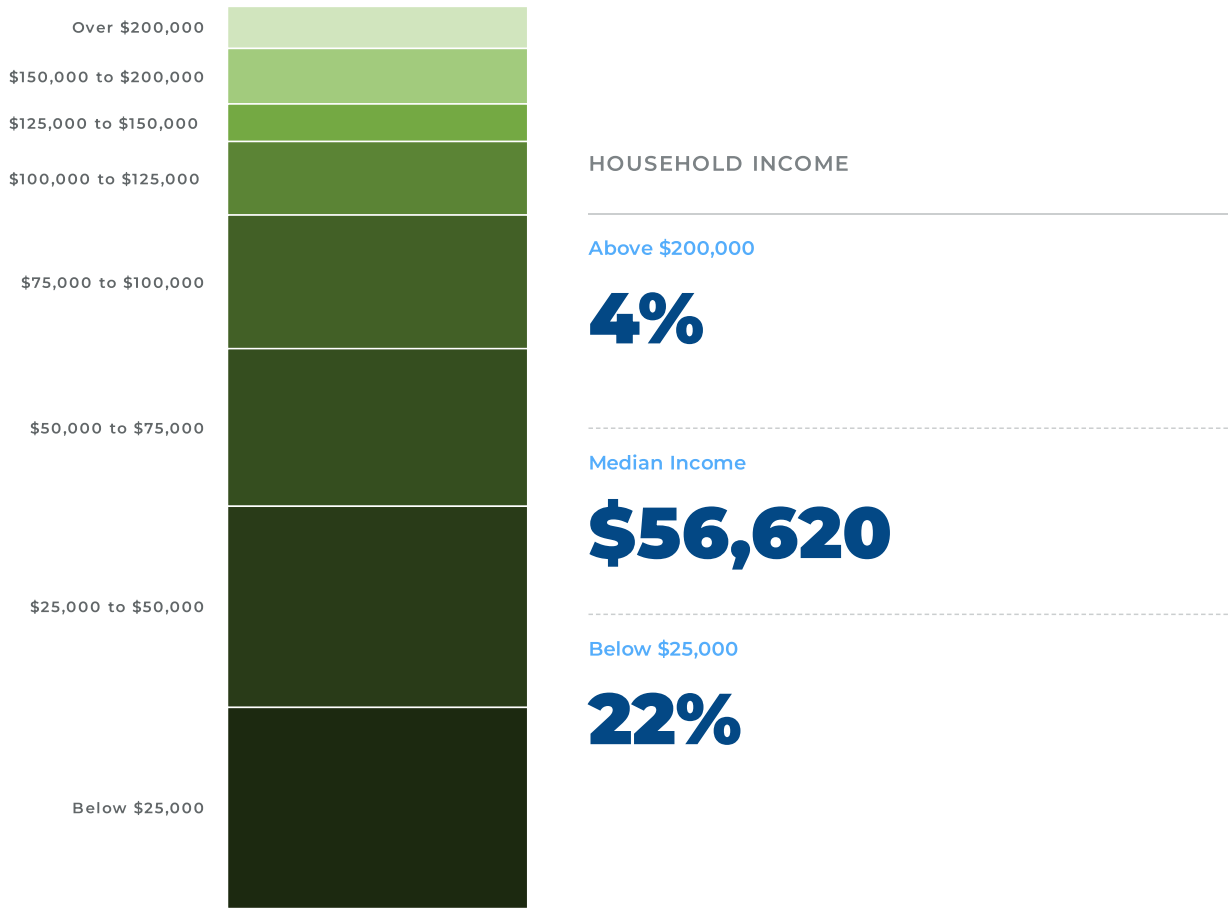
higher than state average

** Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census*



Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

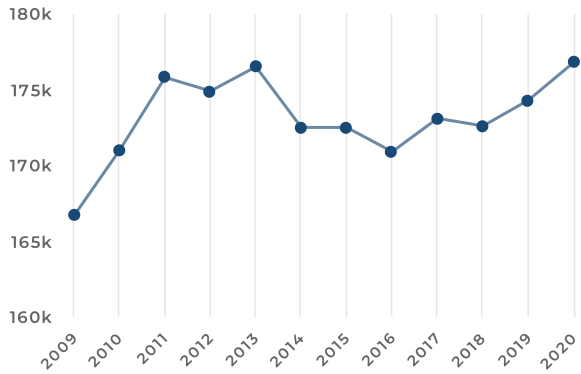


Housing Overview



2020 MEDIAN HOME VALUE

\$176,800

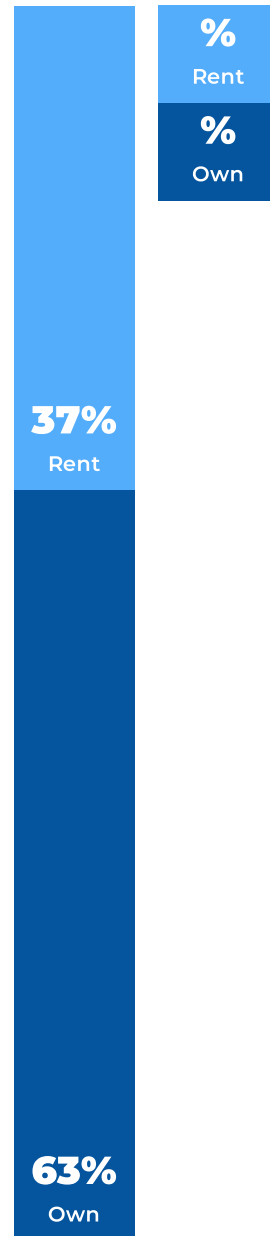


* Data Source: 2020 US Census Bureau

(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

Pittsfield State Avg.



HOME VALUE DISTRIBUTION



* Data Source: 2020 US Census Bureau

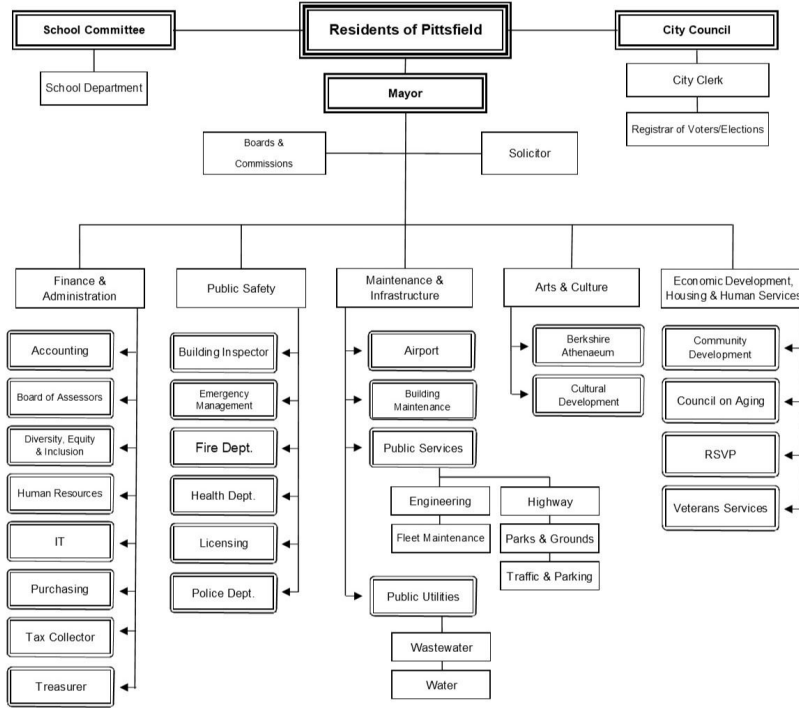
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

* Data Source: 2020 US Census Bureau

(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



Organization Chart



Basis of Budgeting

Pursuant to Chapter 44, Section 32 of the Massachusetts General Laws, the City adopts an annual budget for the General, Enterprise, Parking, and Capital Funds for which the level of expenditure may not legally exceed appropriations for each department. The Mayor is authorized to approve reallocations below this level, such as from one object code to another within the category or from one division to another within a department. Proposed expenditure appropriations for all departments and operations of the City, except those of the School Department, are prepared under the direction of the Mayor and the Finance Director. The School Department budget is prepared under the direction of the School Committee.

All budget appropriations, including those of the School Department, are approved by the City Council. The City Council may reduce or reject any item in the budget submitted by the Mayor, but may not increase or add items without the recommendation of the Mayor.

The City follows the accounting practices established by the Commonwealth of Massachusetts Department of Revenue, called the budgetary basis method of accounting, in the preparation of the annual budget and property tax certification process. The budgetary basis departs from the accounting basis which follows Generally Accepted Accounting Principles (GAAP) in the following ways:

- a. Real estate and personal property taxes are recorded as revenue when levied (budgetary), as opposed to when susceptible to accrual (GAAP).
- b. Encumbrances and continuing appropriations are recorded as the equivalent to expenditures (budgetary), as opposed to a reservation of fund balance (GAAP).
- c. Certain activities and transactions are presented as components of the General Fund (budgetary), rather than as separate funds (GAAP).
- d. Amounts raised for the prior years' deficits and available funds from prior years' surpluses are recorded as revenue items (budgetary) but have no effect on GAAP revenues.

The City prepares its Comprehensive Annual Financial Report in accordance with GAAP as established by the Governmental Accounting Standards Board (GASB).

- a. The accounts of the City are organized and operated on a fund basis. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related, legal, and contractual provisions.
- b. Governmental Funds use the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are "susceptible to accrual" (i.e. both measurable and available). Property taxes are recorded as revenue in the year for which the taxes have been levied, provided they are collected within 60 days after year-end. Investment income is recorded as earned. Other revenues are recorded on a cash basis, because they are generally not measurable until actually received. Expenditures are recorded when the liability is incurred except for (1) interest on general obligation debt, which is recorded when due; and (2) tax abatements, judgments, and claims, all of which are recorded as expenditures to the extent that they have been paid or are expected to be paid with expendable available resources.
- c. Proprietary Funds and Fiduciary Funds are accounted for using the flow of economic resources measurement focus and full accrual basis of accounting. Under this method, revenues are reported when earned and expenses are recorded at the time liabilities are incurred.



Budget Timeline

City of Pittsfield Budget Process

Operating Budget

The City of Pittsfield's budget process begins in mid-fall when the City's financial staff updates the City's five-year financial forecast. At the same time, the Mayor and designated staff collect and analyze other data that may impact the City. For example, this may include demographic, economic, socio-cultural, regulatory, legal, or technological trends. The Mayor uses all of this information to develop budgetary guidelines for department heads. The guidelines are dispersed to department heads on the first Monday of January, and budget requests are due to the Mayor and Director of Finance by February 15th.

In late January, and no later than May 2nd, the Mayor calls a joint meeting of the City Council and School Committee for the Annual Budget Meeting. At this meeting, the Mayor and/or designated staff "review the financial condition of the city, revenue and expenditure forecasts and other relevant information prepared by the mayor in order to develop a coordinated budget," per the City Charter. The School Committee receives recommendations from school administrators on the budget in March, adopts the Pittsfield Public Schools budget by May 1st, and submits it to the Mayor no later than May 2nd.

A budget summit is held in early- to mid-March to convene all department heads with the Mayor and Director of Finance to discuss the budget requests. Individual budget hearings are also held as needed and completed by the end of March. Operating budget requests are cross-checked against the City's Capital Improvement Program to ensure operating budget impacts are taken into account. The Finance Director updates the Mayor regarding local aid figures as they become available from the State government. The draft budget may be impacted depending on the local aid figures.

The Mayor transmits the proposed budget to the City Council by the second Tuesday in May, which is the Council's regular meeting date. This precedes the deadline set in the City Charter of June 1st. Upon transmittal, the proposed budget is published on the City's website. The City Council then releases a notice of public hearing on the budget, which is held at least 14 days after the notice is published. The City Council must, per the City Charter, adopt the budget within 45 days of filing. The final adopted budget shall be published on the City's website. The new fiscal year begins July 1.

Capital Improvement Program

Capital Improvement Program: In mid-November, the Mayor releases the existing five-year capital improvement program, capital requests forms, and instructions to department heads. Department heads are required to update their capital project requests for the five-year period and remit the forms to the Mayor by December 31st. The Mayor shall submit the CIP to the City Council no later than May 2nd, per the City Charter.



Operating Budget	Dates	Capital Improvement Program
Fiscal Year Begins	July 1st	Fiscal Year Begins
Financial staff complete 5-year forecast and Mayor's staff complete trend review. Mayor develops budgetary guidelines.	October - December	
	mid-November	Mayor distributes existing 5-year CIP and capital request forms to departments.
	December 31st	Departments submit capital request forms to Mayor.
Mayor distributes budget guidelines and forms to departments.	1st Monday in January	
City Council and School Committee hold joint Annual Budget Meeting. School Committee submits school budget to Mayor.	late January, and no later than February 15	
Departments submit budget requests to Mayor and Director of Finance.	February 15th	
Budget Summit held with all department heads. Additional individual budget hearings held as needed	early- to mid-March	
	late April, and no later than May 2nd	Mayor submits the 5-year CIP to the City Council.
Mayor transmits proposed budget to City Council. Budget is published on website.	2nd Tuesday in May	
City Council holds public hearing on the budget. City Council adopts the budget.	May - June	City Council holds public hearing on the 5-year CIP



BUDGET OVERVIEW



Budget Summary

FY2023-Final

EXPENDITURES	Final	Final	Final		
LINE ITEMS	FY 2021	FY 2022	FY2023	INCREASE	% CHANGE
GENERAL GOVERNMENT					
Mayor	216,669	225,908	242,784	16,876	7.5%
City Council	106,062	107,062	109,262	2,200	2.1%
City Solicitor	219,623	227,669	236,432	8,763	3.8%
Health & Inspections	492,031	510,113	586,572	76,459	15.0%
Building Inspectors	463,633	491,622	605,707	114,085	23.2%
Veterans Services	1,005,650	1,007,804	915,458	(92,346)	-9.2%
Emergency Management	26,400	26,400	26,600	200	0.8%
City Clerk	344,272	363,082	369,650	6,568	1.8%
Human Resources	200,568	218,982	234,048	15,066	6.9%
Finance & Administration	1,223,576	1,248,221	1,462,207	213,986	17.1%
Information Technology	625,037	814,546	958,501	143,955	17.7%
Airport Commission	273,479	284,728	297,228	12,500	4.4%
RSVP	86,445	96,424	107,142	10,718	11.1%
Council on Aging	302,365	341,200	371,055	29,855	8.8%
Maintenance-City	1,792,460	1,790,890	1,904,053	113,163	6.3%
Maintenance-School	770,000	770,000	900,000	130,000	16.9%
Fire	8,426,958	8,781,434	9,138,800	357,366	4.1%
Police	11,324,229	11,516,232	11,927,437	411,205	3.6%
Department of Public Services	8,076,388	9,050,721	9,970,507	919,786	10.2%
Cultural Development	115,672	122,075	127,806	5,731	4.7%
Diversity, Equity & Inclusion	-	99,760	169,416	69,656	69.8%
Berkshire Athenaeum	1,184,229	1,265,737	1,377,356	111,619	8.8%
Community Development	680,759	734,391	758,651	24,260	3.3%
Workers Compensation	650,000	650,000	650,000	-	0.0%
Unclassified	53,306,376	53,837,125	56,686,954	2,849,829	5.3%
LINE ITEM BUDGET- TOTAL	91,912,881	94,582,126	100,133,626	5,551,500	5.9%
SCHOOL DEPARTMENT	64,493,700	67,311,700	72,398,262	5,086,562	7.6%
LINE ITEMS & SCHOOL - TOTAL	156,406,581	161,893,826	172,531,888	10,638,062	6.6%
ENTERPRISE FUNDS					
DPU Water Treatment- Enterprise	5,472,703	5,614,281	5,216,417	(397,864)	-7.3%
Sewer-Enterprise	816,802	1,039,608	1,048,896	9,288	1.1%
DPU Wastewater-Enterprise	6,741,794	10,658,249	10,024,817	(633,432)	-9.4%
ENTERPRISE TOTAL	13,031,299	17,312,138	16,290,130	(1,022,008)	-5.9%
OTHER EXPENDITURES					
Cherry Sheet Charges	7,069,196	7,139,163	7,568,024	428,861	6.0%
Cherry Sheet Offsets	539,701	557,638	410,089	(147,549)	-26.5%
Overlay	700,000	700,000	800,000	100,000	14.3%
Free Cash	300,000	-	162,400	162,400	100.0%
OPEB				-	0.0%
votes Retained earnings	279,000	363,589		(363,589)	0.0%
Tax Title				-	0.0%



Overlay Surplus				-	0.0%
Other	101,132			-	0.0%
Community Preservation	1,272,363	1,455,258	1,455,258	-	0.0%
OTHER EXPENDITURES - TOTAL	10,261,392	10,215,648	10,395,771	180,123	1.8%
ALL EXPENDITURES - TOTAL	179,699,272	189,421,612	199,217,789	9,796,177	4.9%
REVENUES					
1-STATE AID					
Cherry Sheet	59,283,116	60,753,304	65,854,696	5,101,392	8.4%
2-OTHER REVENUES					
Local Receipts	12,545,725	12,845,725	12,930,860	85,135	0.7%
School Building Assistance	621,217	546,198		(546,198)	-100.0%
Retained Earnings	279,000	363,589		(363,589)	0.0%
Bond Proceeds				-	0.0%
From Stabilization	-	-		-	0.0%
From Free cash	300,000	-	162,400	162,400	#DIV/0!
From Water/Sewer Enterprise Fund	13,031,299	17,312,138	16,290,130	(1,022,008)	-5.9%
From Overlay Surplus	-	-		-	0.0%
Tax Rate Reduction (Free Cash)	750,000	1,500,000	1,000,000	(500,000)	-33.3%
Community Preservation	1,272,363	1,455,258	1,455,258	-	0.0%
NON PROP TAX REVENUE - TOTAL	88,082,720	94,776,212	97,693,344	2,917,132	3.1%
PROPERTY TAX REVENUE	91,616,552	94,645,400	101,524,445	6,879,045	7.3%
ALL REVENUES - TOTAL	179,699,272	189,421,612	199,217,789	9,796,177	5.2%
OTHER DATA					
Minimum to be Raised	91,616,552	94,645,400	101,524,445	6,879,045	7.3%
Levy Ceiling	96,013,146	102,378,780	106,473,930	4,095,150	4.0%
Maximum Allowable Levy	96,013,146	99,880,605	104,077,620	4,197,015	4.2%
Excess Levy Capacity	4,396,594	5,235,205	2,553,175	(2,682,030)	-51.2%



FUND SUMMARIES



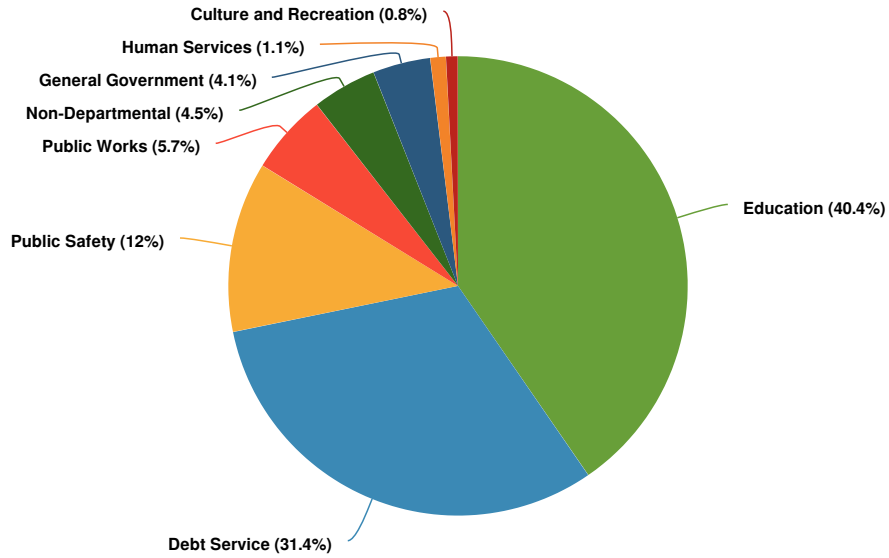


General Fund

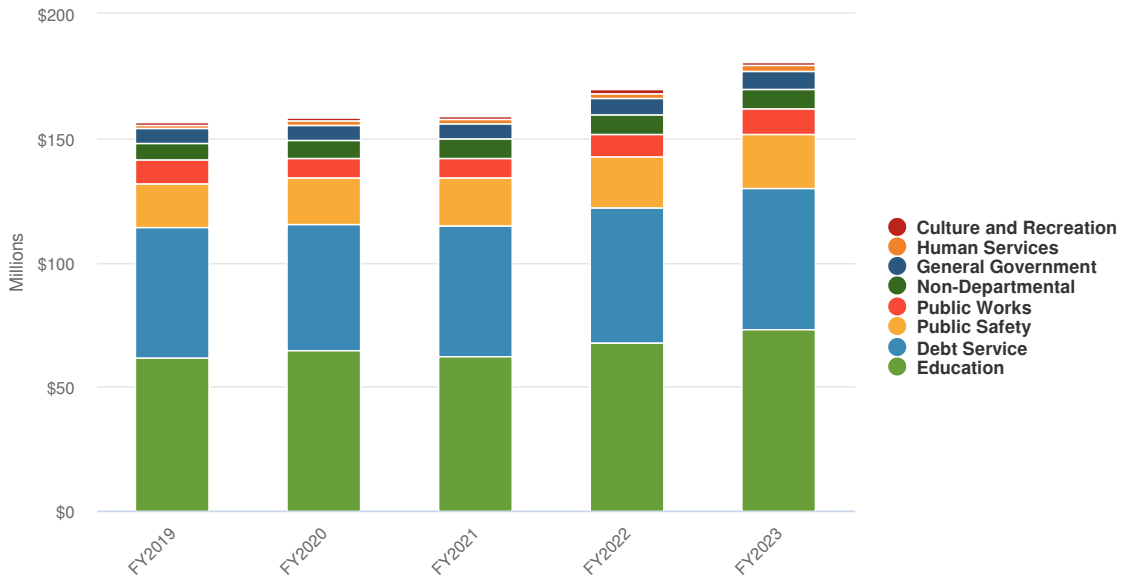
This fund is used to account for most financial resources and activities governed by the city council appropriation process.

Proposed Fiscal Year 2023 General Fund Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted
Expenditures				

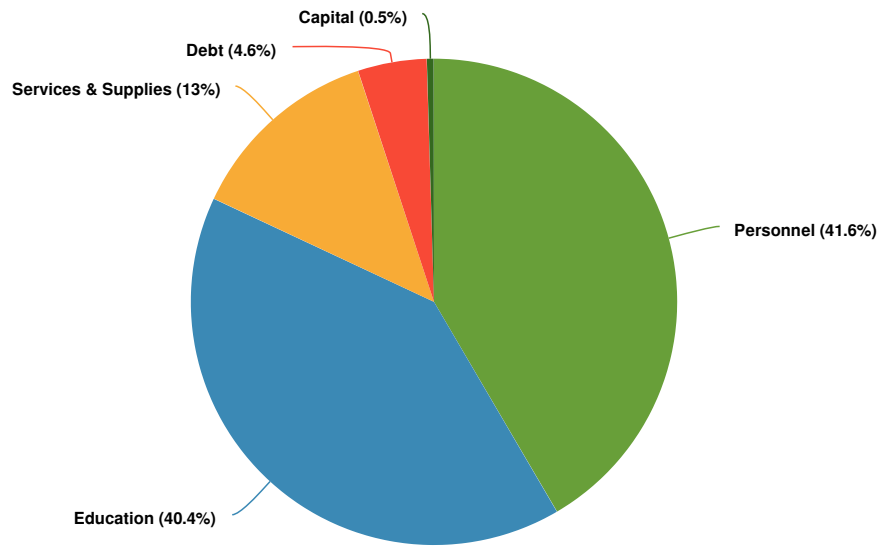


Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted
General Government	\$5,771,353	\$5,862,273	\$6,600,511	\$7,345,004
Total General Government:	\$5,771,353	\$5,862,273	\$6,600,511	\$7,345,004
Human Services	\$1,713,939	\$1,574,663	\$1,955,541	\$1,980,227
Total Human Services:	\$1,713,939	\$1,574,663	\$1,955,541	\$1,980,227
Public Safety	\$18,422,664	\$18,969,756	\$20,815,687	\$21,698,544
Total Public Safety:	\$18,422,664	\$18,969,756	\$20,815,687	\$21,698,544
Public Works	\$7,996,922	\$8,240,767	\$9,335,449	\$10,267,735
Total Public Works:	\$7,996,922	\$8,240,767	\$9,335,449	\$10,267,735
Education	\$64,423,448	\$62,500,821	\$67,931,700	\$73,018,262
Total Education:	\$64,423,448	\$62,500,821	\$67,931,700	\$73,018,262
Culture and Recreation	\$1,224,928	\$1,204,022	\$1,387,812	\$1,505,162
Total Culture and Recreation:	\$1,224,928	\$1,204,022	\$1,387,812	\$1,505,162
Workers Compensation	\$667,567	\$706,299	\$650,000	\$650,000
Total Workers Compensation:	\$667,567	\$706,299	\$650,000	\$650,000
State Chrgs And Asse	\$6,816,257	\$7,200,408	\$7,139,163	\$7,532,236
Total State Chrgs And Asse:	\$6,816,257	\$7,200,408	\$7,139,163	\$7,532,236
Debt Service				
Unclassified	\$51,096,036	\$52,518,513	\$53,837,125	\$56,686,954
Total Debt Service:	\$51,096,036	\$52,518,513	\$53,837,125	\$56,686,954
Total Expenditures:	\$158,133,113	\$158,777,523	\$169,652,988	\$180,684,124

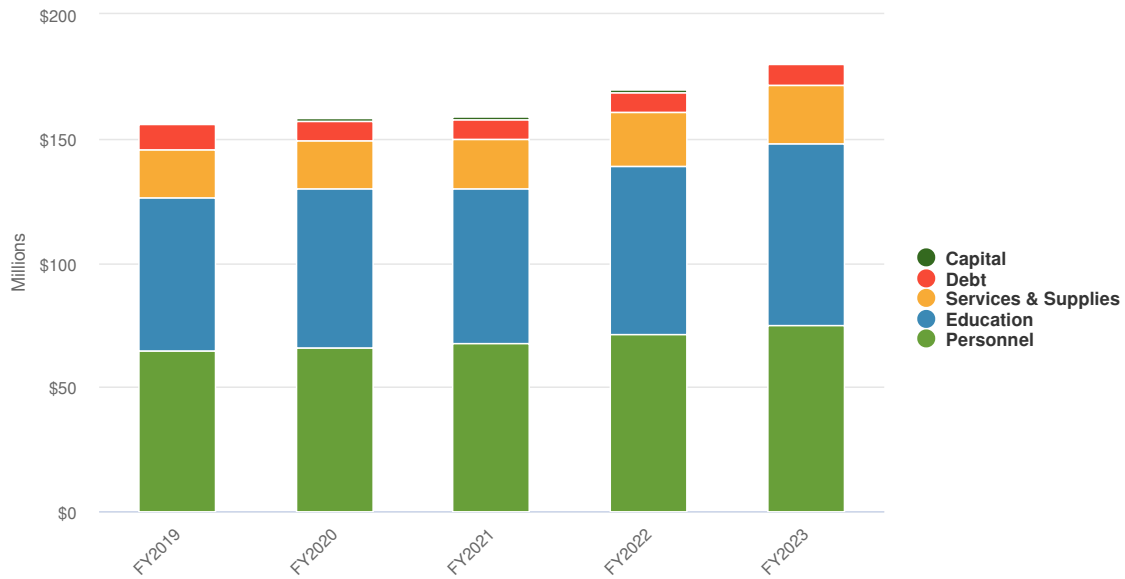


Proposed fiscal Year 2023 Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted
Expense Objects				
Personnel	\$65,719,181	\$67,647,140	\$71,025,109	\$75,106,726
Services & Supplies	\$19,227,391	\$19,932,321	\$21,873,906	\$23,431,367
Capital	\$1,018,152	\$847,071	\$828,280	\$857,280



Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted
Debt	\$7,744,940	\$7,850,169	\$7,993,993	\$8,270,489
Education	\$64,423,448	\$62,500,821	\$67,931,700	\$73,018,262
Total Expense Objects:	\$158,133,113	\$158,777,523	\$169,652,988	\$180,684,124



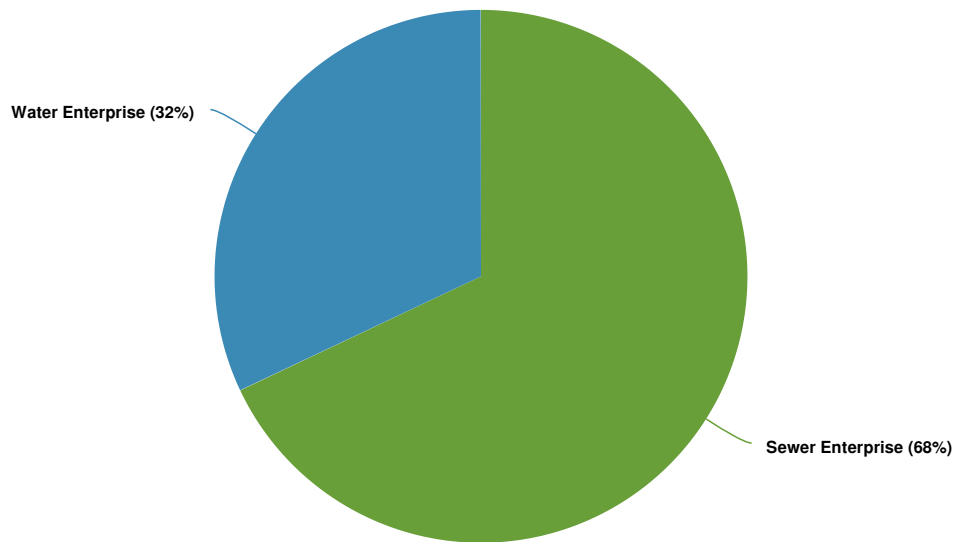


Enterprise Funds

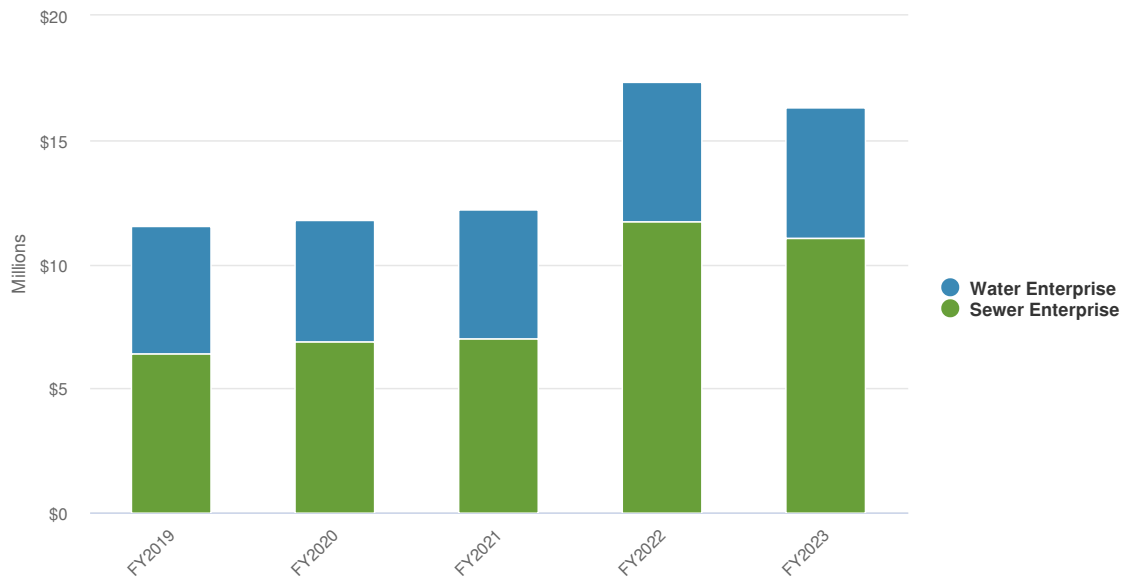
Authorized by MGL c. 44 § 53F½, an enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of a service's total costs recovered through user charges and the portion subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital --are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus," or retained earnings, generated by the enterprise operation rather than closing this out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Proposed Fiscal Year 2023 Expenditures by Fund

2023 Expenditures by Fund



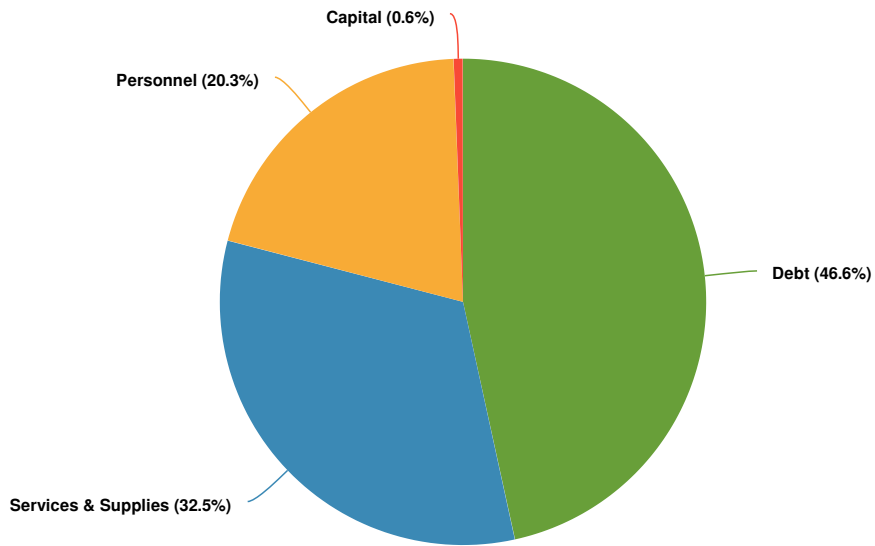
Budgeted and Historical 2023 Expenditures by Fund



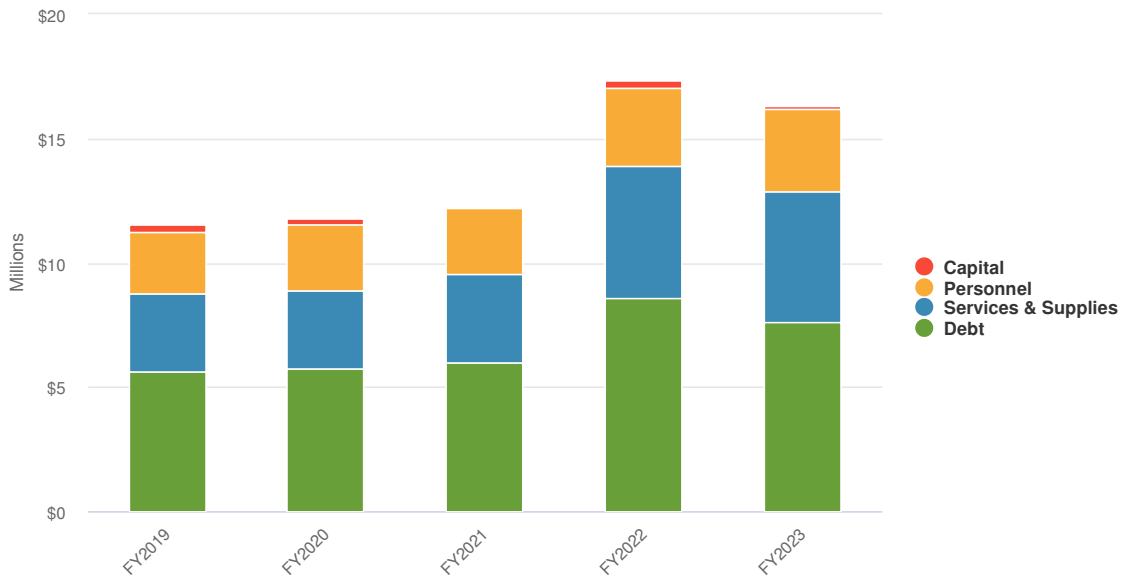
Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Water Enterprise	\$4,928,090	\$5,207,250	\$5,614,281	\$5,216,417	-7.1%
Sewer Enterprise	\$6,874,152	\$7,014,774	\$11,697,857	\$11,073,713	-5.3%
Total:	\$11,802,243	\$12,222,024	\$17,312,138	\$16,290,130	-5.9%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects					
Personnel	\$2,669,712	\$2,686,284	\$3,183,895	\$3,310,944	4%



Name	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Services & Supplies	\$3,139,259	\$3,551,294	\$5,308,300	\$5,292,000	-0.3%
Capital	\$261,194	\$6,819	\$250,000	\$100,000	-60%
Debt	\$5,732,078	\$5,977,626	\$8,569,943	\$7,587,186	-11.5%
Total Expense Objects:	\$11,802,243	\$12,222,024	\$17,312,138	\$16,290,130	-5.9%



FUNDING SOURCES



Revenue Summary

Municipal Revenue

Overview and General Underlying Assumptions

The City of Pittsfield receives revenue from a variety of sources, including taxes, user fees and charges, licenses and permits, and State aid. Since 2017, the City has used a five-year forecasting tool which was developed through a grant from the State as the basis for the revenue projections contained within the budget, although some of the projections were updated using the most recent information available before publication of the budget.

Generally, the financial forecast takes a conservative approach to projecting revenues and is designed using reasonable assumptions about a wide variety of future events. The approach used in the forecast model assumes that current service levels will be maintained. The model also assumes that existing Massachusetts General Laws and regulations will remain unchanged.



Major Revenue Sources

Property Taxes- Overview

In fiscal year 2022, property taxes comprised half of the City's annual revenue, making it the most significant revenue source. This is typical of many cities and towns in Massachusetts. Property taxes are assessed on real property (e.g. land and buildings) as well as personal property (e.g. merchandise and machinery). An individual's personal effects are exempt from the personal property tax. The Board of Assessors and assessing staff are responsible for assessing the full and fair cash value of real and personal property in Pittsfield. Every five years, a full revaluation must be performed in accordance with State law. Fiscal year 2023 is a revaluation year for the city.

Proposition 2 ½

Annual tax levy growth is constrained by Proposition 2 ½, the Massachusetts General Law that limits the annual growth in a municipality's total tax levy (i.e., revenue generated by property taxes) to 2.5%, plus an allowance for new growth. New growth is new development in the City or changes to properties that result in higher assessed value; it does not include increased value due to revaluation. New growth is heavily influenced by economic factors. Using the most up-to-date information about the city's total valuation, the fiscal year 2023 projected new growth is \$1,700,000. This projection, while conservative, is consistent with the five-year and ten-year average growth.

Historical New Growth by Property Class						
Fiscal Year	Residential	Open Space	Commerical	Industrial	Personal Property	Total New Growth
2012	169,555	0	130,270	13,714	1,039,744	1,353,283
2013	135,943	0	384,648	90,701	825,632	1,436,924
2014	132,973	0	21,929	172,350	653,814	981,066
2015	334,266	0	29,481	0	791,786	1,155,533
2016	122,235	0	324,026	0	824,829	1,271,090
2017	108,172	0	108,124	49,796	1,289,613	1,555,705
2018	249,839	0	56,887	38,995	1,220,464	1,566,185
2019	104,246	0	161,891	53,135	1,648,467	1,967,739
2020	203,182	0	91,876	22,096	1,239,063	1,556,217
2021	199,284	0	49,021	1,199	2,012,446	2,261,950
2022	99,732	0	116,844	0	1,353,056	1,569,632
5 year Average	160,743	0	97,441	27,537	1,460,518	1,746,238
10 year Average	169,039	0	134,091	40,181	1,172,629	1,515,939

The second, overarching constraint of Proposition 2 ½ limits the total tax levy to no more than 2.5% of the municipality's total assessed valuation. This limit is referred to as the "levy ceiling." In communities at or near their levy ceiling, this constraint may impinge on annual tax levy growth such that the community may not be able to increase its annual levy by 2.5% or add amounts generated by new growth if this will bring total revenue above the levy ceiling.

In fiscal year 2016, Pittsfield's levy limit collided with the City's levy ceiling. Due to this collision with the levy ceiling, the city was unable to increase its levy limit by the full 2.5% annual increase allowed by Proposition 2 ½, or by the allowance for new growth. However, in fiscal year 2022, due primarily to increases in the value of single family homes, the city's total valuation rose, resulting in the levy ceiling being greater than the levy limit. This allowed the city access to the full amount of its fiscal year 2022 levy. This will remain the case for fiscal year 2023.



State law also allows a city or town to increase taxes beyond the levy limit with voter approval. An override of this limit by voters becomes a permanent part of the tax levy calculation in future years and is best used for recurring expenses in the regular operating budget. A debt exclusion may be approved by voters to increase the levy limit temporarily to fund capital projects. Generally, these projects are financed by borrowing and the annual debt service is added to the levy limit each year until the project is paid off. Currently, the City has no debt exclusions.

Fiscal Year 2023 Property Tax Levy Calculation

FY2023 Property Tax Levy Calculation	
FY2022 Tax Levy Limit	99,880,605
ADD 2.5% Increase	2,497,015
ADD Prop 2 1/2 Override	0
ADD Estimated Certified New Growth	1,700,000
<i>Levy Limit Total</i>	<i>104,077,620</i>
ADD Debt Exclusions	0
<i>Maximum Allowable Levy</i>	<i>104,077,620</i>
<i>Levy Ceiling Check</i>	<i>106,473,930</i>
Actual FY2023 Estimated Tax Levy	104,077,620

Local Receipts

Local receipts are locally-generated revenues, other than real and personal property taxes. These made up approximately 7% of revenue in fiscal year 2022. Examples include motor vehicle excise, local option hotel and meals taxes, investment income, payments in lieu of taxes, penalties and interest on taxes, departmental revenue, fines, and license and permit fees.

Given the conservative budgeting approach taken by the City, local receipts actuals typically exceed the estimated amounts. This has had a positive impact on the City’s ability to increase its free cash on an annual basis.

Motor vehicle excise revenue is the City’s largest local receipt, constituting slightly more than 44% of the total actual local receipts in fiscal year 2021. This revenue stream is dependent upon the value of vehicles owned by City residents. The value is set according to the vehicle’s make, model, and year of manufacture. When economic times are good, people tend to buy newer cars more often, which results in higher receipts. Conversely, when economic times are challenging, receipts may fall if people wait to replace their vehicles. Given the continued economic uncertainty as a result of the COVID-19 pandemic, the estimate for fiscal year 2023 will only be increased by \$25,000 over fiscal year 2022.

State Aid

State aid represented approximately one-third of the City’s annual revenue. State aid is broken down into several categories, the largest of which (for Pittsfield) is Chapter 70 Education Aid. It is approximately 80% of all state aid. The other major category is Unrestricted General Government Aid (UGGA), which is approximately 16% of total state aid.

Chapter 70 Education Aid – Chapter 70 education aid is determined each year by the State Department of Elementary and Secondary Education (DESE) using a complex formula. The formula entails calculating a foundation budget for each municipality or school district based on the number and characteristics of the pupils (e.g., low income, bilingual, or vocational) in the district. The foundation budget represents the minimum level of spending necessary to provide an adequate education in each district. The next step is to determine the relative contributions from municipal revenues versus state Chapter 70 aid necessary to meet required education spending levels. DESE calculates target levels of local (municipal) contribution and



target levels of (state) Chapter 70 aid. These calculations are based on the total income of a municipality's residents and the total property wealth of the municipality. In cases where a municipality has a low ability to pay, less is required from the municipality and state Chapter 70 aid fills the gap between the foundation budget and the required local contribution. Historically, the City has exceeded its minimum local contribution.

In 2019, the State Legislature enacted significant reforms to Chapter 70 based on the recommendations of the Foundation Budget Review Commission. However, as a result of COVID-19, the State was not able to honor its funding commitment for fiscal year 2021. However, for fiscal year 2022 as well as for fiscal year 2023, the State's Chapter 70 funding is in accordance with the 2019 funding reforms.

Charter Tuition Reimbursement – The City's financial forecast anticipates that this reimbursement will decline as the State appropriation for these reimbursements continues to be insufficient to fully fund the reimbursement statewide. The other factor is that enrollment at the charter school attended by Pittsfield students is at or near its limit. Consequently, though the tuition rate is expected to continue to increase slowly, the number of pupils from Pittsfield attending the Berkshire Arts and Technology Charter School is expected to remain relatively stable.

School Choice Receiving Tuition – Pittsfield receives tuition payments for school choice pupils attending Pittsfield schools. This revenue, once received, is deposited in a school choice revolving fund that is available to the School Committee to spend without further appropriation by City officials.

Unrestricted General Government Aid (UGGA) – While UGGA has been increasing at a conservative rate of just under 10% since 2012, the state has pledged to increase aid on an annual basis based on the percentage of increased tax collection over the prior fiscal year. For fiscal year 2023, UGGA will be increased by 2.7% over the fiscal year 2022 level.

Other Local Aid Accounts – The state aid categories of Veterans Benefits, Exemptions for Veterans and Elderly, Public Libraries Offset and State-Owned Land are projected to be level-funded from the previous year.

- Veterans Benefits: The State reimburses municipalities for 75% of authorized amounts spent for veterans' financial, medical, and burial benefits.
- Exemptions for Veterans, Blind, Elderly, Etc.: The State reimburses property tax exemptions for qualifying veterans, seniors, surviving spouses, and the blind.
- Public Libraries Offset: The State provides a certain amount of money which can only be used for the Berkshire Athenaeum.
- State-Owned Land: The State reimburses the City for foregone tax revenue due to certain types of tax exempt state-owned land. In Pittsfield, the State owns the State Forest, office space, and several smaller facilities.

State Aid Category	FY2020 Actual	FY2021 Actual	FY2022 Actual	% of Total FY2023 Budget (FY22)	
Chapter 70 Education Aid	47,686,102	48,163,069	49,660,585	81.74%	54,254,811
Charter Tuition Reimbursement	251,342	511,030	198,865	0.33%	644,811
School Offsets: Choice Receiving & Lunch	633,479	454,791	462,753	0.76%	314,368
Unrestricted General Govt Aid	9,168,252	9,168,252	9,489,141	15.62%	9,745,348
Veterans Benefits	731,664	608,136	574,269	0.95%	538,204
Exemptions VBS and Elderly	183,126	196,400	167,719	0.28%	156,405
State-Owned land	94,082	96,528	105,087	0.17%	105,028
Public Libraries Offset	107,448	84,910	94,885	0.16%	95,721
Total	58,855,495	59,283,116	60,753,304	100.00%	65,854,696



Enterprise Funds

Pittsfield operates enterprise funds for its potable water system and sewer system. An enterprise fund is an accounting and financial reporting mechanism whereby all expenditures and revenues for a particular business-type activity are segregated into a special fund. However, an enterprise fund does not establish a separate, autonomous entity from the municipal government. The principal revenues for the enterprise fund are customer charges for water sales/sewer treatment and related services. In Pittsfield, these revenues are forecasted to cover the cost of operating the water and sewer operations. In fiscal year 2022, the City enacted the first of a series of rate increases that are designed to address the large infrastructure improvement projects that will take place at the City's wastewater treatment plant as well as the City's drinking water facility over the next five years. For fiscal year 2023, sewer rates will increase by 12% and water rates will increase by 10%.

Other Available Funds

Free Cash is the remaining, unrestricted money from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items.

The City has historically appropriated certified free cash annually to reduce the tax rate or balance the budget without using more of the City's limited unused levy capacity. Prior to fiscal year 2017, the amount used has varied and was not guided by policy. However, beginning with the fiscal year 2017 budget, a policy was enacted that stated that no more than \$1,000,000 of Free Cash would be used to reduce the tax rate. Both the fiscal years 2018 and 2019 budgets contained \$1,000,000 however the fiscal year 2022 the final budget utilized \$1,500,000 with approval of the Mayor and Finance Director. The fiscal year 2023 budget will include \$750,000.

Free Cash has also been used to fund certain deficits in the City's operating budget such as Winter Operations, and police overtime as well as to fund certain one-time capital expenses. The use of Free Cash for operating purposes is not a recommended practice and the City's leadership seeks to eliminate using it for this purpose in the future.



\$230,000 **-\$191,557,812**
(-99.88% vs. prior year)



DEPARTMENTS



Berkshire Athenaeum

Alex Reczkowski
Director

Mission Statement

The mission of the Berkshire Athenaeum is to provide the Pittsfield community with the finest literary, informational, and recreational resources.

Department Description

The Berkshire Athenaeum, Pittsfield's public library, exists to initiate, nurture, and feed a passion for knowledge and learning. The library offers people of all ages the materials and services necessary to satisfy an appetite for information about popular cultural and social trends and enjoyable recreational experiences; enables older children and adults to explore personal, historical, and cultural heritage; supplies the means for individuals to continue to learn throughout their lives; and provides the sophisticated information services needed to answer their questions; all in a welcoming setting for people to engage with others and discuss a variety of community issues.

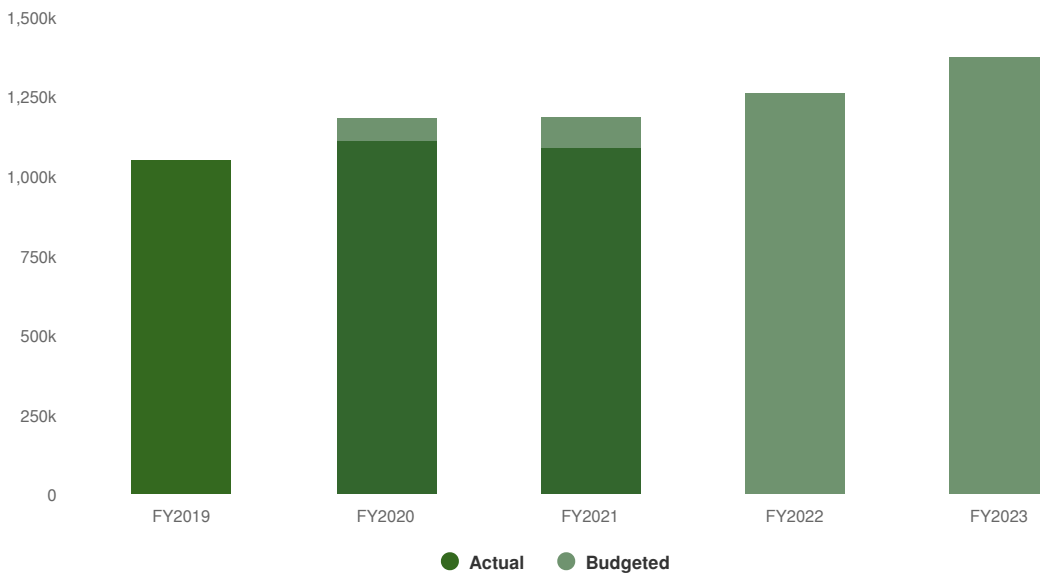
New Spending and Programs

The education and training line item has been increased to account for education reimbursements in accordance with the collective bargaining agreement with union employees.

Expenditures Summary

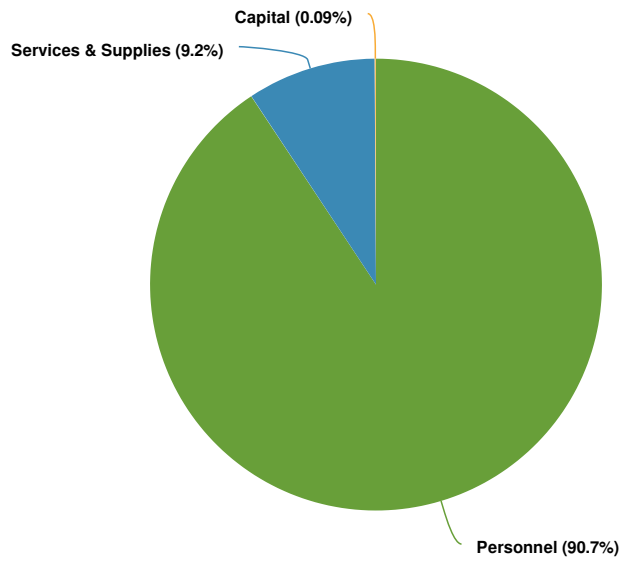
\$1,377,356 **\$111,619**
(8.82% vs. prior year)

Berkshire Athenaeum Proposed and Historical Budget vs. Actual

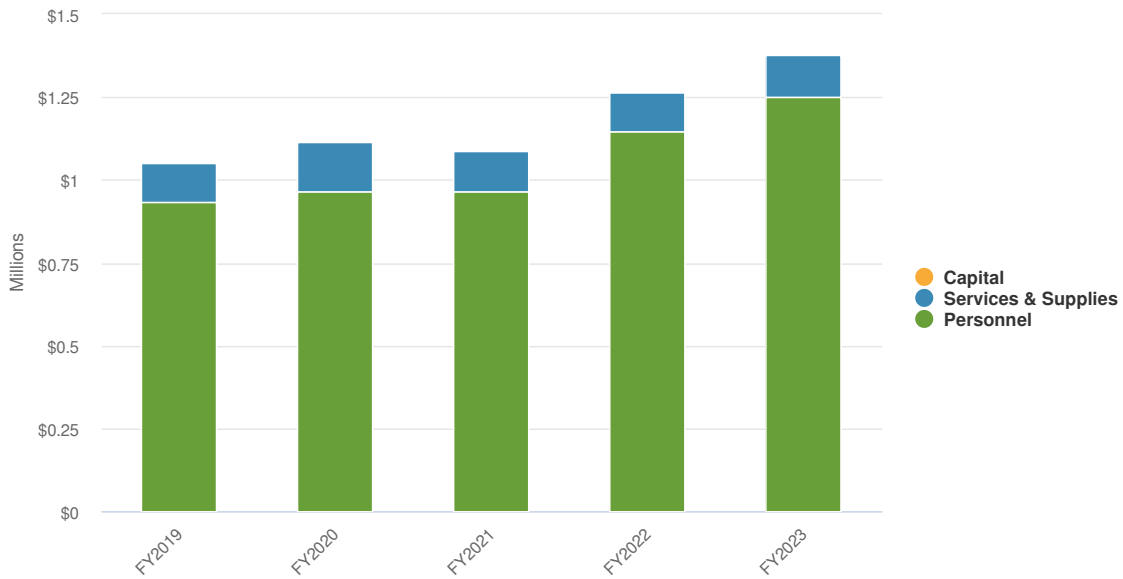


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
Culture and Recreation							
SR SUPERVISORS	01270-51010	\$220,555	\$219,311	\$211,268	\$268,348	\$57,080	27%
SUPERVISOR SPEC II	01270-51011	\$41,541	\$43,804	\$47,035	\$50,368	\$3,333	7.1%
SUPERVISOR SPEC I	01270-51013	\$91,116	\$68,229	\$130,943	\$128,045	-\$2,898	-2.2%
LIBRARY ASST II P/T	01270-51016	\$105,758	\$116,470	\$163,932	\$173,326	\$9,394	5.7%
SENIOR TECHNICIANS	01270-51018	\$128,250	\$130,555	\$159,835	\$166,403	\$6,568	4.1%
SENIOR ASST P/T	01270-51019	\$88,327	\$86,046	\$132,720	\$150,859	\$18,139	13.7%
DIRECTOR OF ATHENAEUM	01270-51024	\$74,418	\$78,186	\$81,343	\$87,443	\$6,100	7.5%
LIBRARY CUSTODIANS	01270-51150	\$76,047	\$79,732	\$82,413	\$83,202	\$789	1%
LIBRARY ASST I P/T	01270-51165	\$50,175	\$73,462	\$98,011	\$98,996	\$985	1%
LIBRARY TECHNICIANS	01270-51166	\$54,456	\$65,966	\$37,338	\$39,293	\$1,955	5.2%
LIBRARY SHELVERS P/T	01270-51167	\$34,861	\$3,099	\$2,874	\$2,998	\$124	4.3%
Total Culture and Recreation:		\$965,505	\$964,859	\$1,147,712	\$1,249,281	\$101,569	8.8%
Total Personnel:		\$965,505	\$964,859	\$1,147,712	\$1,249,281	\$101,569	8.8%
Services & Supplies							
Culture and Recreation							
OFFICE EQUIPMENT MAINTENANCE	01270-52404	\$944	\$972	\$950	\$1,000	\$50	5.3%
LIBRARY NETWORKING FEES	01270-53009	\$50,516	\$50,000	\$50,000	\$50,000	\$0	0%
EDUCATION & TRAINING	01270-53018	\$250	\$4,000	\$3,000	\$3,000	\$0	0%
SUPPLIES	01270-54227	\$11,637	\$13,650	\$12,770	\$12,770	\$0	0%
BUILDING MAINTENANCE SUPPLIES	01270-54300	\$6,095	\$6,421	\$6,450	\$6,450	\$0	0%
BINDING & MICROFILM	01270-55801	\$3,575	\$3,575	\$3,575	\$3,575	\$0	0%
NEWSPAPERS & PERIODICALS	01270-55802	\$9,873	\$6,964	\$7,000	\$7,000	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
BOOKS & AUDIO VISUAL	01270-55803	\$63,350	\$30,658	\$30,000	\$40,000	\$10,000	33.3%
TRAVEL	01270-57100	\$1,421	\$4,000	\$1,500	\$1,500	\$0	0%
UNCLASSIFIED	01270-57824	\$1,122	\$2,042	\$1,500	\$1,500	\$0	0%
Total Culture and Recreation:		\$148,782	\$122,282	\$116,745	\$126,795	\$10,050	8.6%
Total Services & Supplies:		\$148,782	\$122,282	\$116,745	\$126,795	\$10,050	8.6%
Capital							
Culture and Recreation							
THEFT DETERRENT SYSTEM	01270-58521	\$0	\$1,280	\$1,280	\$1,280	\$0	0%
Total Culture and Recreation:		\$0	\$1,280	\$1,280	\$1,280	\$0	0%
Total Capital:		\$0	\$1,280	\$1,280	\$1,280	\$0	0%
Total Expense Objects:		\$1,114,288	\$1,088,421	\$1,265,737	\$1,377,356	\$111,619	8.8%



Line Item Description

Line Item Summary

Personnel

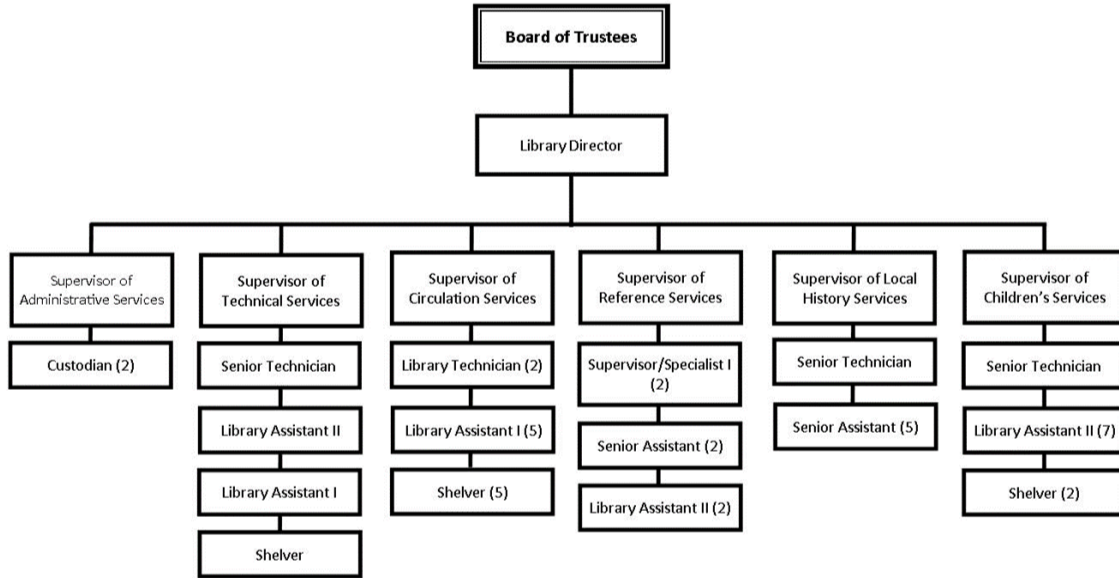
Account	Account Name	Description
51010	Senior Supervisors	Salary account for five full-time supervisors of the Circulation, Local History, Children's, Reference and Technical Services Departments
51011	Supervisor Specialist II	Salary account for one full-time Administrative Services Supervisor responsible for library payroll, accounting and non-book purchasing
51013	Supervisor Specialist I	Salary account for two full-time reference librarians / subject specialists
51016	Library Assistant II P/T	Salary account for eighteen (5 FTE) un-benefitted part-time public service clerical positions in the Children's, Circulation, Reference, and Technical Services Departments.
51018	Senior Technician	Salary account for four full-time first assistants in the Children's, Circulation, Local History and Technical Services Departments
51019	Senior Assistant P/T	Salary account for ten (3.8FTE) un-benefitted part-time clerical employees working in the Local History, Reference, and Technical Services Departments
51024	Director of the Athenaeum	Salary account for one full-time Library Director
51150	Library Custodians	Salary account for two full-time building custodians
51165	Library Assistant I P/T	Salary account for ten (3.2 FTE) un-benefitted part-time clerical employees working in the Children's, Circulation and Technical Services Departments.
51166	Library Technician	Salary account for two full-time public service clerical employees in the Circulation Department
51167	Library Shelters P/T	Salary account for one (.3 FTE) un-benefitted part-time employees working Circulation

Expenses

Account	Account Name	Description
52404	Equipment Maintenance	Maintenance of computers, audio-visual, telephone and WiFi equipment
53019	Education & Training	Membership in state, regional, and national professional associations, and the registration fees to conferences and workshops necessary to keep skills current
54227	Supplies- General	Postage, printing, book processing supplies and office supplies
54300	Building Maintenance Supplies	Custodial paper and cleaning products, hand tools, hardware, and the uniform allowance as negotiated with Teamsters
55801	Microfilm	Cost of microfilming The Berkshire Eagle and the Pittsfield Gazette
55802	Newspapers & Periodicals	Purchase of an estimated 186 newspapers and magazines



Organizational Chart



Goal #1 Meet the needs of patrons of all ages, backgrounds, interests, and abilities

Objective: Re-establish young adult services; complete strategic planning focus groups; strengthen relationships with partner organizations.

Performance Measure: Young adult area will be staffed at least during after school and school vacation week hours; focus groups will be held with children and families with young children, young adults, adults, post-retirement adults, those for whom English is a second language, those experiencing homelessness, representatives from the City's various neighborhoods, and partner organizations; partner organizations will resume pre-Covid partnerships including monthly wellness clinics with Berkshire Harm Reduction, the annual job fair, speed repping, bi-monthly lunch distribution by the Salvation Army, and bi-weekly programming with ServiceNet/Living In Recovery.

Mayoral Focus Area: Shared Responsibility

Goal #2 Preserve and promote local history and authors

Objective: Improve environmental controls for local history special collections; expand online offerings of local history resources; increase digital assets that serve both preservation and access.



Performance Measure: Complete environmental assessment and begin adjustments according to the findings; complete web conversion of local Berkshire Family History Association databases; digitize veterans' records, tax records, and glass plate negative photograph collections.

Mayoral Focus Area: Proactive long-term planning

Goal #3 Provide a community forum

Objective: Resume pre-Covid levels of library meeting room use; enhance meeting rooms with virtual/hybrid meeting capabilities; create spaces for patrons to conduct or participate in virtual meetings.

Performance Measure: Library meeting statistics will increase; meeting rooms will have additional cameras, microphones, and projectors; at least two spaces will be created for virtual meetings.

Mayoral Focus Area: Communication

Building Inspectors Department

Jeffrey Clemons
Building Commissioner

Mission Statement

The mission of the Building Inspectors Department is to ensure the safety of the public through the enforcement of state and local construction, housing, zoning, and other applicable codes through both proactive and reactive inspection and compliance mechanisms.

Department Description

The Building Inspectors Department is responsible for the enforcement of State and local construction codes, zoning code, and accessibility laws and regulations. This is accomplished through the inspection of electrical wiring and systems, plumbing and fuel gas systems, commercial and residential construction activities, and the inspection and safety certification of commercial and municipal buildings and structures and places of assembly. In addition, the department responds to complaints regarding code compliance, and may levy fines or seek court action to ensure compliance for the purposes of life safety and public health.

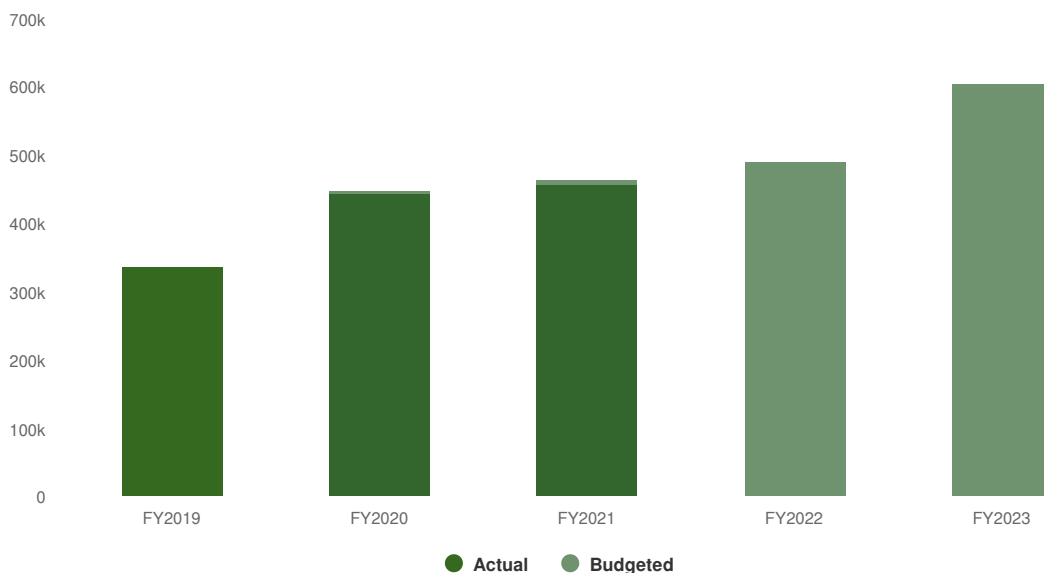
New Spending and Programs

An additional building inspector will be added in fiscal year 2023.

Expenditures Summary

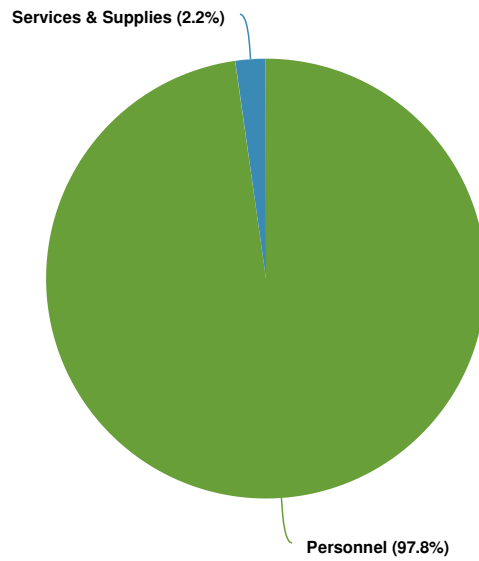
\$605,707 **\$114,085**
(23.21% vs. prior year)

Building Inspectors Department Proposed and Historical Budget vs. Actual

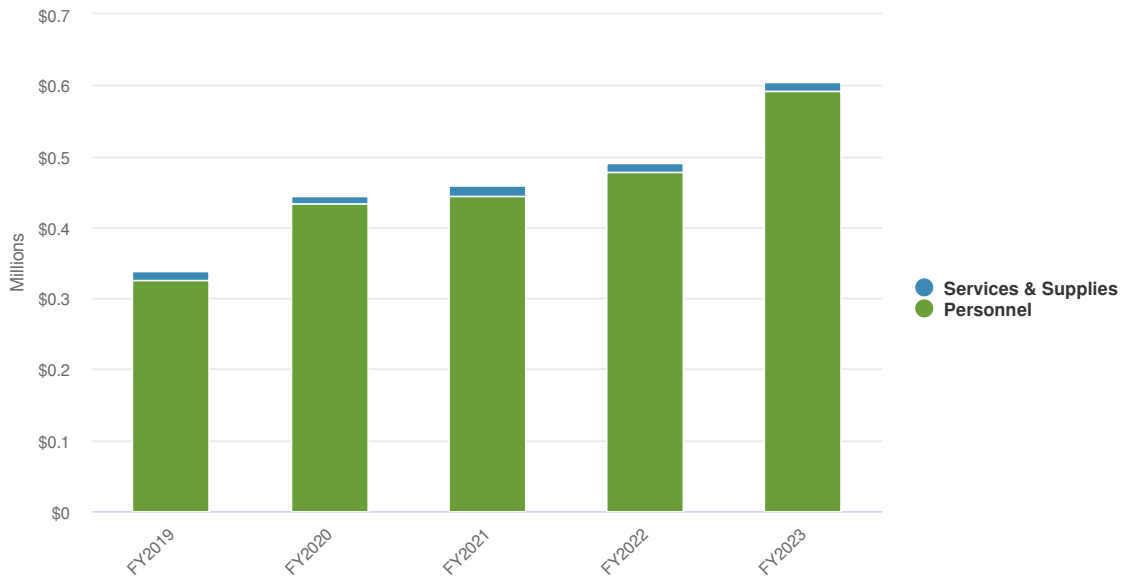


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
Public Safety							
INSPECTOR WGHTS/MEASURE	01025-51041	\$42,509	\$44,164	\$46,059	\$46,750	\$691	1.5%
SENIOR WIRE INSPECTOR	01025-51044	\$56,899	\$57,532	\$58,395	\$59,270	\$875	1.5%
BUILDING COMMISSIONER	01025-51057	\$72,610	\$78,995	\$81,783	\$87,917	\$6,134	7.5%
HEAD CLERK	01025-51085	\$34,710	\$36,061	\$37,609	\$40,015	\$2,406	6.4%
SENIOR CLERK	01025-51148	\$9,906	\$13,930	\$29,543	\$30,928	\$1,385	4.7%
LOCAL BLDG INSPECTOR	01025-51196	\$159,461	\$163,757	\$169,180	\$270,735	\$101,555	60%
PLUMBING/GAS INSPECTOR	01025-51197	\$49,007	\$48,890	\$50,987	\$51,752	\$765	1.5%
TEMPORARY LABOR	01025-51205	\$7,521	\$1,250	\$4,800	\$4,800	\$0	0%
Total Public Safety:		\$432,622	\$444,578	\$478,356	\$592,167	\$113,811	23.8%
Total Personnel:		\$432,622	\$444,578	\$478,356	\$592,167	\$113,811	23.8%
Services & Supplies							
Public Safety							
TELEPHONE	01025-52300	\$3,736	\$3,675	\$3,666	\$3,940	\$274	7.5%
SUPPLIES	01025-54227	\$5,830	\$7,268	\$6,000	\$6,000	\$0	0%
UNIFORMS	01025-55000	\$2,341	\$2,914	\$3,600	\$3,600	\$0	0%
TRAVEL	01025-57100	\$74	\$0	\$0	\$0	\$0	0%
Total Public Safety:		\$11,980	\$13,857	\$13,266	\$13,540	\$274	2.1%
Total Services & Supplies:		\$11,980	\$13,857	\$13,266	\$13,540	\$274	2.1%
Total Expense Objects:		\$444,602	\$458,436	\$491,622	\$605,707	\$114,085	23.2%



Line Item Description

Personnel

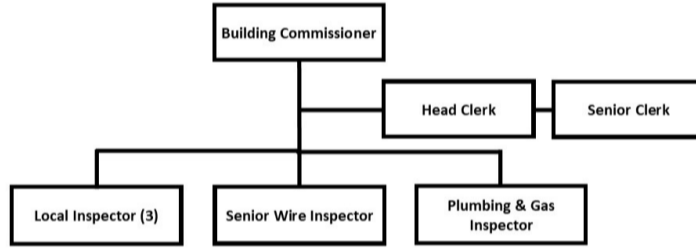
<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51044	Senior Wire Inspector	Salary account for the Senior Wire Inspector
51057	Building Commissioner	Salary account for the Building Commissioner
51085	Head Clerk	Salary account for the Head Clerk
51148	Senior Clerk	Salary account for the Senior Clerk
51196	Building Inspectors	Salary account for 3 Building Inspectors
51197	Plumbing & Gas Inspector	Salary account for the Plumbing & Gas Inspector
51041	Inspector Weight/Measures	Salary account for the Inspector of Weights & Measures
51205	Temporary Labor	Alternate inspectors and staff during absences, i.e., long term illness, vacation, personal time, and to hire temporary help

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
55000	Uniforms	Union contractual agreement for uniforms
52300	Telephone	Cell phones provided to inspectors for communication purposes in the field, as well as receiving emergency calls at home
54227	Supplies	Office supplies, safety supplies, membership dues, and required training.



Organizational Chart



Building Maintenance Department

Brian Filiault

Director

Mission Statement

The mission of the Building Maintenance Department is to maintain the infrastructure of the City and School buildings through high-quality and timely preventive maintenance and repairs; to maintain and improve all life safety and security systems to protect building users; to aggressively enforce parking laws in the City; and to perform all tasks in a cost-effective manner.

Department Description

The Building Maintenance Department is responsible for the preventive maintenance and emergency repairs to all City and School buildings and assists with work on the grounds as needed using a skilled workforce. The department pays particular attention to all life safety and security systems as well as indoor air quality for the benefit of all building users. Staff coordinates with the school department to meet unique needs, including any environmental compliance and security requirements. In addition, the department is responsible for the coordinating all public and school building rentals including the Controy Pavilion, Historic Wahconah Park, and other athletic facilities, which are used throughout the year by many social, civic and non-profit organizations.

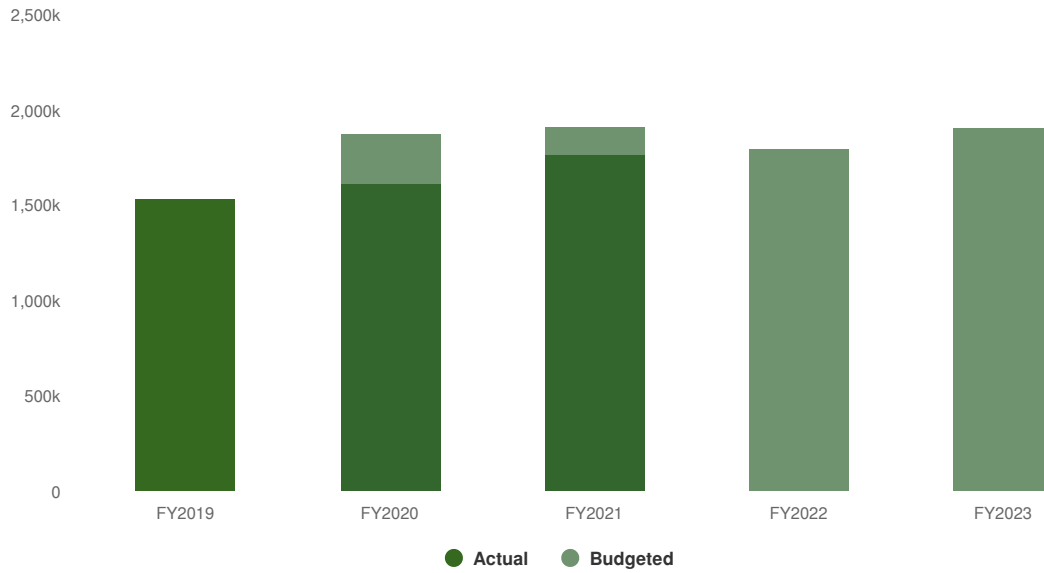
New Spending and Programs

An additional HVAC technician will be added in fiscal year 2023

Expenditures Summary

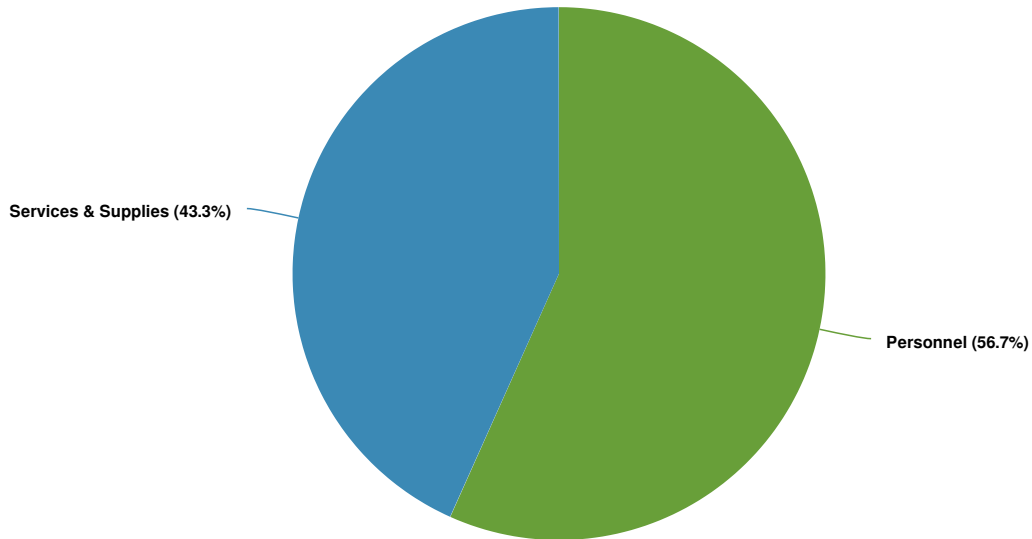
\$1,904,053 **\$113,163**
(6.32% vs. prior year)

Building Maintenance Department Proposed and Historical Budget vs. Actual

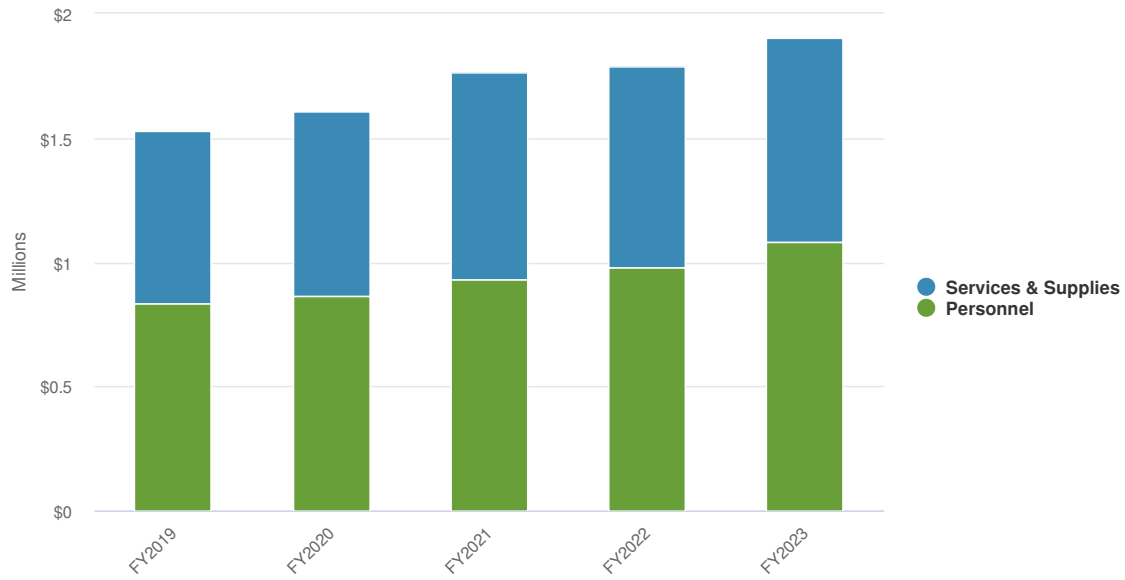


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
General Government							
DIRECTOR OF MAINTENANCE	01161-51023	\$72,518	\$75,817	\$79,263	\$94,808	\$15,545	19.6%
BOILER/HVAC REPAIRMAN	01161-51042	\$2,443	\$38,615	\$47,621	\$49,759	\$2,138	4.5%
PAINTER	01161-51045	\$44,946	\$37,999	\$47,648	\$49,821	\$2,173	4.6%
WORKING FOREMAN CRAFT	01161-51072	\$55,261	\$57,410	\$59,874	\$62,444	\$2,570	4.3%
PLUMBER	01161-51073	\$107,093	\$116,343	\$104,316	\$109,064	\$4,748	4.6%
CARPENTERS	01161-51075	\$149,100	\$157,187	\$163,799	\$169,539	\$5,740	3.5%
PRINCIPAL CLERK	01161-51145	\$39,668	\$41,212	\$42,981	\$44,827	\$1,846	4.3%
HVAC TECHNICIAN	01161-51149	\$101,923	\$105,945	\$110,303	\$161,300	\$50,997	46.2%
CUSTODIAN	01161-51150	\$38,679	\$32,334	\$35,380	\$36,972	\$1,592	4.5%
OFFICE MANAGER	01161-51169	\$52,701	\$54,753	\$57,102	\$59,553	\$2,451	4.3%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
ELECTRICIANS	01161-51182	\$155,526	\$161,044	\$168,103	\$173,466	\$5,363	3.2%
CUSTODIAL LABOR-RENTALS	01161-51207	\$9,362	\$0	\$25,000	\$25,000	\$0	0%
SCHEDULED OVERTIME	01161-51309	\$32,595	\$48,998	\$40,000	\$43,000	\$3,000	7.5%
Total General Government:		\$861,815	\$927,657	\$981,390	\$1,079,553	\$98,163	10%
Total Personnel:		\$861,815	\$927,657	\$981,390	\$1,079,553	\$98,163	10%
Services & Supplies							
General Government							
UTILITIES	01161-52100	\$502,073	\$512,531	\$545,000	\$545,000	\$0	0%
REPAIRS MUNICIPAL BUILDINGS	01161-52440	\$242,171	\$318,489	\$260,000	\$275,000	\$15,000	5.8%
CONTRACTUAL ALLOWANCES	01161-55810	\$3,850	\$4,346	\$4,500	\$4,500	\$0	0%
Total General Government:		\$748,095	\$835,367	\$809,500	\$824,500	\$15,000	1.9%
Total Services & Supplies:		\$748,095	\$835,367	\$809,500	\$824,500	\$15,000	1.9%
Total Expense Objects:		\$1,609,910	\$1,763,024	\$1,790,890	\$1,904,053	\$113,163	6.3%



Line Item Description

Personnel

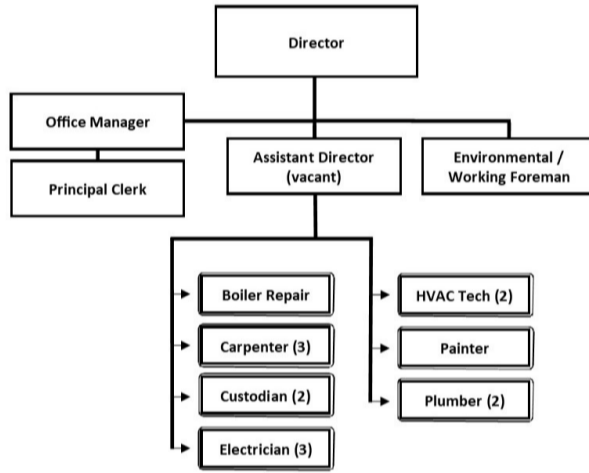
<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51023	Director of Maintenance	Salary of the Director of Maintenance
51226	Asst. Director of Maintenance	Salary of the Assistant Director of Maintenance
51042	Boiler/HVAC Repairman	Salary of the one (1) Boiler / HVAC Repairman
51045	Painter	Salary of the one (1) Painter
51072	Working Foreman Craft	Salary of the Working Foreman Craft & LEA
51073	Plumber	Salary of the two (2) Plumbers
51075	Carpenter	Salary of the three (3) Carpenters
51145	Principal Clerk	Salary of the one (1) Principal Clerk
51149	HVAC Technician	Salary of the three (3) HVAC Technicians
51150	Custodian	Salary of the one (1) Custodian. One has been transferred to the Department of Public Services
51169	Office Manager	Salary of the one (1) Office Manager
51182	Electrician	Salary of the three (3) Electricians
51201	Seasonal Labor	Salary of the one (1) Seasonal Laborer
51309	Scheduled Overtime	This is a new line item for Unscheduled overtime for snow removal, call-ins and other after hour responsibilities of the department. These costs were previously accounted for in the Unclassified budget
51207	Custodial Labor- Rentals	Overtime labor associated with rentals in School Buildings. Fees are paid for gym use to cover this cost.

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
55810	Contractual Allowances	Under contractual agreements with S&P and Teamsters we are required to provide reimbursement for tools and clothing
52100	Utilities	Electricity, Propane (parks only) Natural gas for city buildings and parks.
52440	Repairs Municipal	Maintenance purchases and contractual labor expenses needed to complete all maintenance Work Orders and other projects as requested.
52810	Abandoned Property	Purchase of all materials and vendor labor cost to secure any abandoned property requested by the Health department
51186	Commission Clerk	Salary account for the Airport Commission meeting minutes processing and summary



Organizational Chart



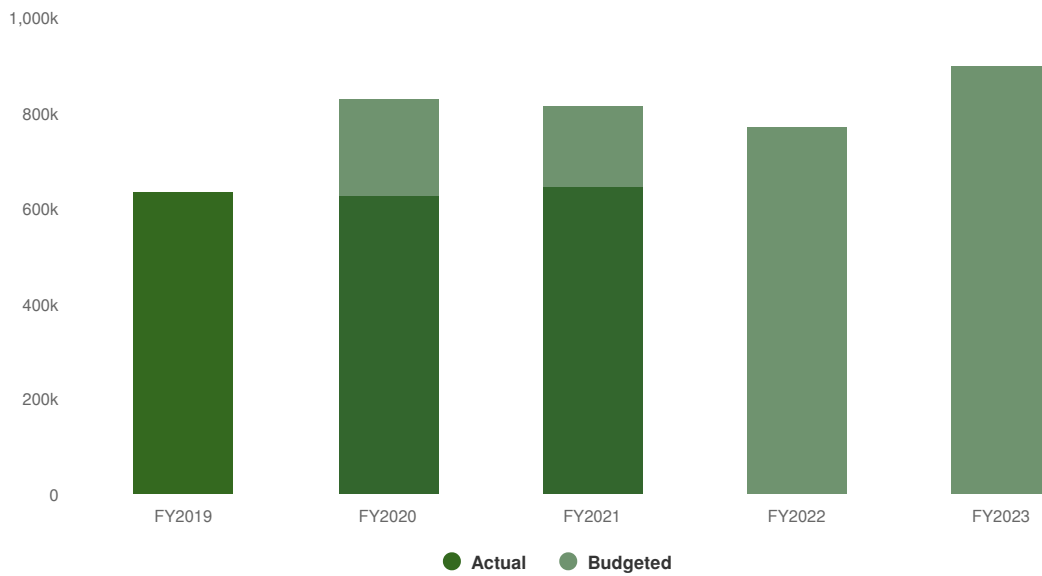
Building Maintenance Department-Schools

Brian Filiault
Director

Expenditures Summary

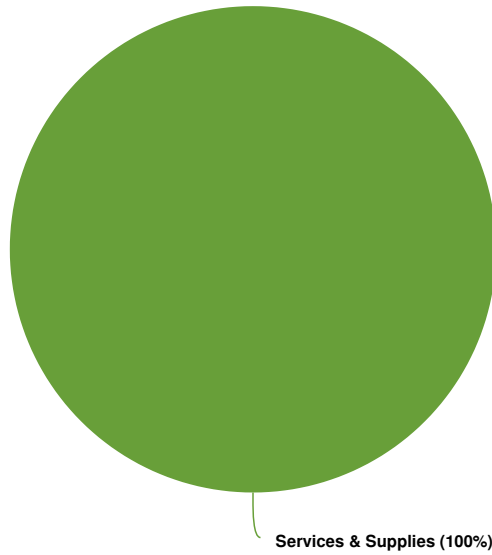
\$900,000 **\$130,000**
(16.88% vs. prior year)

Building Maintenance Department-Schools Proposed and Historical Budget vs. Actual

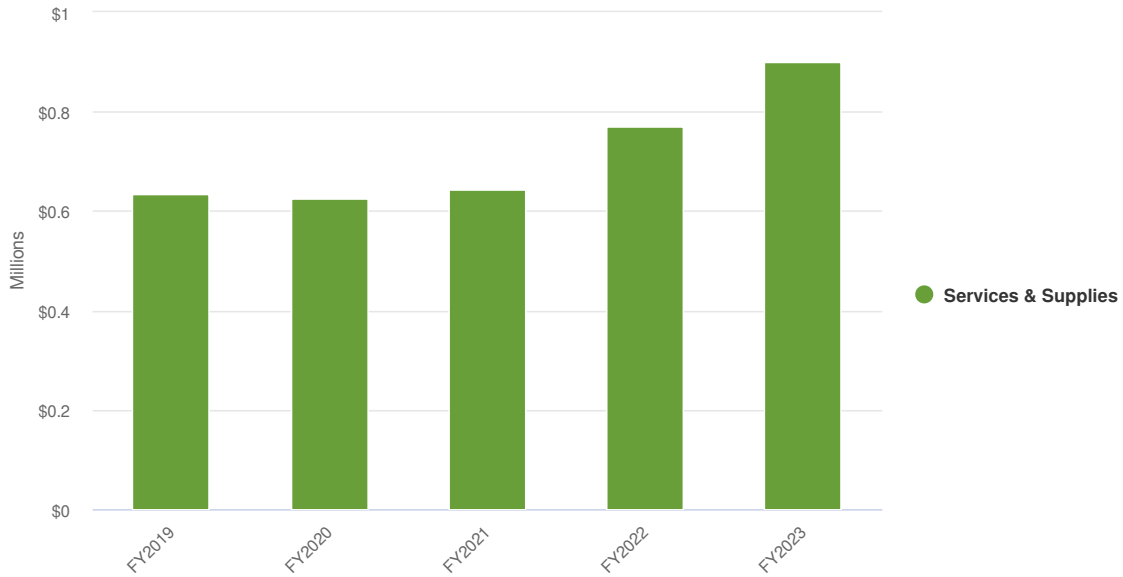


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Services & Supplies							
General Government							
CONTRACTUAL SERVICES	01162-52000	\$330,103	\$309,217	\$395,000	\$425,000	\$30,000	7.6%
SUPPLIES	01162-54227	\$296,509	\$334,557	\$375,000	\$475,000	\$100,000	26.7%
Total General Government:		\$626,612	\$643,773	\$770,000	\$900,000	\$130,000	16.9%
Total Services & Supplies:		\$626,612	\$643,773	\$770,000	\$900,000	\$130,000	16.9%
Total Expense Objects:		\$626,612	\$643,773	\$770,000	\$900,000	\$130,000	16.9%

Line Item Description

Expenses

Account	Account Name	Description
54227	Maintenance Supplies	Purchases of all materials and any vendor labor cost needed to complete maintenance school Work Orders and other projects as requested
52000	Contractual Services	Contractual Services for Schools such as windows, alarm monitoring, dumpster service, elevator maintenance, roof repairs



City Clerk's Office

Michele Benjamin

City Clerk

Mission Statement

The mission of the City Clerk's Office is to accurately record and archive the City's historic records and to provide quality customer service to the public in retrieving those records as well as assisting them in navigating their city government.

Department Description

The City Clerk's Office is the keeper of the records for the City of Pittsfield and issues a variety of licenses and permits. Major activities include: recording and issuing all vital records (birth, death, marriage); processing marriage intentions; issuing licenses and permits including business certificates, secondhand dealer's licenses, inflammable fluid certificates, raffle permits, sidewalk café permits, physician's registrations, utility pole locations, and burial permit; providing notary services; selling bulk waste stickers; and overseeing operations of the City Council. The office also encompasses the Registrar of Voters office which is responsible for the annual census, registering voters, maintaining voter records, certifying nomination papers and actively participates in the administration of every election and the Licensing Board which issues alcohol and beer and wine licenses, entertainment and common victualler licenses, special event permits, inn holder and lodging licenses, taxi and limo licenses and more.

New Spending and Programs

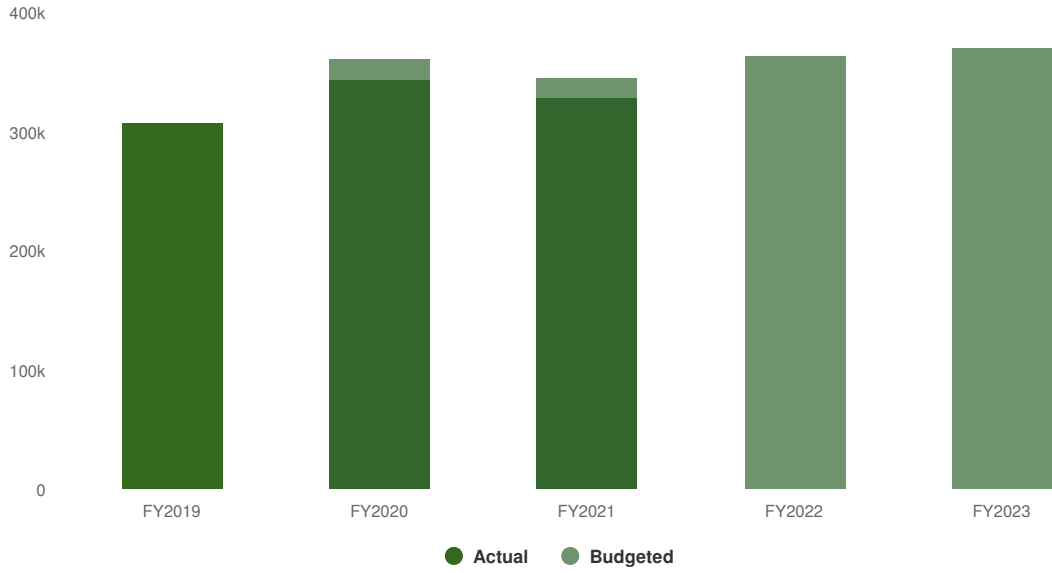
There are no new spending or programs in the City Clerk's Office for fiscal year 2023.

Expenditures Summary

\$369,650 **\$6,568**
(1.81% vs. prior year)

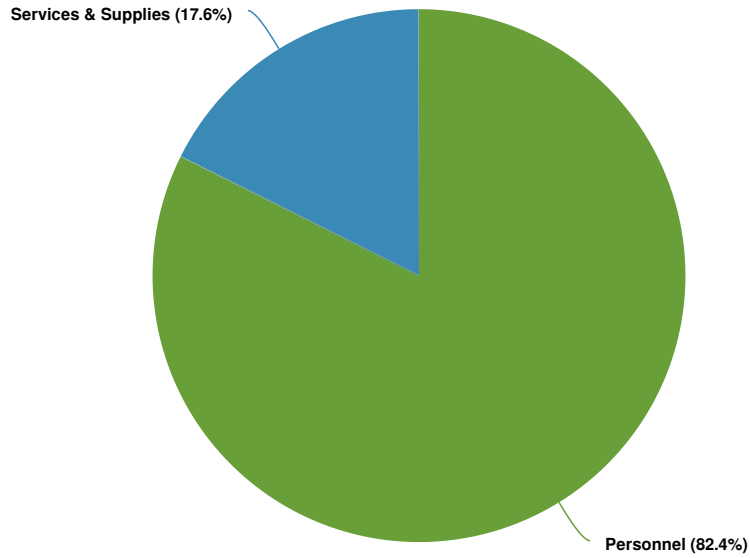


City Clerk's Office Proposed and Historical Budget vs. Actual

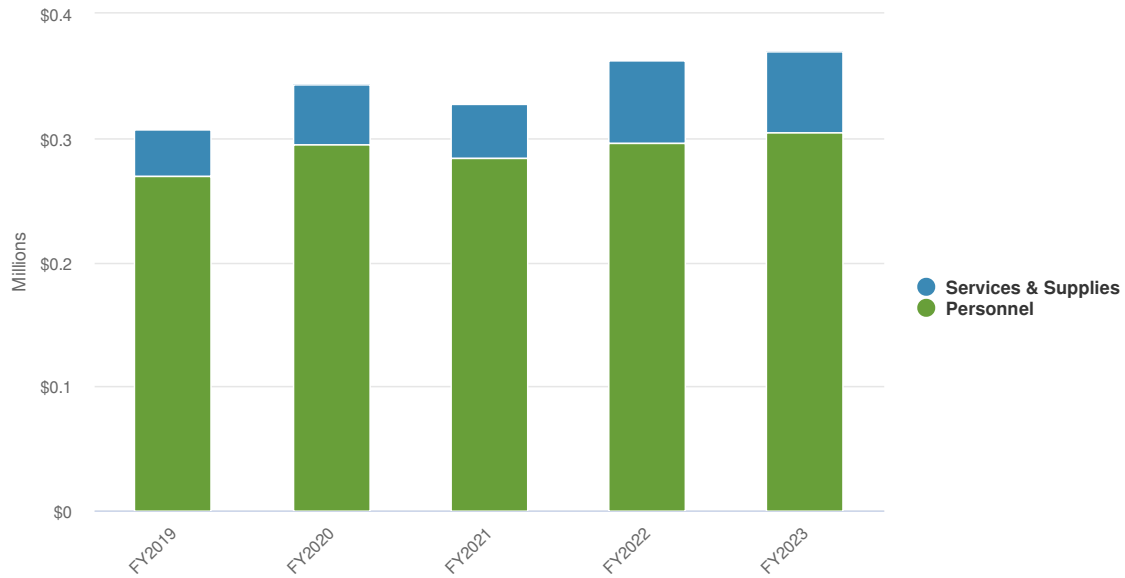


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
General Government							
CITY CLERK	01101-51032	\$70,061	\$73,239	\$75,825	\$81,511	\$5,686	7.5%
ASSISTANT CITY CLERK	01101-51037	\$51,177	\$41,832	\$43,627	\$45,499	\$1,872	4.3%
HEAD CLERK	01101-51085	\$38,303	\$42,046	\$39,706	\$40,301	\$595	1.5%
ASST CLERK REGISTRARS	01101-51101	\$34,534	\$33,174	\$39,367	\$40,332	\$965	2.5%
ELECTION OFFICERS	01101-51113	\$37,784	\$25,062	\$22,935	\$24,696	\$1,761	7.7%
SECRETARY BOARD	01101-51163	\$28,784	\$32,293	\$33,741	\$35,189	\$1,448	4.3%
SR CLERK TYPIST	01101-51177	\$30,508	\$33,435	\$37,609	\$34,247	-\$3,362	-8.9%
ELECTION CUSTODIANS	01101-51215	\$3,946	\$2,413	\$2,800	\$2,800	\$0	0%
Total General Government:		\$295,098	\$283,493	\$295,610	\$304,575	\$8,965	3%
Total Personnel:		\$295,098	\$283,493	\$295,610	\$304,575	\$8,965	3%
Services & Supplies							
General Government							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
OFFICE EQUIPMENT MAINTENANCE	01101-52404	\$3,298	\$6,938	\$7,172	\$6,775	-\$397	-5.5%
ELECTION PROGRAMMING	01101-52407	\$7,427	\$2,082	\$9,000	\$6,000	-\$3,000	-33.3%
RENTAL EXPENSE	01101-52700	\$785	\$391	\$700	\$500	-\$200	-28.6%
EDUCATION & TRAINING	01101-53018	\$546	\$665	\$600	\$800	\$200	33.3%
ADVERTISING/MARKETING	01101-53408	\$812	\$2,183	\$2,000	\$2,500	\$500	25%
CITY CODE UPDATES	01101-53414	\$3,525	\$4,989	\$8,000	\$8,000	\$0	0%
RECORDS PRESERVATION	01101-53605	\$455	\$1,602	\$2,000	\$6,000	\$4,000	200%
SUPPLIES	01101-54227	\$16,645	\$8,554	\$23,000	\$16,500	-\$6,500	-28.3%
CENSUS SUPPLIES	01101-54228	\$14,225	\$17,140	\$15,000	\$18,000	\$3,000	20%
Total General Government:		\$47,718	\$44,543	\$67,472	\$65,075	-\$2,397	-3.6%
Total Services & Supplies:		\$47,718	\$44,543	\$67,472	\$65,075	-\$2,397	-3.6%
Total Expense Objects:		\$342,815	\$328,037	\$363,082	\$369,650	\$6,568	1.8%



Line Item Description

Line Item Summary

Personnel

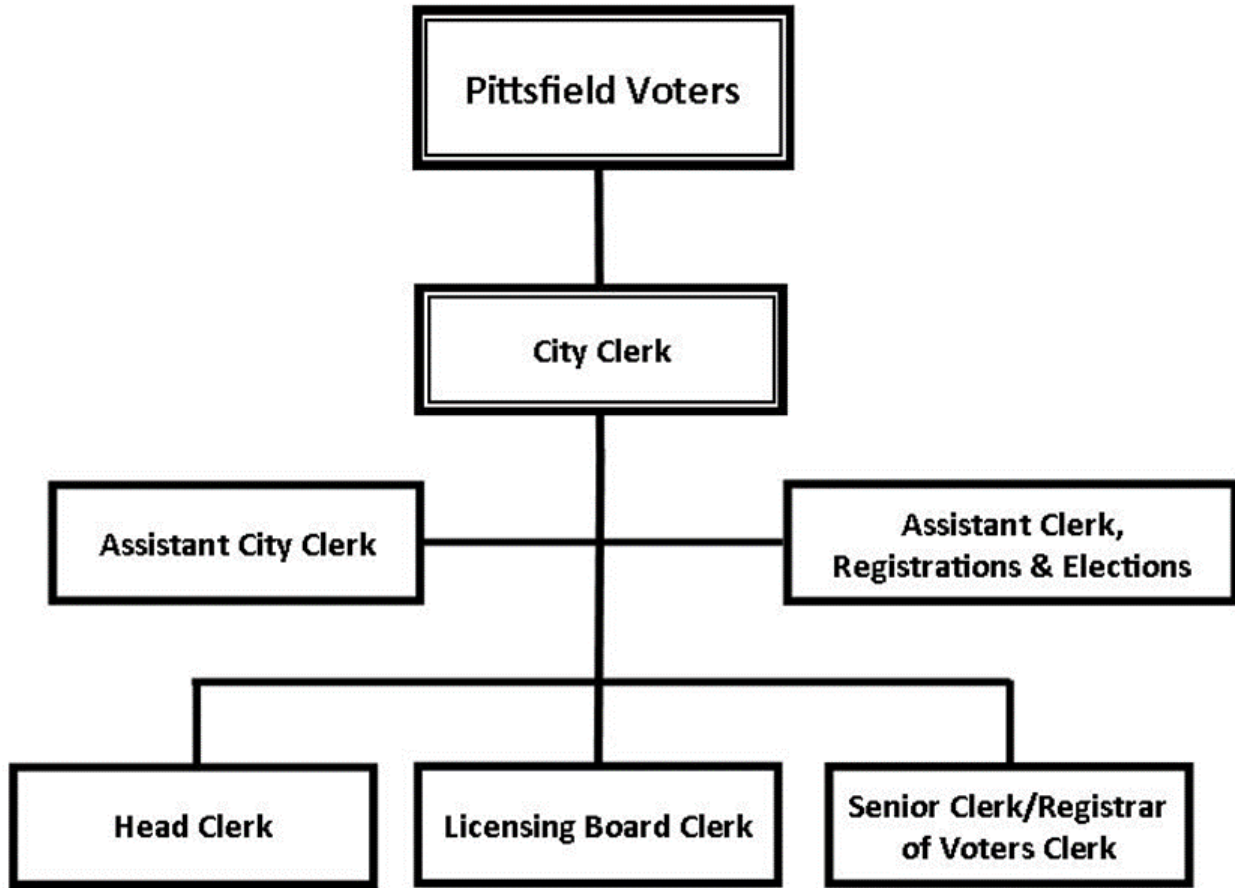
<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51032	City Clerk	Salary account for the City Clerk
51037	Assistant City Clerk	Salary account for the Assistant City Clerk
51085	Head Clerk	Salary account for the Head Clerk
51101	Assistant Clerk Registrar	Salary account for the Assistant Clerk, Registrations & Elections
51113	Election Officers	Salary account for election officers
51163	Secretary Board	Salary account for the Licensing Board Clerk
51177	Senior Clerk Typist	Salary account for the Senior Clerk Typist
51215	Election Custodians	Salary account for the custodians utilized on Election Day

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
52404	Office Equipment Maintenance	Copier lease agreement; cash register and time stamp repair/maintenance; voting machine maintenance; printer maintenance
52407	Election Programming	Programming of the memory cards for voting machines
52700	Rental Expense	Rentals for moving trucks for distribution and pick up of election materials to the polling places
53018	Education & Training	Annual membership dues to Clerks' Associations and for professional development seminars
53408	Advertising/Marketing	Publication of legal ads and subscriptions to publications
53414	City Code Updates	Periodic updates to the City Code (electronic and paper)
53605	Records Preservation	Archival supplies including books and sleeves for vital records; binding and binding repair
54227	Supplies	All supplies for the City Clerk, Register of Voters and Licensing Board such as security paper for vital records and Licensing Board, copy paper, letterhead, envelopes, printer supplies, election supplies and all other office supplies necessary; Westlaw access/updates
54228	Census Supplies	Printing and postage of census forms as well as non-respondent confirmation cards



Organizational Chart



Goal #1 Adding 1-day licenses to Permit-Eyes

Objective: Special Event applications are online and several need a one day alcohol or entertainment. This will allow them to complete the entire process online

Performance Measure: The Licensing Board Clerk will approve all applications when signed off by all departments. All clerks will be cross-trained in the event of her absence.

Mayoral Focus Area: Embrace Technology

Goal #2 Purchasing a program to modernize Public Records Requests

Objective: Moving all Public Records Request online to provide accuracy and timing to ensure that departments do not miss deadlines.

Performance Measure: Train the Assistant Clerk to process in the absence of the Clerk.



Mayoral Focus Area: Embrace Technology

Goal #3 Contract with a transcription service for Coty Council Meeting minutes

Objective: Improve accuracy and timing for all city council meeting minutes for approval at the next council meeting.

Performance Measure: I will review to ensure accuracy.

Mayoral Focus Area: Embrace Technology



City Council

Peter Marchetti

President

Mission Statement

The mission of the City Council is to exercise the legislative powers of the City of Pittsfield to provide for the performance of all duties and obligations imposed upon the City by law.

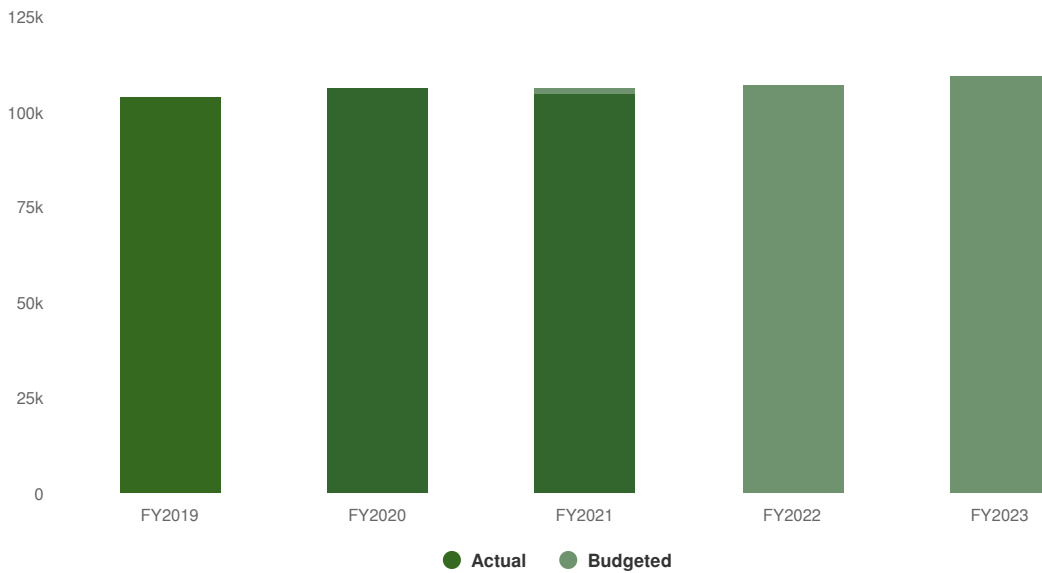
Department Description

An eleven-member City Council consisting of four Councilors at large and one Councilor from each of the seven wards in the City, elected by the voters of the City of Pittsfield for a two-year term.

Expenditures Summary

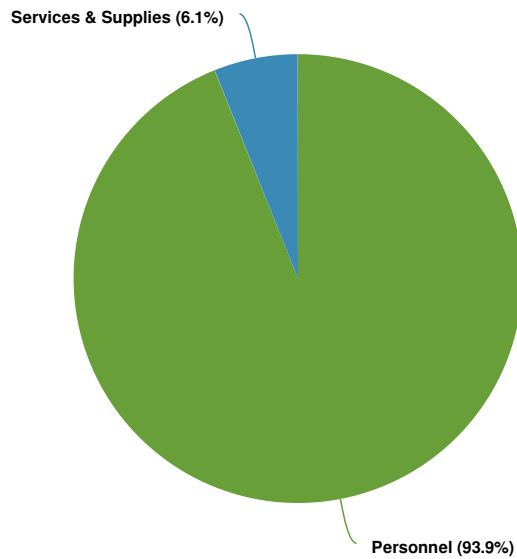
\$109,262 **\$2,200**
(2.05% vs. prior year)

City Council Proposed and Historical Budget vs. Actual

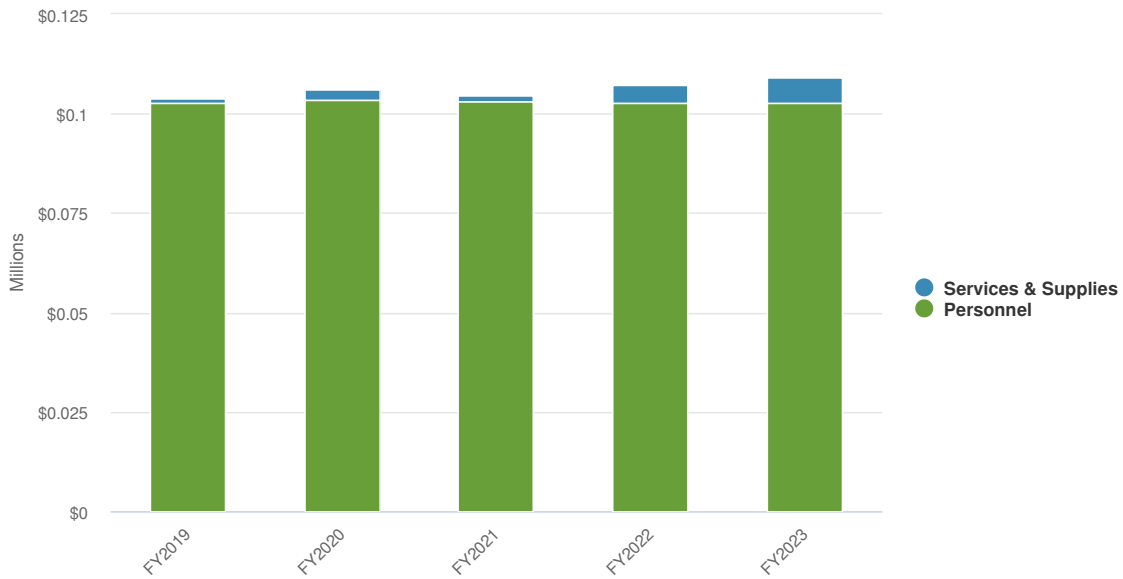


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
General Government							
COUNCILORS	01012-51184	\$90,694	\$90,348	\$90,002	\$90,002	\$0	0%
CLERK OF CITY COUNCIL	01012-51185	\$4,000	\$4,000	\$4,000	\$4,000	\$0	0%
CLERK OF COMMITTEES #2	01012-51191	\$8,640	\$8,640	\$8,640	\$8,640	\$0	0%
Total General Government:		\$103,334	\$102,988	\$102,642	\$102,642	\$0	0%
Total Personnel:		\$103,334	\$102,988	\$102,642	\$102,642	\$0	0%
Services & Supplies							
General Government							
EDUCATION & TRAINING	01012-53018	\$1,715	\$0	\$2,420	\$4,620	\$2,200	90.9%
ADVERTISING/MARKETING	01012-53408	\$965	\$1,730	\$2,000	\$2,000	\$0	0%
Total General Government:		\$2,680	\$1,730	\$4,420	\$6,620	\$2,200	49.8%
Total Services & Supplies:		\$2,680	\$1,730	\$4,420	\$6,620	\$2,200	49.8%
Total Expense Objects:		\$106,015	\$104,719	\$107,062	\$109,262	\$2,200	2.1%

Line Item Descriptions

Line Item Summary

Personnel

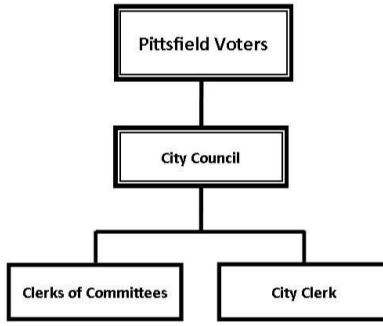
Account	Account Name	Description
51184	Councilors	Yearly stipends for the eleven City Councilors
51185	Clerk of City Council	Yearly stipend for the Clerk of the City Council
51191	Clerk of Committees	Yearly stipends for Clerks of City Council subcommittees

Expenses

Account	Account Name	Description
53018	Education/Training	To fund education/training such as the annual Massachusetts Municipal Association Annual Meeting and other opportunities
53408	Advertising/Marketing	Advertisement of legal notices and printing



Organizational Chart



Department of Community Development

Justine Dodds

Director

Mission Statement

The mission of the Department of Community Development is to enhance the viability of the community as a desirable place in which to live and work through sound urban planning practices; by investing our financial and human resources in parks, recreation programs, open space, conservation, planning and zoning, housing, human services, and economic development activities; and by eliminating conditions of slum and blight that will primarily benefit the residents of the City of Pittsfield.

Department Description

The Department of Community Development is responsible for the following areas of City government: Planning and Zoning; Conservation; Parks, Open Space and Recreation, and Community Development. The Department of Community Development is also responsible for the administration of the City's annual Community Development Block Grant (CDBG) funding. The staff provides support to the Community Development Board, Zoning Board of Appeals, Conservation Commission, Parks Commission, Human Services Advisory Council, Pittsfield Historical Commission, Pittsfield Economic Revitalization Corporation, Westside and Morningside Initiatives, Agricultural Commission, Artscape Committee, Green Commission, and Commission on Disabilities.

New Spending and Programs

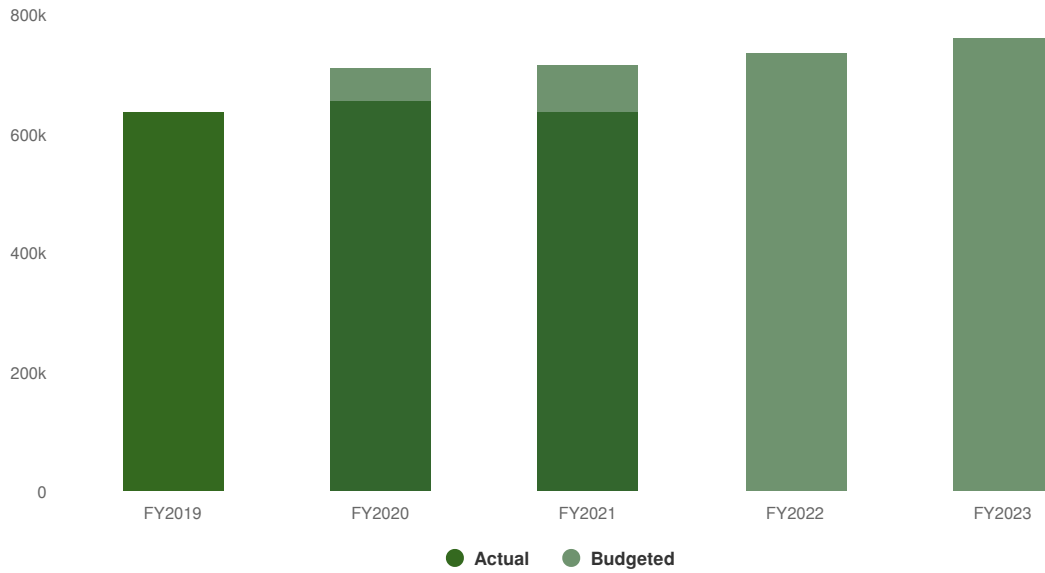
The department will restore its recreational programming in fiscal year 2023, which was shut down due to COVID.

Expenditures Summary

\$758,651 **\$24,260**
(3.30% vs. prior year)

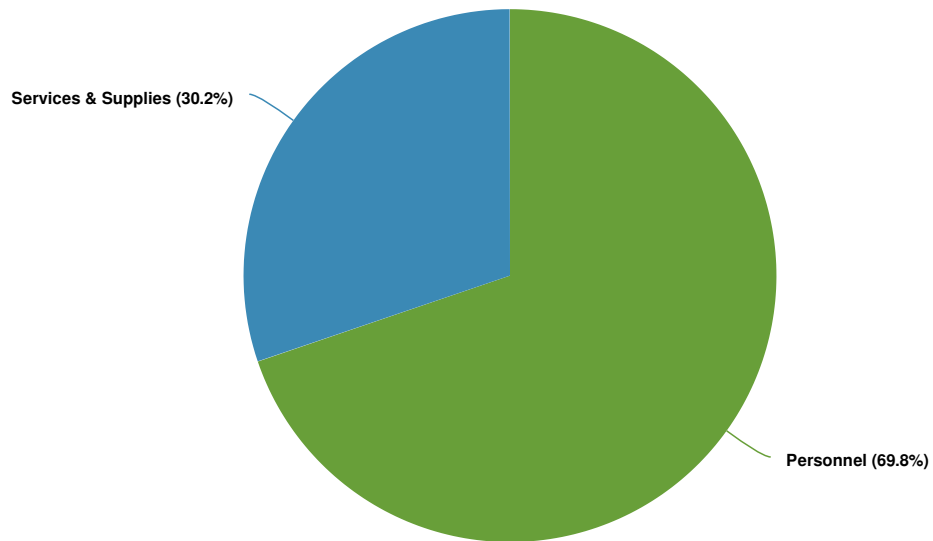


Department of Community Development Proposed and Historical Budget vs. Actual

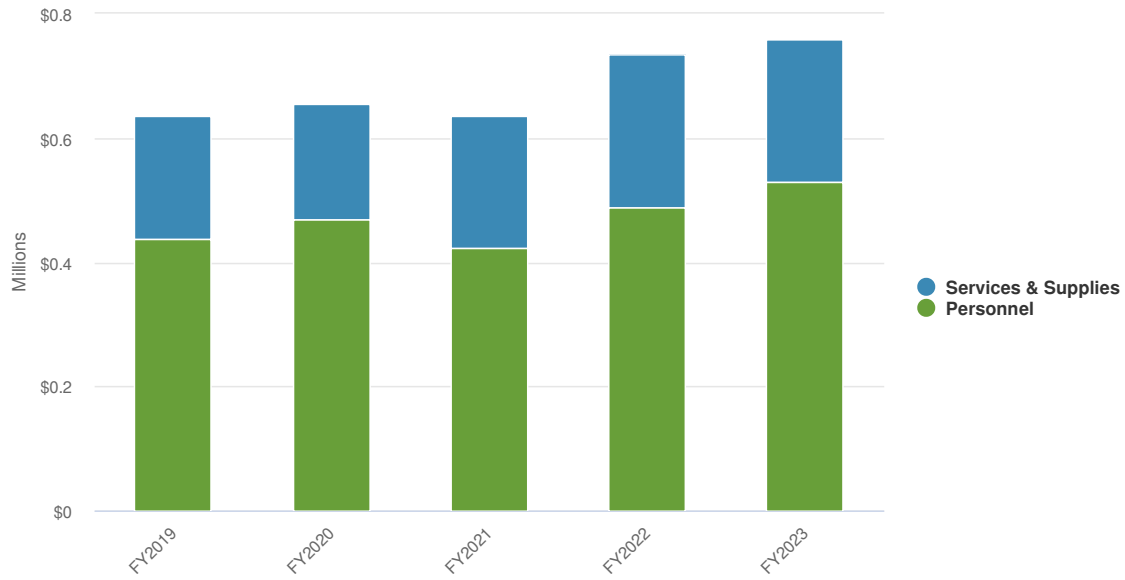


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
General Government							
DIRECTOR COMM DEVELOPMNT	01400-51015	\$46,788	\$44,930	\$50,644	\$50,411	-\$233	-0.5%
PARKS OPN SPACE PLANNER	01400-51020	\$70,306	\$73,505	\$75,727	\$81,406	\$5,679	7.5%
CITY PLANNER	01400-51027	\$65,286	\$68,257	\$70,666	\$75,966	\$5,300	7.5%
CONSERVATION AGENT	01400-51031	\$56,899	\$59,020	\$58,171	\$59,270	\$1,099	1.9%
EXECUTIVE SECRETARY	01400-51110	\$36,385	\$39,291	\$39,273	\$40,505	\$1,232	3.1%
COMMUNITY DEVELOPMENT SPECIALI	01400-51141	\$83,634	\$56,590	\$93,074	\$93,074	\$0	0%
ADMINISTRATIVE ASST	01400-51151	\$6,109	\$3,117	\$6,722	\$6,742	\$20	0.3%
RECREATION COORDINATOR	01400-51153	\$44,390	\$46,533	\$48,441	\$49,773	\$1,332	2.7%
BUSINESS DEVELOPMENT MANAGER	01400-51160	\$25,563	\$26,726	\$32,778	\$33,270	\$492	1.5%
PLAYGROUND LEADERS	01400-51180	\$16,120	\$0	\$2,000	\$24,000	\$22,000	1,100%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
SEASONAL LABOR	01400-51201	\$18,048	\$5,317	\$10,000	\$15,000	\$5,000	50%
Total General Government:		\$469,527	\$423,285	\$487,496	\$529,417	\$41,921	8.6%
Total Personnel:		\$469,527	\$423,285	\$487,496	\$529,417	\$41,921	8.6%
Services & Supplies							
General Government							
HUMAN SERVICES	01400-53038	\$62,305	\$81,292	\$71,750	\$71,750	\$0	0%
LAND USE AND ZONING	01400-53096	\$2,000	\$0	\$2,000	\$2,000	\$0	0%
ADVERTISING/MARKETING	01400-53408	\$0	\$0	\$2,500	\$2,500	\$0	0%
RECREATIONAL	01400-53500	\$4,789	\$2,199	\$7,500	\$7,500	\$0	0%
LAKE MANAGEMENT	01400-53806	\$38,361	\$55,777	\$60,000	\$60,000	\$0	0%
SUPPLIES	01400-54227	\$5,541	\$5,735	\$7,500	\$9,000	\$1,500	20%
BRPA ASSESSMENT	01400-56902	\$35,645	\$35,645	\$35,645	\$36,484	\$839	2.4%
DOWNTOWN INC	01400-57813	\$36,830	\$26,752	\$35,000	\$35,000	\$0	0%
PLANNING STUDIES	01400-57836	\$171	\$5,000	\$25,000	\$5,000	-\$20,000	-80%
Total General Government:		\$185,642	\$212,401	\$246,895	\$229,234	-\$17,661	-7.2%
Total Services & Supplies:		\$185,642	\$212,401	\$246,895	\$229,234	-\$17,661	-7.2%
Total Expense Objects:		\$655,169	\$635,686	\$734,391	\$758,651	\$24,260	3.3%



Line Item Description

Personnel

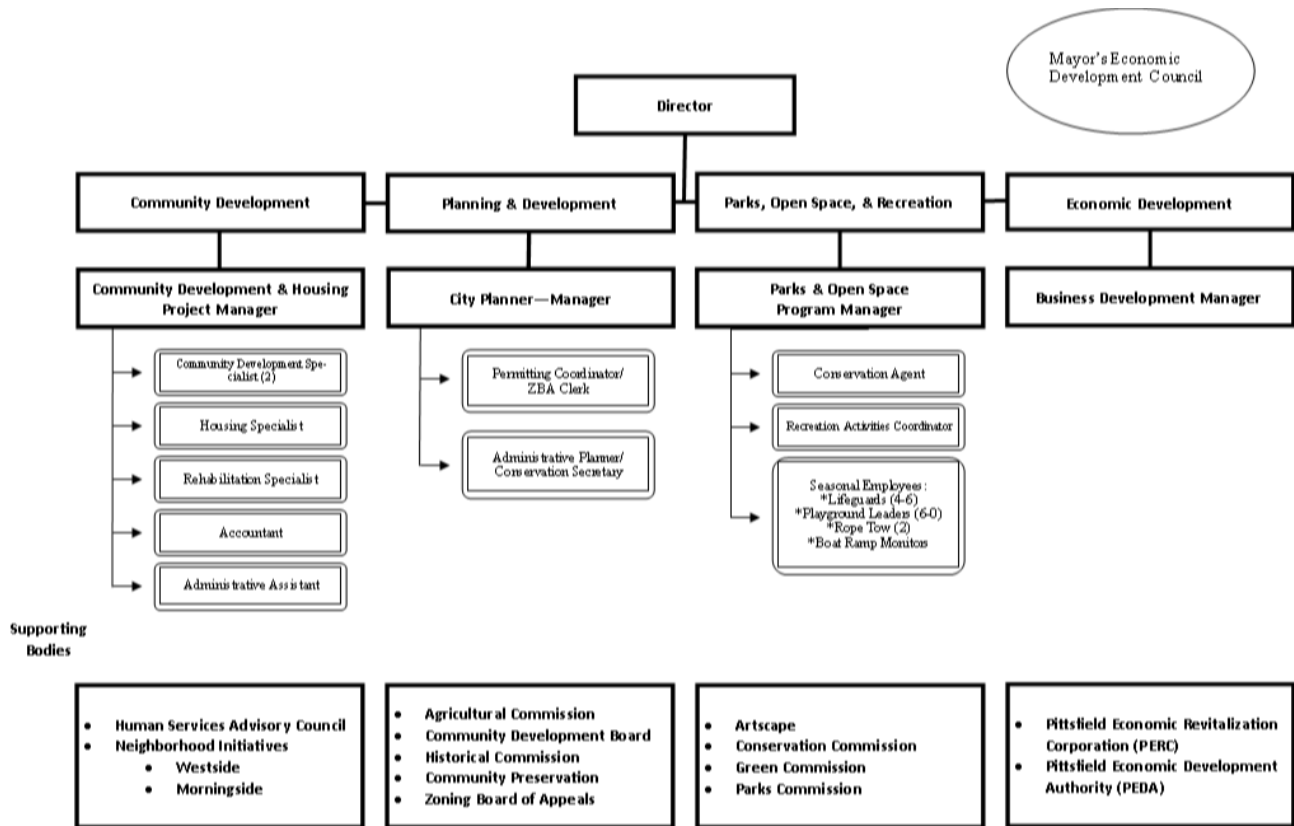
Account	Account Name	Description
51015	Director	Salary account for 50% of the Director of Community Development. The salary for this position is comprised of both City funds and CDBG funds
51020	Parks Open Space Planner	Salary account for the Parks, Open Space and Natural Resource Program Manager
51027	City Planner	Salary account for the City Planner
51031	Conservation Agent	Salary account for the Conservation Agent
51110	Administrative Coordinator	Salary account for one of two administrative staff in department
51153	Recreation Coordinator	Salary account for the Recreation Coordinator
51160	Business Development Manager	Salary account for the Business Development Manager; cost shared per an Agreement with Pittsfield Economic Development Authority and Pittsfield Economic Revitalization Corporation
51141	Community Development Specialists	Partial salary of two positions that are the equivalent of 1.6 full time positions. The salaries for these two positions are comprised of both City funds and CDBG funds
51151	Administrative Assistant	Salary account for 20% of the Administrative Assistant. The salary for this position is comprised of both City funds and CDBG funds
51180	Playground Leaders	Salary account for one Playground Supervisor and six Playground Leaders. For fiscal year 2022 the summer playground program will be suspended due to continuing pandemic restrictions
51201	Seasonal Labor	Salary account for one Beach Master, two Lifeguards, and four Boat Ramp Monitors; beach and boat ramp to be staffed five days per week (Wednesday-Sunday) beach/lifeguard activities will be suspended for fiscal year 2022 due to continuing pandemic restrictions.

Expenses

Account	Account Name	Description
53038	Human Services	Provides grants to human service agencies and \$15,000 in funding for the community gardener that oversees seven gardens;
53096	Land Use and Zoning	Berkshire Regional Planning Commission administration costs associated with providing assistance to the City in administering its Environmental Protection Agency grant awards.
53806	Lake Management	Funds the lake management activities for the two great ponds (Pontossuc and Onota)in Pittsfield which includes controlling invasive aquatic vegetation and the prevention of the introduction of zebra mussels.
54227	Supplies	Purchase of half of the cost of supplies for the department, including copy paper and general office supplies; increase reflects additional cell phone and supply costs for Business Development Manager. The other half is paid for with CDBG funds.
53500	Recreation Programs	Costs associated with the City's sixteen annual recreational programs including but not limited to the Community Bike Ride, Park Square Christmas Tree Lighting, Sticks for Kids, Outdoor Movies, the Egg Scramble, etc.
57813	Downtown Pittsfield, Inc.	Provides funding for Downtown Pittsfield, Inc. to help maintain a vibrant and active downtown;
57836	Planning Studies	Costs associated with addressing planning issues in the City and pursuing grant funds for other planning projects as they become available.
56902	Berkshire Regional Planning Assessment	Annual community assessment funds charged by Berkshire Regional Planning Commission (BRPC)



Organizational Chart



Goal #1: Evolve the Department's Community Engagement Process to respond to changing needs of residents and new tools that can facilitate a more meaningful involvement

Objective: Continue to explore ways to involve community led initiatives using new technology that meets residents where they are (such as was illustrated with the CDBG virtual community engagement meeting)

Performance Measure: More participation in public input and public hearings

Goal #2: Improve the Departments communication to the public to highlight accomplishments and demonstrate how community feedback has been integrated into policy and projects

Objective: Staff will assess the ways in which the Department interacts with the public and how those interactions can be positive, responsive to a diverse population and inclusive. We will also identify barriers in our existing operations in public interactions with City Boards and Commissions that the Department provides support and in our application process for services (for example special events, recreation programs or housing applications).

Performance Measure: Accomplishments will be routinely reported to Boards and Commissions, resident groups, nonprofit agencies and businesses that DCD engages with. Applications for services will be adapted if necessary and the results routinely monitored for progress.

Goal #3: Improve the quality of life for Pittsfield residents and create an environment in which they can thrive

Objective: Continue to focus on the core programs and services that have demonstrated success such as parks programming and improvements, housing rehab and demolition and capacity building for small businesses. We will also look for new ways and innovative ideas to continue this work.

Performance Measure: Projected goals as described in the CDBG Annual Plan will be met, recreation programs will be well attended; City parks will be utilized for diverse events and programming; and capital projects will meet their projected goals. In addition a variety of housing programs and services will be underway with City ARPA funds. DCD will continue to explore other new funding opportunities through State, Federal and other sources throughout the year.



Council on Aging

Jim Clark

Director

Mission Statement

The mission of the Council on Aging is to enrich and maintain quality of life for each senior in our community. The purpose of the Pittsfield Council on Aging is to identify the needs of elders; design, promote, and implement services that fulfill elder needs; and inform and educate our community on pertinent senior issues and enlist support of area organizations to address elder needs.

Department Description

The Pittsfield Council on Aging is the citizens' advisory board for the Ralph J. Froio Senior Center. The Pittsfield Senior Center is multifaceted and fulfills all of the mandates put forth by the Massachusetts Council on Aging (MCOA). The Center provides information, referral, and outreach to the community, transportation, health, fitness and wellness programs, nutrition programs, individual peer support, group support, recreation, volunteer development, supportive day respite and intergenerational opportunities.

The Pittsfield Council on Aging was created by the City Council in 1956 under Massachusetts General Laws. The Council on Aging is funded primarily by City appropriations and it is also eligible for federal and state grants. The Council on Aging meets on the third Wednesday of each month. Meetings are open to the public.

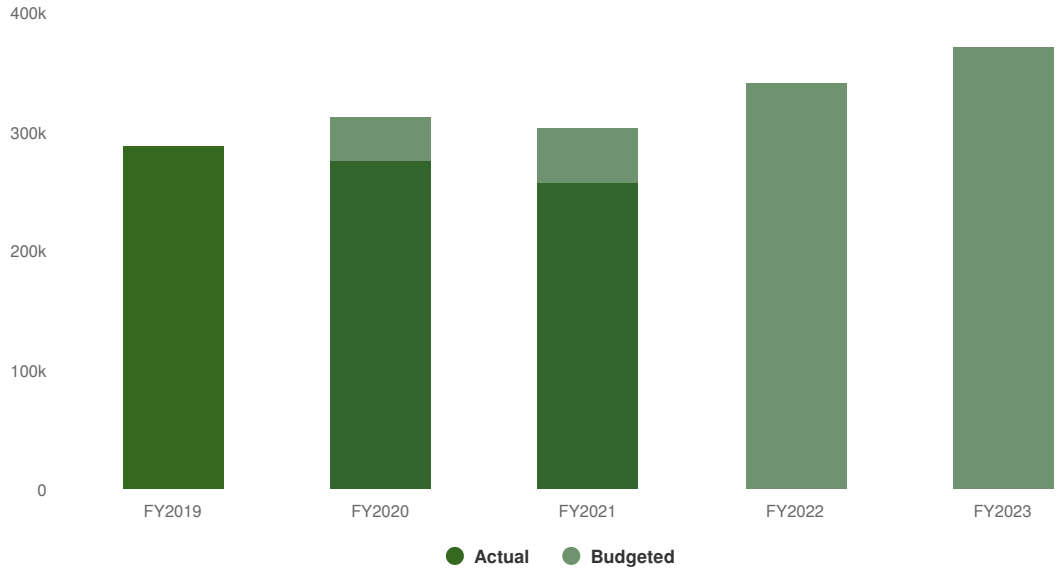
New Spending and Programs

There is no new programming for the Council on Aging for fiscal year 2023.

Expenditures Summary

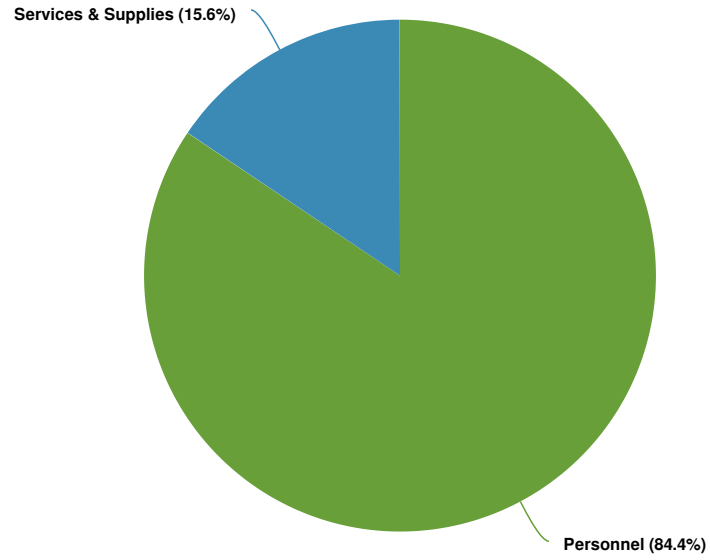
\$371,055 **\$29,855**
(8.75% vs. prior year)

Council on Aging Proposed and Historical Budget vs. Actual

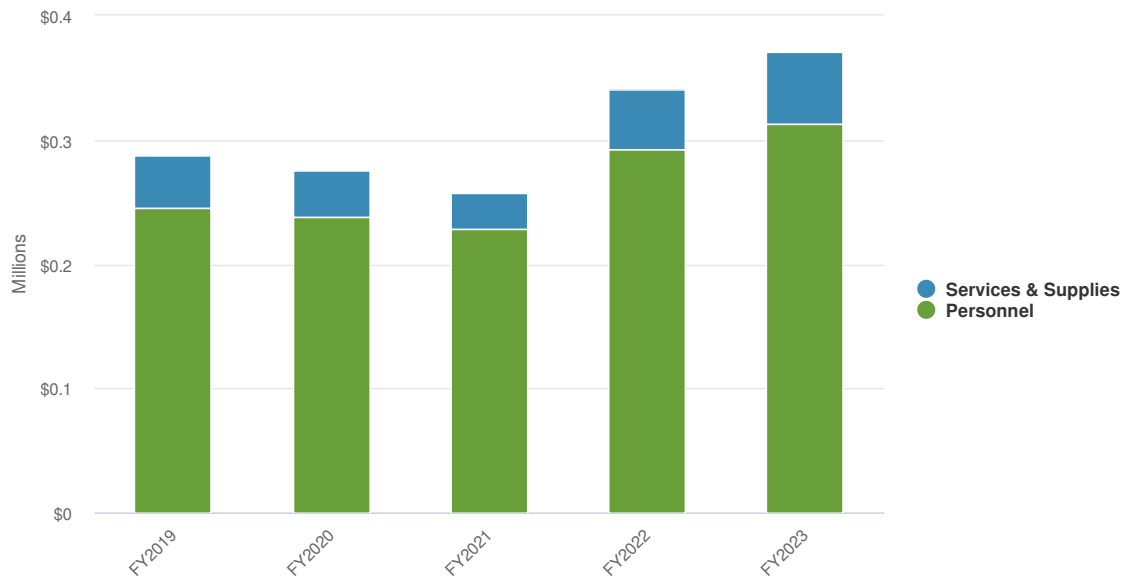


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
Human Services							
DIRECTOR	01154-51022	\$59,349	\$62,049	\$64,240	\$69,057	\$4,817	7.5%
SENIOR CLERK TYPIST	01154-51177	\$34,005	\$34,383	\$34,898	\$34,115	-\$783	-2.2%
ADMINISTRATIVE ASSISTANT	01154-51180	\$27,917	\$28,931	\$34,895	\$37,513	\$2,618	7.5%
KITCHEN COORDINATOR	01154-51192	\$15,345	\$0	\$15,600	\$18,093	\$2,493	16%
SOC SERV TECH/CUSTODIAN	01154-51195	\$27,942	\$29,380	\$30,640	\$36,876	\$6,236	20.4%
SOC SRV TECH/CUST-2 P/T	01154-51197	\$26,362	\$20,152	\$34,546	\$38,090	\$3,544	10.3%
PROGRAM ASSISTANT	01154-51198	\$34,435	\$35,222	\$39,463	\$41,181	\$1,718	4.4%
ACTIVITIES LEADERS (P/T)	01154-51199	\$12,468	\$14,862	\$33,218	\$33,330	\$112	0.3%
TEMPORARY LABOR	01154-51205	\$0	\$3,506	\$5,000	\$5,000	\$0	0%
Total Human Services:		\$237,823	\$228,486	\$292,500	\$313,255	\$20,755	7.1%
Total Personnel:		\$237,823	\$228,486	\$292,500	\$313,255	\$20,755	7.1%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Services & Supplies							
Human Services							
OFFICE EQUIPMENT MAINTENANCE	01154-52404	\$3,674	\$3,208	\$6,300	\$7,656	\$1,356	21.5%
PRINTING	01154-53410	\$320	\$0	\$1,000	\$1,179	\$179	17.9%
SUPPLIES	01154-54227	\$1,702	\$1,203	\$2,500	\$2,948	\$448	17.9%
BUILDING MAINTENANCE SUPPLIES	01154-54300	\$13,779	\$11,923	\$15,000	\$17,691	\$2,691	17.9%
PROGRAM EXPENSE	01154-57700	\$17,803	\$11,999	\$23,900	\$28,325	\$4,425	18.5%
Total Human Services:		\$37,278	\$28,333	\$48,700	\$57,800	\$9,100	18.7%
Total Services & Supplies:		\$37,278	\$28,333	\$48,700	\$57,800	\$9,100	18.7%
Total Expense Objects:		\$275,101	\$256,819	\$341,200	\$371,055	\$29,855	8.8%

Line Item Description

Personnel

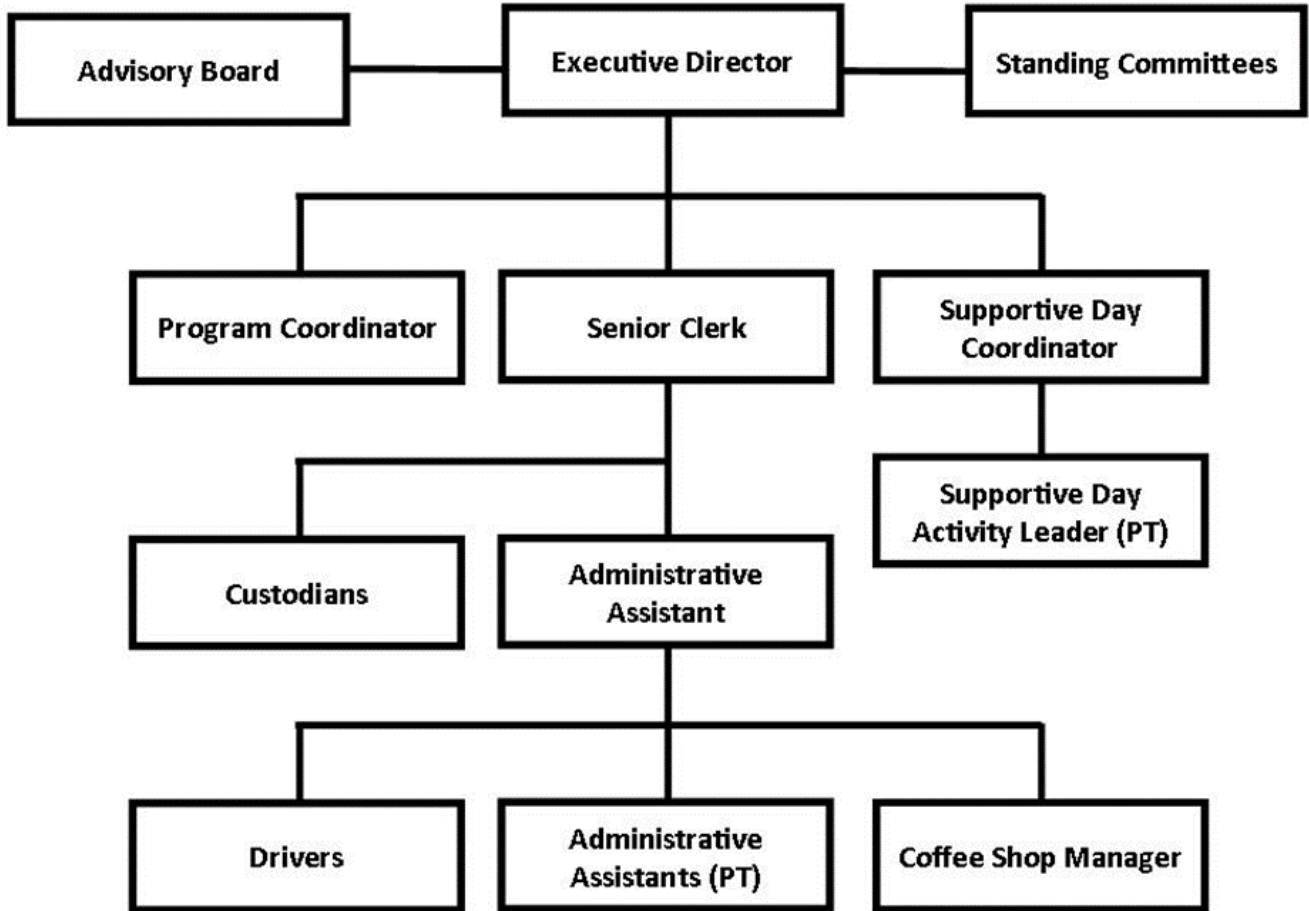
Account	Account Name	Description
51022	Director	Salary account for Director
51177	Senior Clerk Typist	Salary account for the Senior Clerk Typist
51180	Administrative Assistant	Salary account for the Administrative Assistant
51195	Social Service Tech/Custodian	Salary account for the Social Service Tech/Custodian
51197	Social Service Custodians	Salary account for two part-time Social Service Tech/Custodians
51198	Program Assistant	Salary account for the Program Assistant
51199	Activities Leaders	Salary account for part-time Activities Leaders
51192	Kitchen Coordinator	Salary account for the Kitchen Coordinator
51205	Temporary Labor	Salary account for Temporary Labor

Expenses

Account	Account Name	Description
52404	Equipment Maintenance	Copier expense, cell phones, and miscellaneous expenses
52900	Building Maintenance Service	Cleaning and hardware supplies, paper goods, and waste removal
53410	Printing	Brochures, letterhead, parking stickers, and copier toner
54227	Supplies	Office supplies and paper products
57700	Program Expense	Groceries, coffee, game and program supplies, party decorations, trinkets, entertainment for senior events, and subsidy for discount fitness programs at the YMCA



Organizational Chart



Goal #1: Increase usage of the Senior Center with more classes targeting the mind and body

Objective: Provide increased programming for active adults as well as for those that are more frail.

Performance Measure: Increased participation in programming as measured by data in "My Senior Center"

Goal #2: Develop a mentoring program for new volunteers

Objective: Create new opportunities to involve volunteers in planning and Implementing programs and activities.

Performance Measure: A increase in the number of volunteers both by count and by number of hours measured in "My Senior Center:"

Goal #3: Market and promote a positive, active image of the Senior Center within the community

Objective: Enhance the image of the Senior Center and positive aging.



Performance Measure: Increase in the number of "Likes" and hits on Facebook and increase in new users of the Center



Office of Cultural Development

Jen Glockner

Director

Mission Statement

The mission of the Office of Cultural Development is to serve as the City's first point of contact for artists, cultural organizations, event organizers, and creative businesses in Pittsfield and to support, promote, and initiate cultural activity in Pittsfield to benefit our citizens, our quality of life and our local economy.

Department Description

The Office of Cultural Development operates the Lichtenstein Center for the Arts in downtown Pittsfield's Upstreet Cultural District. The Lichtenstein Center for the Arts features a gallery/performance space featuring changing exhibitions, classes, meetings and performances; a ceramic studio; a dark room; and nine working artist studios. The Office organizes the 3rd Thursday Street Festival and the 10x10 Upstreet Arts Festival and collaborates with organizations to bring arts and culture to Pittsfield.

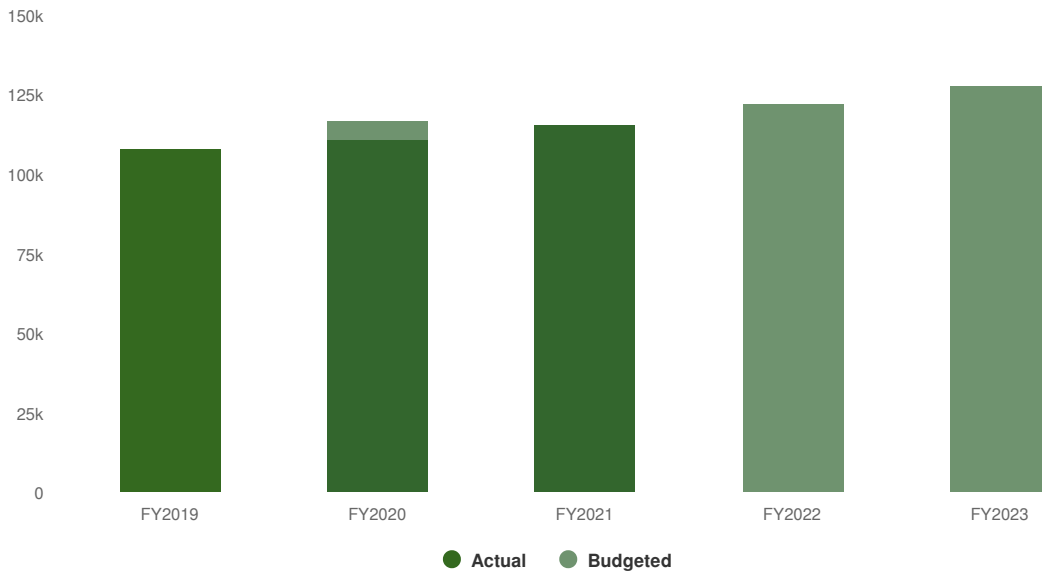
New Spending and Programs

There are now new spending or programs to be funded by the General Fund. Any new initiative/programs will be funded through grants and local sponsorships.

Expenditures Summary

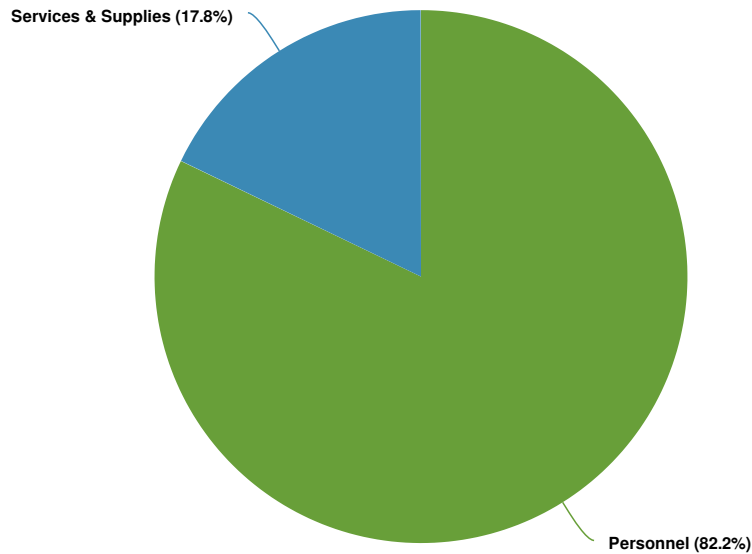
\$127,806 **\$5,731**
(4.69% vs. prior year)

Office of Cultural Development Proposed and Historical Budget vs. Actual

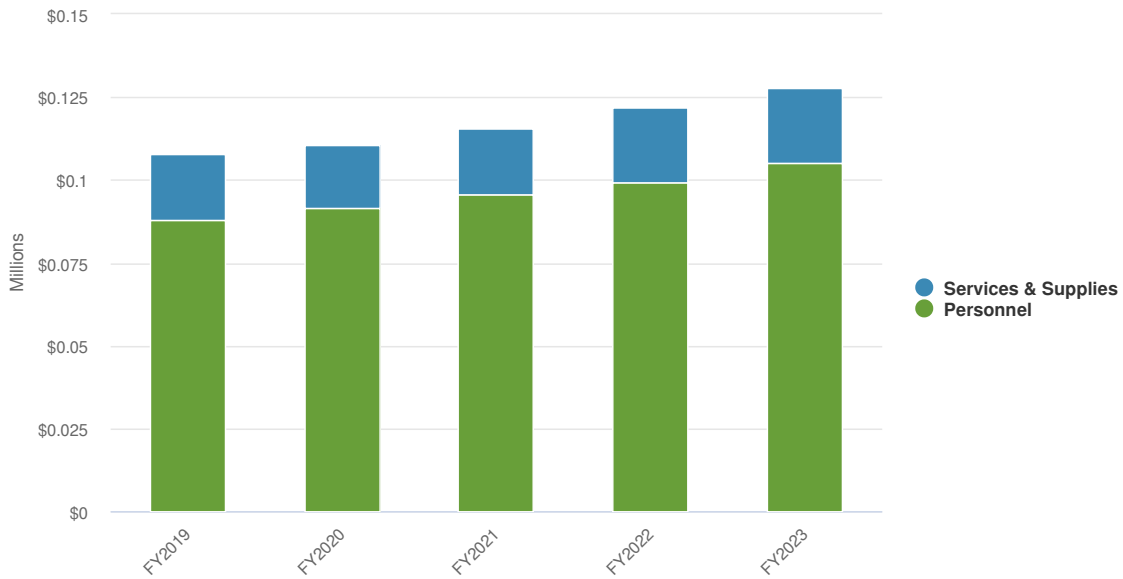


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Personnel							
Culture and Recreation							
DIRECTOR CULTRL DVLPMNT	01251-51009	\$57,901	\$60,536	\$62,673	\$67,373	\$4,700	7.5%
ADMIN ASSISTANT	01251-51050	\$33,781	\$35,096	\$36,602	\$37,633	\$1,031	2.8%
Total Culture and Recreation:		\$91,682	\$95,632	\$99,275	\$105,006	\$5,731	5.8%
Total Personnel:		\$91,682	\$95,632	\$99,275	\$105,006	\$5,731	5.8%
Services & Supplies							
Culture and Recreation							
CONTRACTUAL SERVICES	01251-52000	\$2,700	\$3,458	\$4,000	\$4,000	\$0	0%
TELEPHONE	01251-52300	\$487	\$498	\$800	\$800	\$0	0%
TOURISM EXPENSES	01251-53804	\$14,147	\$14,944	\$14,000	\$14,000	\$0	0%
SUPPLIES	01251-54227	\$1,525	\$1,070	\$3,000	\$3,000	\$0	0%
TRAVEL	01251-57100	\$100	\$0	\$1,000	\$1,000	\$0	0%
Total Culture and Recreation:		\$18,958	\$19,969	\$22,800	\$22,800	\$0	0%
Total Services & Supplies:		\$18,958	\$19,969	\$22,800	\$22,800	\$0	0%
Total Expense Objects:		\$110,640	\$115,601	\$122,075	\$127,806	\$5,731	4.7%



Line Item Description

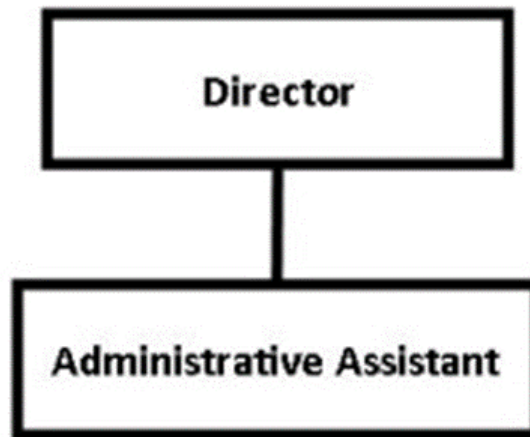
Personnel

Account	Account Name	Description
51009	Director	Salary of the Director
51050	Administrative Assistant	Salary of the Administrative Assistant

Expenses

Account	Account Name	Description
52000	Contractual Services	Cost of contracting out the creation and editing of the weekly Cultural Pittsfield This Week Newsletter, the tuning of the piano at the Lichtenstein Center for the Arts and the installation of the art during certain exhibits at the Lichtenstein Center for the Arts
53804	Tourism	Advertising and marketing the Pittsfield art and culture scene to potential visitors via the Berkshire Visitors Bureau and other publications, the creation, editing and printing of the yearly Pittsfield guide (in collaboration with Downtown Pittsfield, Inc.), the yearly contract with Constant Contact (service used to send out Cultural Pittsfield This Week) and web hosting services
53808	Visitors Center Expense	Marketing of the Visitors Center with signage and supplies for the center
54227	Supplies	General office supplies, toner for the printer, vinyl signs for the monthly art shows at the Lichtenstein Center for the Arts, and supplies from Carr Hardware for the hanging of the art shows at the Lichtenstein Center for the Arts
52300	Telephone	Cell phone for the director
57100	Travel	Travel reimbursements and dues for organizations such as the Berkshire Visitors Bureau, Americans for the Arts and Mass Creative

Organizational Chart



Goal #1 Increase Public Art Displays

Objective: Install the Vietnam Veterans Mural in a new location and install the Black Lives Matter mural, among other projects.

Performance Measure: Installation.



Goal #2 Revitalize 3rd Thursday

Objective: Reevaluate 3rd Thursday and the evolution of its original intentions. Make plans accordingly.

Performance Measure: Post event(s) meeting for feedback.

Goal #3 Looking Beyond Downtown

Objective: Engage with artists and businesses in other areas of Pittsfield for projects and initiatives.

Performance Measure: Regularly scheduled meetings.



Office of Diversity, Equity & Inclusion

Michael Obasahan
Chief Diversity Officer

Mission Statement

The mission of the Office of Diversity, Equity and Inclusion is to advance the principals of diversity, equity and inclusion within city departments as well as the larger community with the goal of creating a safe and inclusive city where all people are empowered to live, work and play while being respected and valued for their unique contributions regardless of race, gender, language, sexual orientation, class or ability.

Department Description

The Office of Diversity, Equity & Inclusion will collaborate with City employees and community stakeholders to advance the City in the areas of recruitment, retention, leadership and career development. In addition, the office will lead the effort to advance cultural dexterity and awareness within the larger community through advocacy, education, collaboration and accountability.

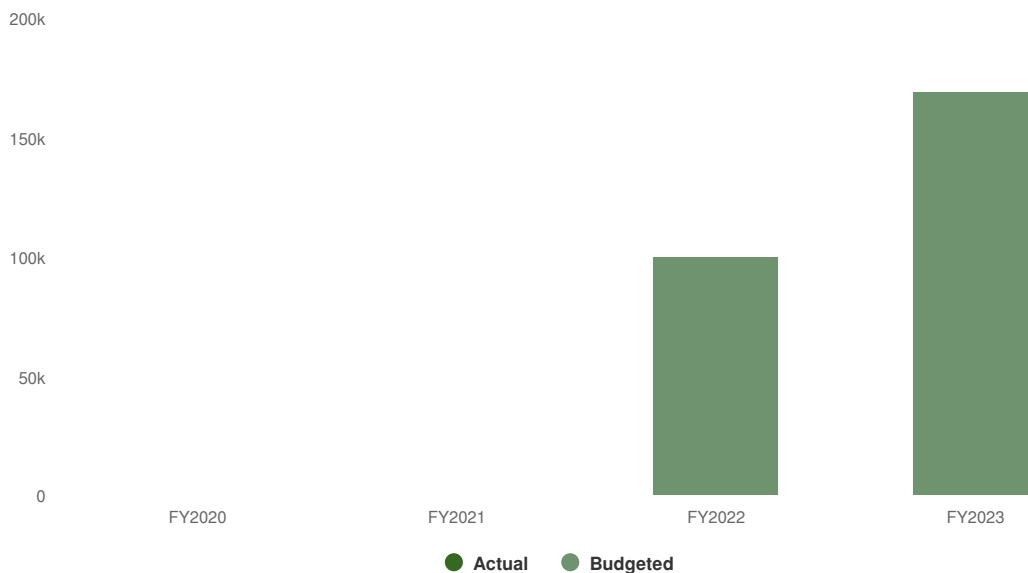
New spending and Programs

This is a new department that continues to develop and evolve, so all of its activities for fiscal year 2023 can be considered new.

Expenditures Summary

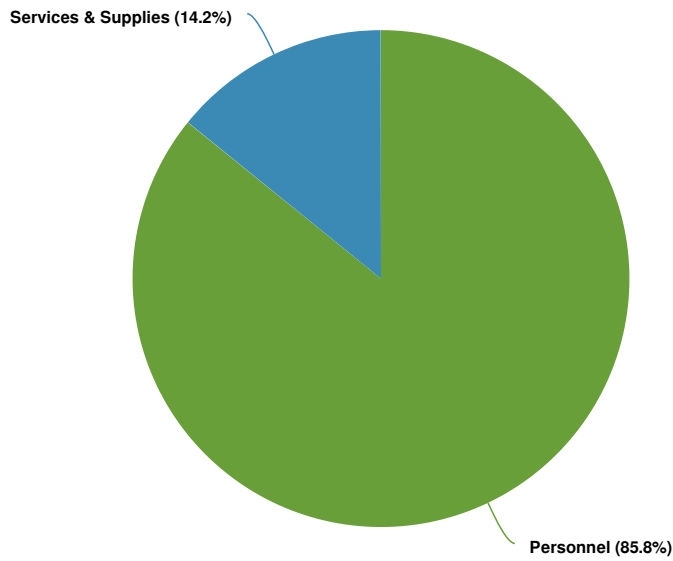
\$169,416 **\$69,656**
(69.82% vs. prior year)

Office of Diversity, Equity & Inclusion Proposed and Historical Budget vs. Actual

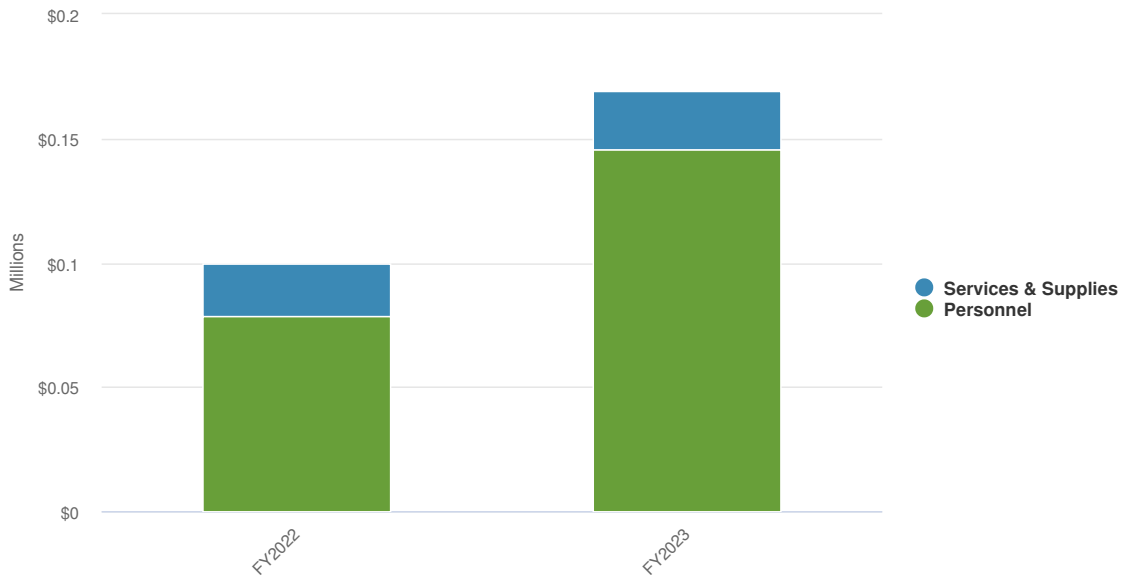


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Personnel							
General Government							
CHIEF DIVERSITY OFFICER	01159-51079	\$0	\$0	\$51,610	\$89,803	\$38,193	74%
DEI ABASSADORS	01159-51117	\$0	\$0	\$8,400	\$8,400	\$0	0%
ADMINISTRATIVE ASSISTANT	01159-51151	\$0	\$0	\$18,250	\$47,213	\$28,963	158.7%
Total General Government:		\$0	\$0	\$78,260	\$145,416	\$67,156	85.8%
Total Personnel:		\$0	\$0	\$78,260	\$145,416	\$67,156	85.8%
Services & Supplies							
General Government							
CONTRACTUAL SERVICES	01159-52000	\$0	\$0	\$10,000	\$10,000	\$0	0%
EDUCATION & TRAINING	01159-53018	\$0	\$0	\$5,000	\$5,000	\$0	0%
RECRUITMENT & RETENTION	01159-53408	\$0	\$0	\$5,000	\$5,000	\$0	0%
SUPPLIES - CITY	01159-54227	\$0	\$0	\$1,000	\$3,000	\$2,000	200%
TRAVEL & DUES	01159-57101	\$0	\$0	\$500	\$1,000	\$500	100%
Total General Government:		\$0	\$0	\$21,500	\$24,000	\$2,500	11.6%
Total Services & Supplies:		\$0	\$0	\$21,500	\$24,000	\$2,500	11.6%
Total Expense Objects:		\$0	\$0	\$99,760	\$169,416	\$69,656	69.8%



Line Item Description

Personnel

Account	Account Name	Description
	Director	Salary of the Director
	Administrative Assistant	Salary of the Administrative Assistant
	DEI Ambassadors	Stipends for employees serving as DEI Ambassadors

Expenses

Account	Account Name	Description
52000	Contractual Services	Cost of contractual services to aid in the development of DEI initiatives and planning activities
53408	Recruitment and Retention	Costs associated with the recruitment and retention of city employees including but not limited to job advertising, participation in career fairs, and other recruitment efforts
53018	Professional Development	Cost to provide training to city employees, elected officials and city board/commission members
54227	Supplies	Cost for general office supplies and equipment
57100	Travel & Dues	Cost of travel expenses and membership dues for professional organizations

Organizational Chart



Goal #1: Build the newly established Department of Diversity, Equity, and Inclusion.

Objective: (1) To fully establish and integrate the department within the City of Pittsfield. The department will development and implement polices, programs, regulations, and initiatives of the City of Pittsfield related to diversity, equity, and inclusion. (2) Add furniture to the DEI space and (3) hire an administrative assistant.

Performance Measure: Work with HR to hire Admin position while also working with the Treasurer's Office to get furniture.

Goal #2: Conduct DEI Assessment with all City Departments

Objective: Meet with city departments and ask pre-developed assessment questions to get a sense of what departments and staff have done, are doing, and would like to do in the future in their work as it relates to DEI. This meeting will also help gauge the knowledge around diversity, equity, inclusion, cultural competency, and language.

Performance Measure: These meetings will inform the development of DEI training that will be offered bi-annually.

Goal #3: Develop and begin to execute DEI Training Curriculum

Objective: The training curriculum will reflect the needs assessment from each city departments. The training will be an intersectional framework that will consist of cultural competency, LGBTQIA+ awareness/language, disability awareness, implicit bias, understanding privilege, and equity vs. equality. The curriculum will change based on department assessments.

Performance Measure: Will be tracking employees' participation through sign ups and attendance

Department of Public Services

Ricardo Morales

Commissioner

Mission Statement

The mission of the Department of Public Services/Utilities is to provide for the repair and maintenance of all City streets, sidewalks, parking lots and related appurtenances, as well as grounds maintenance of parks & playgrounds, public school grounds, and conservation property. The Department manages solid waste/recycling collection and disposal, public parking permit and enforcement, as well as provides Engineering support to all City departments. The Department is responsible for the effective and efficient delivery of utility services for residents, businesses and visitors, including water treatment and distribution as well as sewer collection and treatment.

Department Description

The Department is organized into two major programs – Public Services, which cover General Fund operations, and Public Utilities, which are Enterprise Fund operations. Public Services consists of six divisions: Administration, Engineering, Highway, Traffic, Parks and Grounds, and Fleet Maintenance.

1. The Administration Division oversees and directs all divisions of the Department, manages the contract for solid waste/recycling, permit and meter parking, and water/sewer billing, as well as general operating and capital budgets for the Department.
2. The Engineering Division performs contract administration for road/sidewalk/ utility construction and maintenance projects, permit and site review for construction and demolition work by private contractors, and regulatory compliance for stormwater and landfills.
3. The Highway Division's major activities include street paving work and pothole repairs, as well sidewalk installation and maintenance, street sweeping and stormwater system maintenance.
4. The Traffic Division's responsibilities include compliance inspection of contractor street work, streetlights and traffic signals maintenance, contracted tree work, traffic signs and public parking enforcement.
5. The Parks and Grounds Division is responsible for public green space mowing and maintenance, ballfield preparation and special parks/recreation activities support.
6. The Fleet Maintenance Division maintains all city vehicles and equipment, with the exception of Police and Fire vehicles.

Public Utilities consists of three divisions: Water, Sewer Collection, and Wastewater.

1. The Water Division operates and maintains the City's two water treatment plants, watersheds, and the water distribution system, oversees the security of the watershed lands, conforms to State and Federal drinking water regulations, collects water meter data, and administers the City's cross-connection program.
2. The Sewer Division maintains the sewer collection system.
3. The Wastewater Division operates and maintains the City's wastewater treatment plant, conforms to State and Federal sewer regulations, and administers the City's industrial pretreatment program.



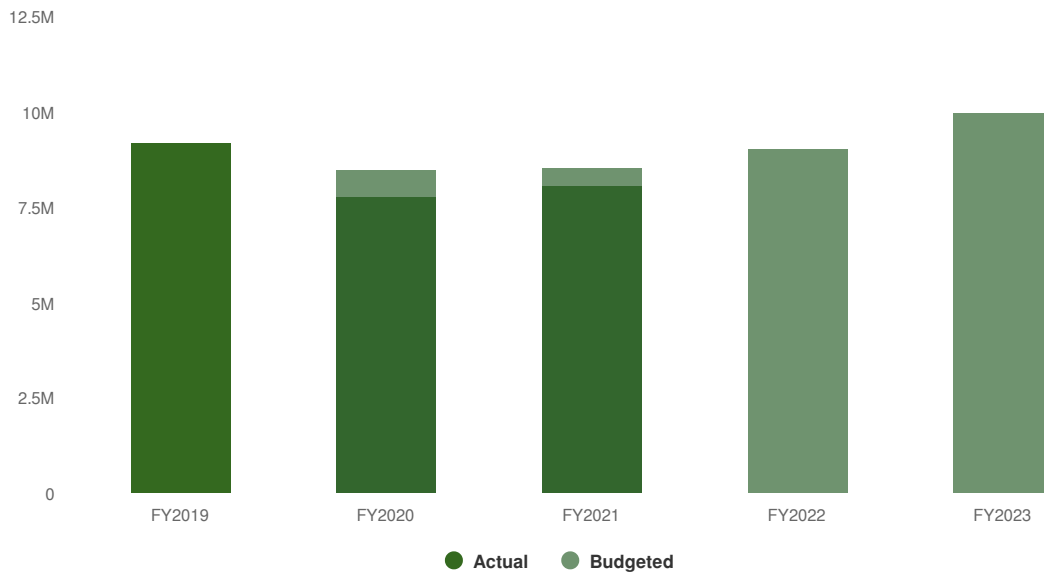
New Spending and Programs

Two additional Park Maintenance positions will be added in fiscal year 2023.

Expenditures Summary

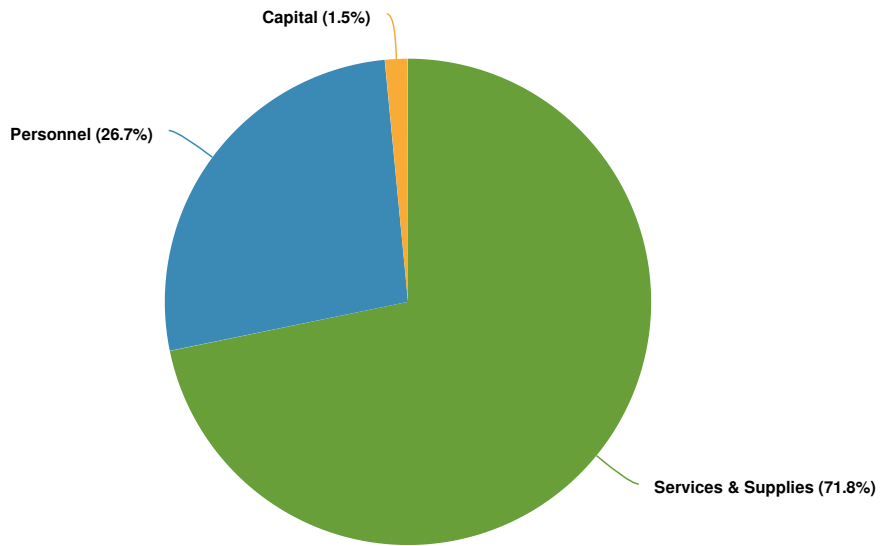
\$9,970,507 **\$919,786**
(10.16% vs. prior year)

Department of Public Services Proposed and Historical Budget vs. Actual

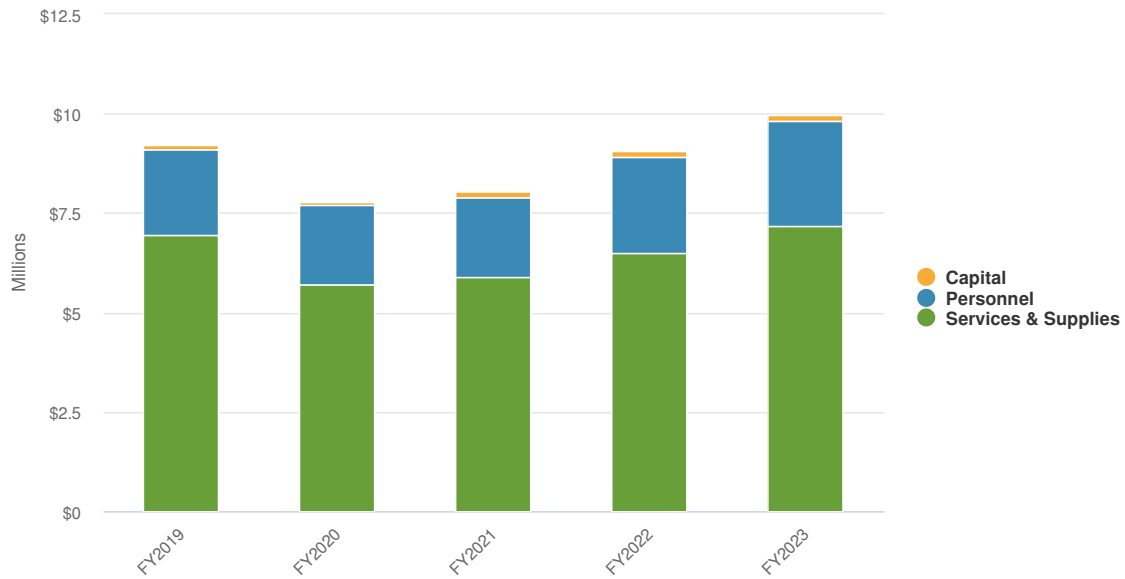


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
Public Works							
COMM OF PUBLIC SERVICES	01211-51008	\$35,461	\$49,424	\$51,794	\$55,702	\$3,908	7.5%
CITY ENGINEER	01211-51040	\$52,342	\$61,962	\$43,235	\$47,407	\$4,172	9.6%
OFFICE MANAGER	01211-51051	\$43,994	\$50,838	\$51,601	\$53,149	\$1,548	3%
SUPERINTENDENT HIGHWAY	01211-51064	\$61,150	\$63,531	\$72,174	\$74,339	\$2,165	3%
TRAFFIC SUPERINTENDENT	01211-51065	\$70,155	\$37,541	\$65,000	\$66,950	\$1,950	3%
HGWY MAINT CRAFTSMAN	01211-51070	\$205,616	\$166,193	\$302,950	\$381,760	\$78,810	26%
PARKING CONTROL OFFICERS	01211-51071	\$51,434	\$64,117	\$75,386	\$77,648	\$2,262	3%
ADMINISTRATIVE ASSISTANT	01211-51081	\$76,261	\$83,743	\$86,088	\$88,671	\$2,583	3%
FLEET MANAGER	01211-51083	\$59,003	\$61,331	\$63,636	\$65,545	\$1,909	3%
WORKING FOREMAN	01211-51087	\$39,869	\$47,807	\$59,305	\$61,084	\$1,779	3%
MOTOR EQUIP REPAIRMAN	01211-51088	\$227,588	\$234,256	\$254,473	\$262,107	\$7,634	3%
BUSINESS MANAGER	01211-51118	\$0	\$0	\$40,000	\$42,251	\$2,251	5.6%
MEO-2	01211-51128	\$49,153	\$51,084	\$54,270	\$55,898	\$1,628	3%
PARKS FOREMAN	01211-51136	\$0	\$0	\$50,000	\$54,000	\$4,000	8%
PARKS LEAD PERSON	01211-51137	\$41,964	\$43,644	\$0	\$0	\$0	0%
PARKS CRAFTSMAN I	01211-51138	\$34,158	\$35,569	\$76,100	\$80,100	\$4,000	5.3%
QUALITY ASSURANCE INSPECTOR	01211-51142	\$0	\$0	\$45,000	\$46,350	\$1,350	3%
CUSTODIAN	01211-51150	\$27,930	\$24,710	\$35,344	\$36,404	\$1,060	3%
PARKING GARAGE MANAGER	01211-51156	\$57,169	\$57,805	\$60,399	\$62,211	\$1,812	3%
TRAFFIC MAINTENANCE PERSON	01211-51157	\$36,811	\$38,319	\$38,024	\$39,165	\$1,141	3%
PARK MAINTENANCE MEN	01211-51158	\$141,985	\$147,892	\$207,494	\$360,000	\$152,506	73.5%
HIGHWAY MAINTENANCE PERSON	01211-51164	\$0	\$0	\$70,000	\$72,100	\$2,100	3%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
PARK MAINT SUPERINTENDENT	01211-51178	\$70,260	\$72,285	\$67,159	\$69,174	\$2,015	3%
EQUIPMENT OPERATORS	01211-51189	\$219,402	\$228,029	\$281,289	\$260,604	-\$20,685	-7.4%
SEASONAL LABOR	01211-51201	\$44,915	\$36,167	\$50,000	\$50,000	\$0	0%
SCHEDULED OVERTIME	01211-51309	\$172,231	\$170,165	\$100,000	\$100,000	\$0	0%
SNOW/ICE OVERTIME	01211-51310	\$157,801	\$176,023	\$100,000	\$100,000	\$0	0%
Total Public Works:		\$1,976,652	\$2,002,436	\$2,400,721	\$2,662,619	\$261,898	10.9%
Total Personnel:		\$1,976,652	\$2,002,436	\$2,400,721	\$2,662,619	\$261,898	10.9%
Services & Supplies							
Public Works							
CONTRACTUAL SERVICES	01211-52000	\$41,896	\$13,384	\$50,000	\$50,000	\$0	0%
TRAFFIC SIGNAL MAINTENANCE	01211-52015	\$141,936	\$135,580	\$150,000	\$130,000	-\$20,000	-13.3%
UTILITIES	01211-52100	\$31,424	\$30,569	\$35,000	\$35,000	\$0	0%
STREET LIGHTING	01211-52101	\$193,749	\$222,423	\$200,000	\$200,000	\$0	0%
MAINTENANCE	01211-52400	\$79,375	\$83,975	\$150,000	\$150,000	\$0	0%
MAINTENANCE OF SCHOOL FIELDS	01211-52402	\$8,320	\$10,355	\$20,000	\$40,000	\$20,000	100%
MAINTENANCE OF PARKS	01211-52406	\$62,597	\$60,111	\$110,000	\$110,000	\$0	0%
REPAIRS-STREETS	01211-52412	\$160,616	\$115,449	\$275,000	\$300,000	\$25,000	9.1%
GARAGE MAINTENANCE	01211-52501	\$126,472	\$217,710	\$220,000	\$220,000	\$0	0%
RENTAL EXPENSE	01211-52700	\$66,362	\$66,660	\$75,000	\$70,000	-\$5,000	-6.7%
SOLID WASTE COLLECTION	01211-52906	\$1,368,494	\$1,901,155	\$1,950,000	\$2,242,500	\$292,500	15%
SOLID WASTE DISPOSAL	01211-52907	\$1,218,751	\$1,549,817	\$1,790,000	\$2,058,500	\$268,500	15%
SOLID WASTE RECYCLE	01211-52908	\$813,100	\$150,094	\$180,000	\$182,888	\$2,888	1.6%
HOUSEHOLD HAZ WASTE COLLECTION	01211-52909	\$0	\$0	\$6,000	\$6,000	\$0	0%
LANDFILL MONITORING	01211-52910	\$50,996	\$42,770	\$150,000	\$150,000	\$0	0%
WINTER MAINTENANCE (S&I)	01211-53012	\$999,094	\$949,453	\$700,000	\$700,000	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
PROFESSIONAL SERVICES	01211-53027	\$14,308	\$10,000	\$20,000	\$20,000	\$0	0%
STREETSCAPE MAINTENANCE	01211-53803	\$29,693	\$39,922	\$50,000	\$50,000	\$0	0%
GARAGE SUPPLIES	01211-54000	\$10,556	\$9,558	\$20,000	\$20,000	\$0	0%
SUPPLIES	01211-54227	\$5,667	\$6,231	\$12,000	\$12,000	\$0	0%
GASOLINE & DIESEL OIL	01211-54802	\$280,074	\$261,064	\$330,000	\$400,000	\$70,000	21.2%
CONTRACTUAL ALLOWANCES	01211-55810	\$15,547	\$12,224	\$10,000	\$10,000	\$0	0%
Total Public Works:		\$5,719,027	\$5,888,505	\$6,503,000	\$7,156,888	\$653,888	10.1%
Total Services & Supplies:		\$5,719,027	\$5,888,505	\$6,503,000	\$7,156,888	\$653,888	10.1%
Capital							
Public Works							
TREE OPERATIONS	01211-58401	\$56,300	\$131,179	\$100,000	\$100,000	\$0	0%
EQUIPMENT	01211-58500	\$13,449	\$5,143	\$15,000	\$15,000	\$0	0%
HGWY & TRAFFIC SUPPLIES	01211-58713	\$15,113	\$12,810	\$32,000	\$36,000	\$4,000	12.5%
Total Public Works:		\$84,862	\$149,131	\$147,000	\$151,000	\$4,000	2.7%
Total Capital:		\$84,862	\$149,131	\$147,000	\$151,000	\$4,000	2.7%
Total Expense Objects:		\$7,780,541	\$8,040,071	\$9,050,721	\$9,970,507	\$919,786	10.2%



Line Item Description

Public Services - Personnel

Account	Account Name	Description
51008	Commissioner of Public Works	Salary account for the Commissioner of Public Works, and is split between Public Services and Public Utilities
51118	Business Manager	Salary account for Business Manager split between Public Services and Public Utilities
51040	City Engineer	Salary account for the City Engineer split between Public Services and Public Utilities
51051	Office Manager	Salary account for the Office Manager
51081	Administrative Assistant	Salary account for the two Administrative Assistants
51065	Traffic Superintendent	Salary account for the Traffic Superintendent
51157	Traffic Maintenance Person	Salary account for the Traffic Maintenance Person
51142	Quality Assurance Inspector	Salary account for the Quality Assurance Inspector
51064	Highway Superintendent	Salary account for the Highway Superintendent
51070	Highway Maintenance Craftsperson 1	Salary account for six Highway Maintenance Craftsmen 1 with CDL Class A licenses and equipment hoisting licenses
51189	Highway Maintenance Craftsperson 2	Salary account for six Highway Maintenance Craftsmen 2 with CDL Class B licenses and equipment hoisting licenses
51164	Highway Maintenance Person	Salary account for two Highway Laborers
51156	Parking Manager	Salary account for the Parking Garage/ Control Manager
51071	Parking Control Officers	Salary account for two Parking Control Officers
51083	Fleet Manager	Salary account for the Fleet Manager
51087	Working Foreman	Salary account for the Highway Working Foreman
51088	Motor Equipment Repairperson	Salary account for five Motor Equipment Repairmen/Mechanics
51128	MEO-2	Salary account for Machine Equipment Operator for park maintenance and small equipment repair
51178	Park Maintenance Superintendent	Salary account for the Park Maintenance Superintendent
51137	Parks Forman	Salary account for the Parks Forman position (former Lead)
51138	Parks Craftsperson 1	Salary account for the Parks Craftsman 1
51158	Park Maintenance Person	Salary account for three Park Maintenance Men
51150	Custodian	Salary account for the Garage custodian
51201	Seasonal Labor	Salary account for seasonal labor for Highway and Parks related activities
51309	Scheduled Overtime	Salary account for overtime expenses for non-snow related activities
51310	Snow/Ice Overtime	Salary account for overtime expenses for all snow related activities

Public Services - Expenses

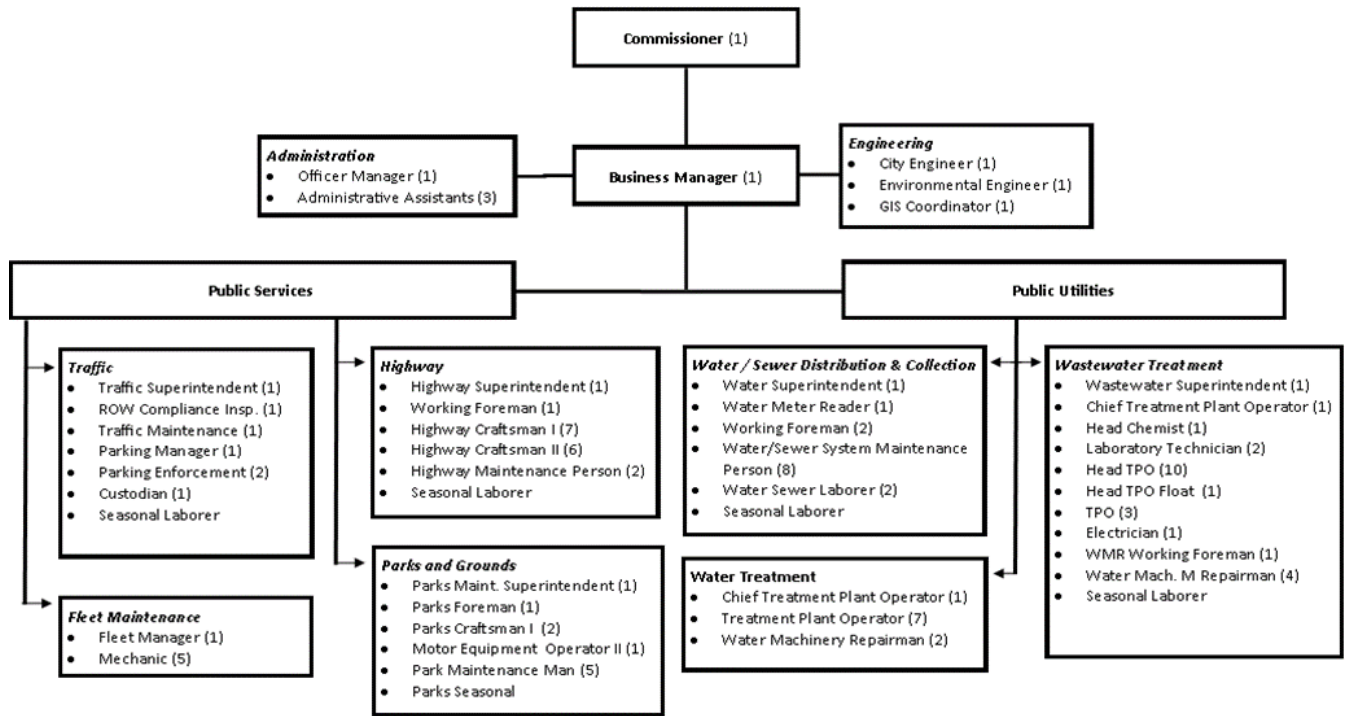
Account	Account Name	Description
55810	Contractual Allowances	Employee allowances per collective bargaining agreements
52015	Traffic Signal Maintenance	Electricity and maintenance for traffic signals
52100	Utilities	Gas & electricity for 232 West Housatonic (Public Services & Garage) & leased garage space. It is used for cell phones for Public Services. It is also used for electricity for traffic signals.
52101	Street Lighting	Streetlight electricity supply and distribution, as well as repairs to streetlights



<i>Account</i>	<i>Account Name</i>	<i>Description</i>
52400	Maintenance	Disposable supplies (e.g. street sweeper brooms, traffic sign material), equipment rental, tools and safety equipment, consultants and training, as well as trash and recycling at the DPS site
52404	Maintenance of School Fields	Supplies for Pittsfield School ballfield and grounds maintenance
52412	Repairs-Streets	Blacktop and related materials for street repairs. It is used for manhole/catch basins, sand, gravel and concrete, as well as contracted street and drain repairs.
53803	Streetscape Maintenance	Supplies (soil, mulch, flowers) and contract maintenance for the City's downtown Streetscape area
52501	Garage Maintenance	Repair parts and contracted services for vehicle and equipment maintenance
52700	Garage Lease	To rent private garage space for off-season and winter emergency response vehicles
52906	Solid Waste Collection	Contracted collection of residential curbside trash up to and including owner-occupied 4-family properties
52907	Solid Waste Disposal	Tipping fee at Covanta to dispose of the trash collected from the residential curbside trash program
52908	Solid Waste Recycling	Contracted collection of residential curbside recyclables up to and including owner-occupied 4-family properties and delivery to Covanta burn plant on Hubbard Avenue. Pays for Covanta to consolidate the recyclables into 100 CY loads and to deliver them to the Springfield Materials Recycling Facility. Pays for 18-gallon recycle bins.
52909	Household Hazardous Waste Collection	Annual household hazardous waste collection event
52910	Landfill Monitoring	Monitoring the City's closed landfills including mandatory environmental testing, maintenance of the landfill gas extraction system at the Pittsfield Municipal Landfill, and landfill cap mowing
52000	Contractual Services	Hired maintenance activities to meet EPA NPDES Stormwater regulations, including street sweeping, catch basin cleaning, and outfall sampling/testing
53012	Sand (Winter Maintenance)	All snow and ice related expenses. This includes materials (salt, sand, magnesium chloride), contractor plows, and plow/sander repairs and maintenance
53027	Professional Services	Recycling education in the Pittsfield elementary schools, Geographic Information System website support and associated ESRI operator licenses, and professional land surveyor services
54000	Garage Supplies	Garage services contracts (towing, propane, office supplies) and for Inspector of Weights & Measures supplies
54227	Office Supplies	Supplies for the DPW office including pens, paper, paper clips, folders, etc., toner, large format engineering printer and copy machine maintenance contracts and parking permit materials
52406	Maintenance of Parks	Purchase of material (clay, loam, seed, etc.), equipment rental, contract mowing, fencing for City Parks and Conservation properties
54802	Gasoline & Diesel Oil	Gasoline and diesel for all city vehicles, including DPS, Police, Fire, etc
58401	Tree Operations	Contracted emergency and scheduled tree pruning/removals, stump grinding, and tree planting
58500	Equipment	Purchase of small mowers, snow blowers and other small equipment for parks maintenance and snow removal
58713	Highway & Traffic Supplies	Traffic/street sign hardware and materials



Organizational Chart



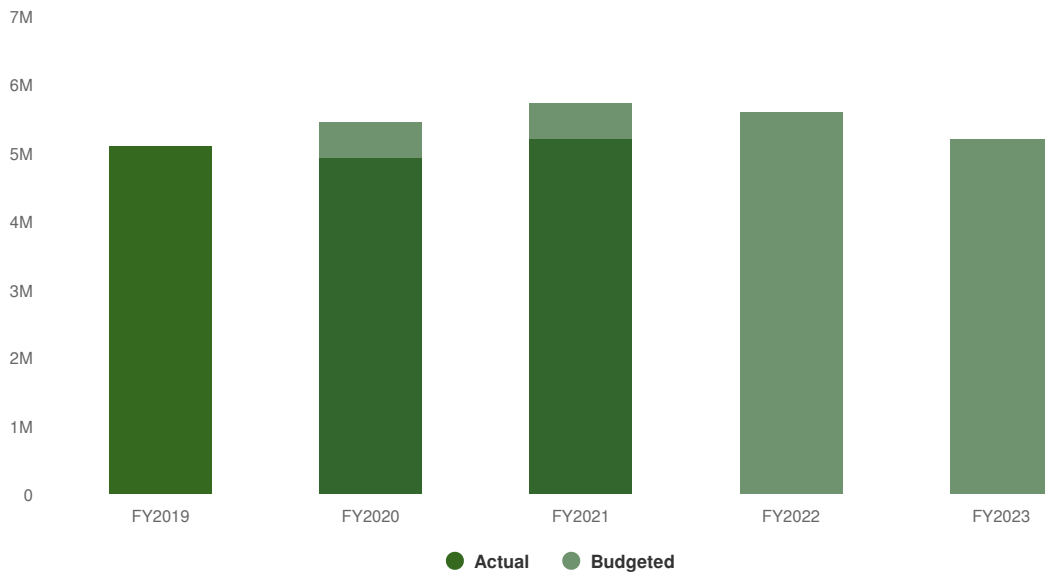
Department of Public Utilities-Water

Ricardo Morales
Commissioner

Expenditures Summary

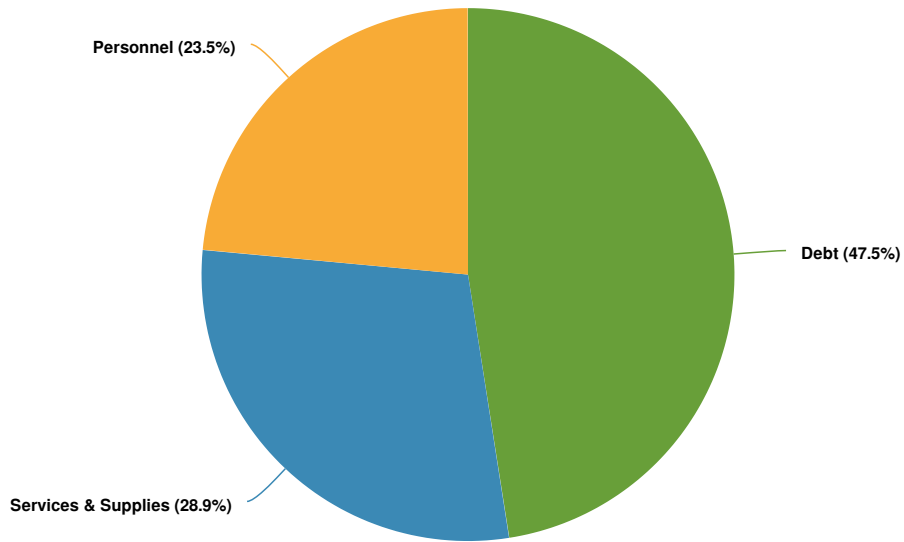
\$5,216,417 **-\$397,864**
(-7.09% vs. prior year)

Department of Public Utilities-Water Proposed and Historical Budget vs. Actual

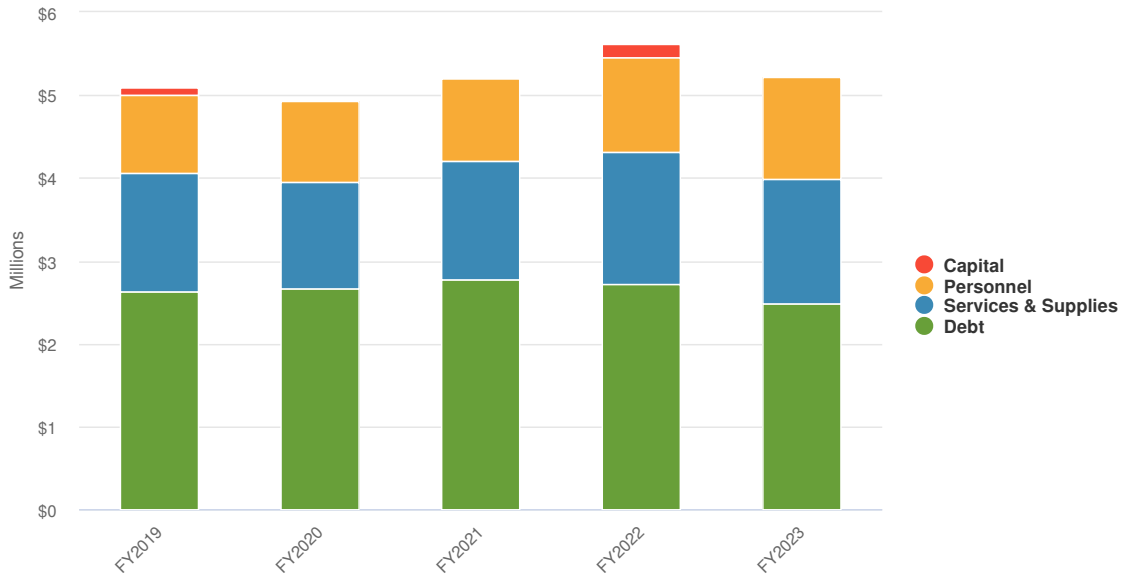


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
COMM OF PUBLIC UTILITIES	60201-51008	\$17,731	\$24,712	\$25,897	\$27,851	\$1,954	7.5%
CITY ENGINEER	60201-51040	\$0	\$0	\$21,618	\$23,704	\$2,086	9.6%
WATER SUPERINTENDENT	60201-51049	\$68,744	\$63,531	\$66,257	\$68,244	\$1,987	3%
ADMINISTRATIVE ASSISTANT	60201-51081	\$13,394	\$9,171	\$21,491	\$22,135	\$644	3%
WORKING FOREMAN	60201-51087	\$42,109	\$55,846	\$55,194	\$56,850	\$1,656	3%
Working Forman/Mach Rprman	60201-51089				\$50,000	\$50,000	N/A
SR CIVIL ENGINEER	60201-51090	\$32,513	\$32,875	\$33,368	\$34,369	\$1,001	3%
WTR/SWR MAINT PERSON	60201-51094	\$175,861	\$181,762	\$188,532	\$194,188	\$5,656	3%
GIS COORDINATOR	60201-51095	\$32,513	\$32,875	\$33,368	\$34,369	\$1,001	3%
WATER MACH REPAIRMAN	60201-51097	\$86,161	\$77,804	\$85,990	\$88,570	\$2,580	3%
CHIEF TPO	60201-51115	\$61,493	\$63,990	\$66,737	\$68,739	\$2,002	3%
BUSINESS MANAGER	60201-51118	\$0	\$0	\$20,000	\$21,126	\$1,126	5.6%
TPO NON SHIFT	60201-51130	\$253,737	\$254,290	\$351,785	\$362,340	\$10,555	3%
METER READER	60201-51140	\$40,584	\$41,786	\$42,656	\$43,936	\$1,280	3%
SEASONAL LABOR	60201-51201	\$20,095	\$0	\$40,000	\$30,000	-\$10,000	-25%
SCHEDULED OVERTIME	60201-51309	\$121,306	\$151,265	\$95,000	\$100,000	\$5,000	5.3%
Total Personnel:		\$966,242	\$989,908	\$1,147,893	\$1,226,421	\$78,528	6.8%
Services & Supplies							
CONTRACTUAL SERVICES	60201-52000	\$179,652	\$271,578	\$230,000	\$230,000	\$0	0%
UTILITIES	60201-52100	\$318,899	\$322,630	\$375,000	\$300,000	-\$75,000	-20%
TAXES	60201-52380	\$162,621	\$174,089	\$160,000	\$160,000	\$0	0%
MAINTENANCE	60201-52400	\$180,567	\$213,411	\$250,000	\$250,000	\$0	0%
PROFESSIONAL SERVICES	60201-53027	\$130,884	\$129,580	\$250,000	\$230,000	-\$20,000	-8%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
SUPPLIES	60201-54227	\$39,193	\$21,327	\$35,000	\$35,000	\$0	0%
CHEMICALS	60201-55300	\$267,901	\$300,330	\$300,000	\$300,000	\$0	0%
CONTRACTUAL ALLOWANCES	60201-55810	\$5,595	\$5,895	\$5,000	\$5,000	\$0	0%
Total Services & Supplies:		\$1,285,311	\$1,438,840	\$1,605,000	\$1,510,000	-\$95,000	-5.9%
Capital							
ACQUISITION OF EQUIPMNT	60201-58550	\$5,000	\$5,835	\$150,000	\$0	-\$150,000	-100%
Total Capital:		\$5,000	\$5,835	\$150,000	\$0	-\$150,000	-100%
Debt							
LONG TERM DEBT PRINCIPAL	60201-59100	\$1,127,659	\$1,167,208	\$1,111,682	\$1,202,054	\$90,372	8.1%
LONG TERM DEBT INTEREST	60201-59150	\$567,141	\$509,953	\$539,453	\$553,364	\$13,911	2.6%
SHORT TERM DEBT INTEREST	60201-59155	\$22,922	\$28,291	\$200,000	\$50,000	-\$150,000	-75%
DEBT ISSUANCE COSTS	60201-59160	\$3,342	\$136,772	\$15,000	\$15,000	\$0	0%
ALLOCATION TO GEN FUND	60201-59602	\$950,474	\$930,441	\$845,253	\$659,578	-\$185,675	-22%
Total Debt:		\$2,671,538	\$2,772,666	\$2,711,388	\$2,479,996	-\$231,392	-8.5%
Total Expense Objects:		\$4,928,090	\$5,207,250	\$5,614,281	\$5,216,417	-\$397,864	-7.1%



Line Item Description

Water Division - Personnel

Account	Account Name	Description
51088	Commissioner of Public Utilities	Salary account for Commissioner of Public Utilities (.25)
NEW	Business Manager	Salary account for the Business Manager (.25)
51040	City Engineer	Salary account for the City Engineer (.25)
51049	Water Superintendent	Salary account for the Water Superintendent
51081	Administrative Assistant	Salary account for the Administrative Assistant (.50)
51087	Working Foreman	Salary account for the Working Foreman
51090	Senior Civil Engineer	Salary account for the Senior Civil Engineer (.50)
51094	Water/Sewer Maintenance Person	Salary account for four Water/Sewer Maintenance Persons
51095	GIS Coordinator	Salary account for the GIS Coordinator (.50)
51097	Water Machinery Repairperson	Salary account for two Water Machinery Repairmen
51129	Chief TPO	Salary account for the Chief Treatment Plant Operator
51130	TPO	Salary account for five water Treatment Plant Operators
51140	Meter Reader	Salary account for the water Meter Reader
51201	Seasonal Labor	Up to four summer Seasonal Laborers
51309	Scheduled Overtime	All water related overtime labor expenses

Water Division - Expenses

Account	Account Name	Description
55801	Contractual Allowances	The following employee reimbursements are paid from this line item: license renewals, work boots, safety glasses, training expenses, and required continuing education classes
52100	Utilities	Utility costs for the water treatment plant and water lift stations including electric, natural gas, diesel fuel, propane gas, city cell phones and SCADA communication lines
52380	Taxes	Payment of real estate/personal property taxes and payments in lieu of taxes for the City's water transmission lines running through the Town of Dalton and the Water Treatment Plants and substations located in the Towns of Washington and Hinsdale. Pays for the Annual Safe Drinking Water Act Assessment fee to the MassDEP
52400	Maintenance	Hardware supplies and equipment used to run the water treatment plants and to maintain the water distribution system. Pays for vendors/contractors for maintenance work needed for the water system and contracted equipment/vehicle repairs
52000	Contractual Services	Services rendered by vendors hired on a contractual basis including but not limited to uniform service, water/sewer billing, water testing, backflow device testing, SCADA system support, trash collection, electrical repairs, fleet GPS systems, and beaver control
53027	Professional Services	Professional engineering services related to the public water system. Pays for annual contracted mowing of easements, traffic control, and training manuals for employees
54227	Supplies	Office supplies, work gloves, safety vests, rain suits, rubber boots, hard hats, work rags, electrical supplies, water testing equipment, lumber, annual maintenance and supplies for copier/fax/scanning machine, time cards, janitorial/sanitary supplies, mark-out paint, UPS shipping and medical supplies
55300	Chemicals	Chemicals used to treat the water at the water treatment plants



<i>Account</i>	<i>Account Name</i>	<i>Description</i>
58900	Capital Improvements	Capital improvements of the public water system using funds transferred from Retained Earnings
58550	Acquisition of Equipment	Replacement vehicles and/or water system equipment
59100	Maturing Debt	Debt principal payment for Water Enterprise projects
59150	Interest of Debt	Debt interest payment for Water Enterprise projects
59160	Debt Issuance Costs	Legal fees associated with financial management of Water Enterprise capital projects
59602	Allocation to General Fund	Reimburses the General Fund for services provided to the Water Enterprise

Goal #1

Goal #2



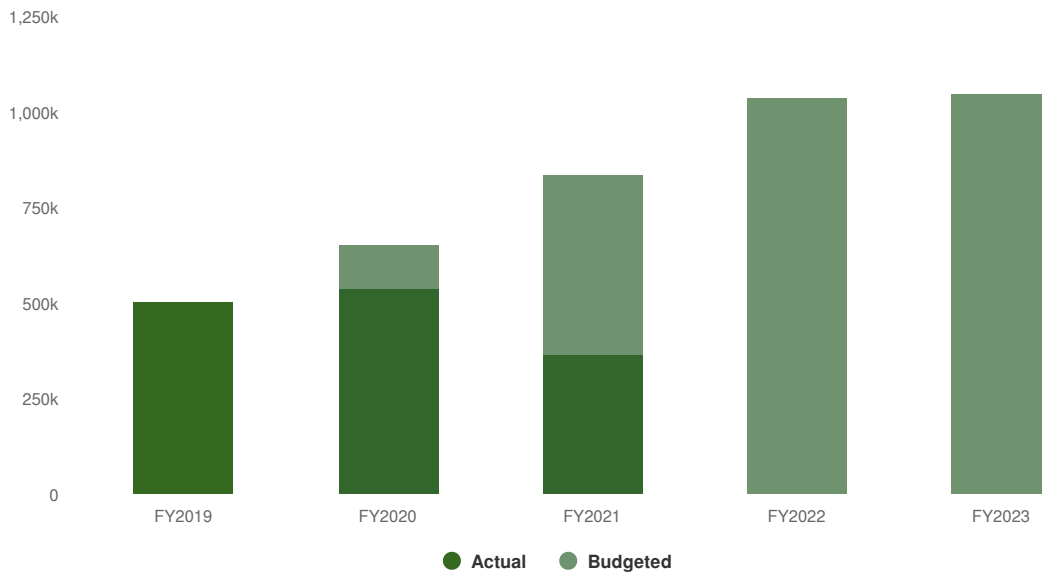
Department of Public Utilities-Sewer

Ricardo Morales
Commissioner

Expenditures Summary

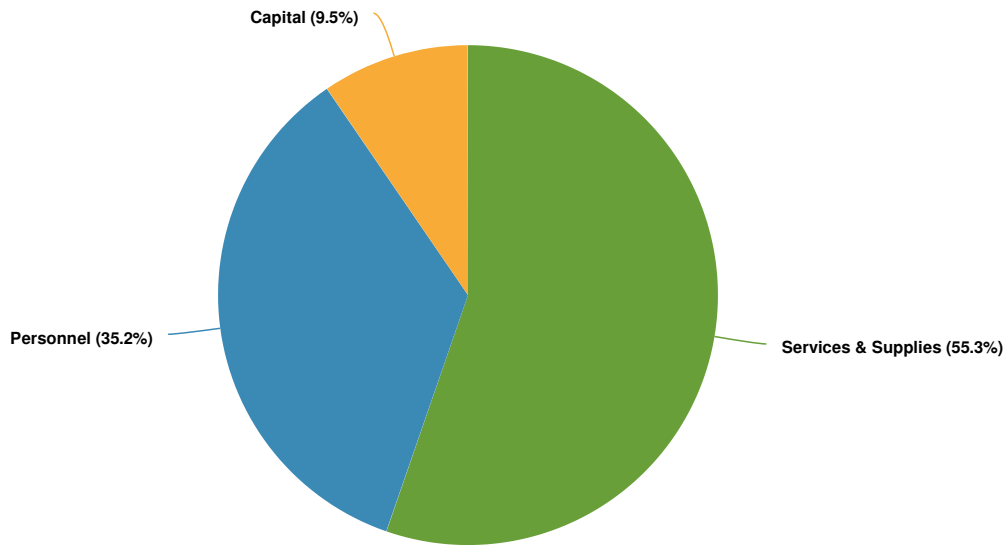
\$1,048,896 **\$9,288**
(0.89% vs. prior year)

Department of Public Utilities-Sewer Proposed and Historical Budget vs. Actual

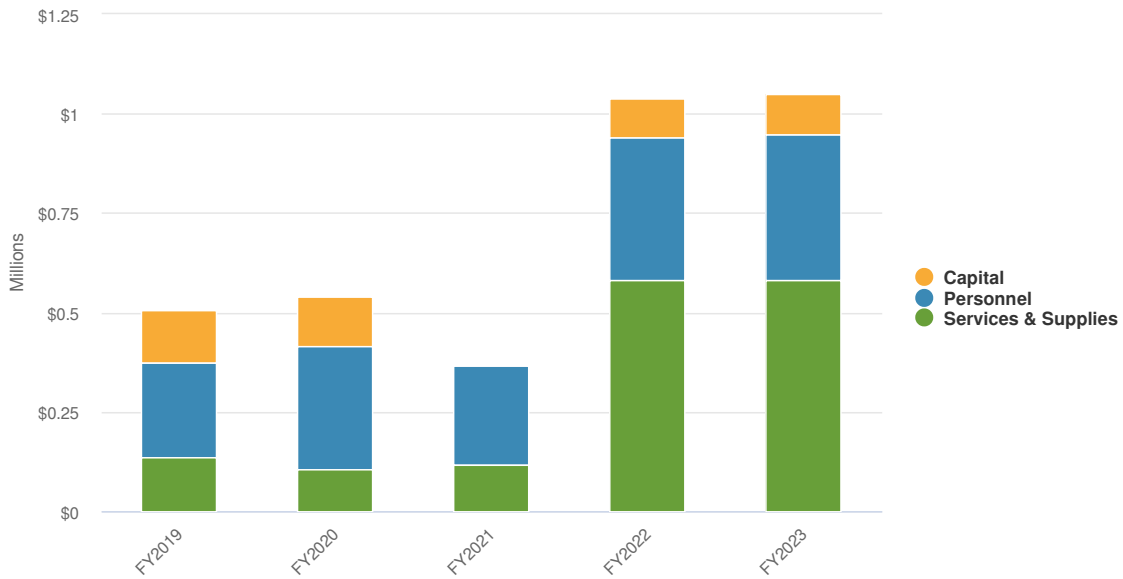


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Personnel							
WORKING FOREMAN	61202-51087	\$53,790	\$51,562	\$56,712	\$58,413	\$1,701	3%
WTR/SWR MAINT PERSON	61202-51094	\$177,405	\$137,219	\$177,896	\$183,233	\$5,337	3%
WATER/SEWER LABORER	61202-51121	\$0	\$0	\$75,000	\$77,250	\$2,250	3%
SCHEDULED OVERTIME	61202-51309	\$79,035	\$58,837	\$50,000	\$50,000	\$0	0%
Total Personnel:		\$310,230	\$247,618	\$359,608	\$368,896	\$9,288	2.6%
Services & Supplies							
CONTRACTUAL SERVICES	61202-52000	\$24,352	\$34,901	\$400,000	\$400,000	\$0	0%
UTILITIES	61202-52100	\$33,759	\$32,706	\$35,000	\$35,000	\$0	0%
MAINTENANCE	61202-52400	\$43,051	\$44,776	\$40,000	\$40,000	\$0	0%
STORMWATER SERVICES	61202-52405	\$3,472	\$4,566	\$100,000	\$100,000	\$0	0%
CONTRACTUAL ALLOWANCES	61202-55810	\$1,260	\$939	\$5,000	\$5,000	\$0	0%
Total Services & Supplies:		\$105,894	\$117,888	\$580,000	\$580,000	\$0	0%
Capital							
MAINS/MANHOLE SUPPLIES	61202-58405	\$3,598	\$984	\$100,000	\$100,000	\$0	0%
ACQUISITION OF EQUIPMENT	61202-58550	\$79,617	\$0	\$0	\$0	\$0	0%
CAPITAL IMPROVEMENTS	61202-58900	\$40,671	\$0	\$0	\$0	\$0	0%
Total Capital:		\$123,886	\$984	\$100,000	\$100,000	\$0	0%
Total Expense Objects:		\$540,010	\$366,490	\$1,039,608	\$1,048,896	\$9,288	0.9%



Line Item Description

Line Item Summary

Sewer Division - Personnel

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51087	Working Foreman	Salary account for the Working Foreman
51094	Water/Sewer Maintenance Person	Salary account for four Water/Sewer Maintenance Persons
51309	Scheduled Overtime	Account used to pay for all sewer collection system related overtime labor expenses

Sewer Division – Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
55810	Contractual Allowances	The following employee reimbursements are paid from this line item: license renewals, work boots, safety glasses, training expenses, and required continuing education classes
52100	Utilities	Utility costs for the sewer collection system pump stations including electric, natural gas, propane gas, heating oil, and SCADA communication lines. Pays for city cell phones
52400	Maintenance	Supplies and parts for maintaining the sewer pump stations and collection system. Pays for the repairs to sewer system maintenance equipment
52405	Stormwater Control	To repair sewer and stormwater system conflicts. Pays for either contracted services or supplies and materials to repair sewer collection structures
52000	Contractual Services	Services rendered by vendors hired on a contractual basis including but not limited to uniform service, traffic control, fleet GPS system, MIIA insurance claim deductibles, sewer main repairs and maintenance including root control
58405	Mains/Manhole Supplies	Supplies needed to maintain sewer stations and the sewer collection system
58900	Capital Improvements	Capital improvements of the sewer collection system using funds transferred from Retained Earnings
55300	Chemicals	Chemicals used to treat the water at the water treatment plants
58900	Capital Improvements	Capital improvements of the public water system using funds transferred from Retained Earnings



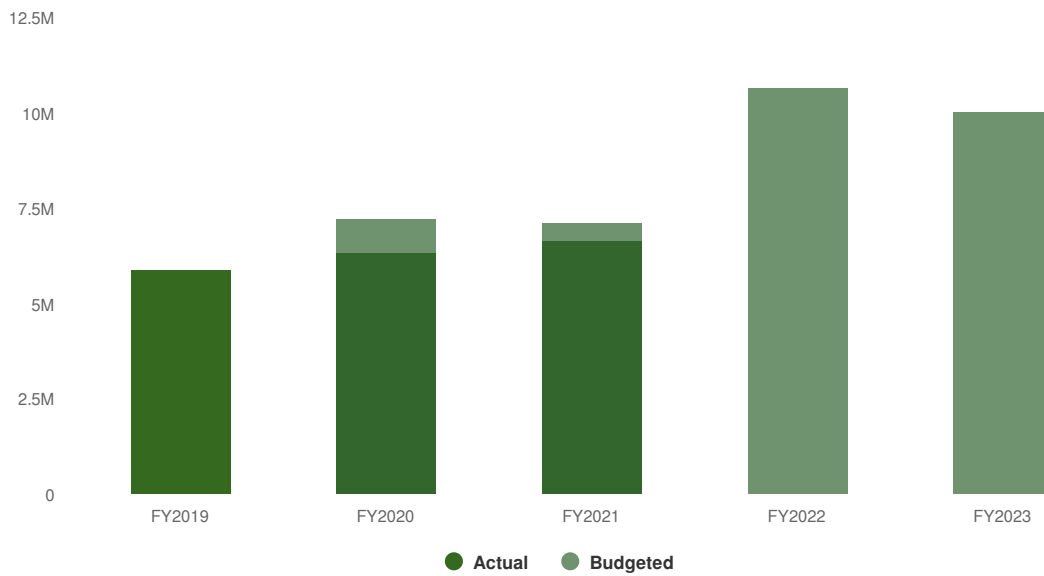
Department of Public Utilities-Wastewater

Ricardo Morales
Commissioner

Expenditures Summary

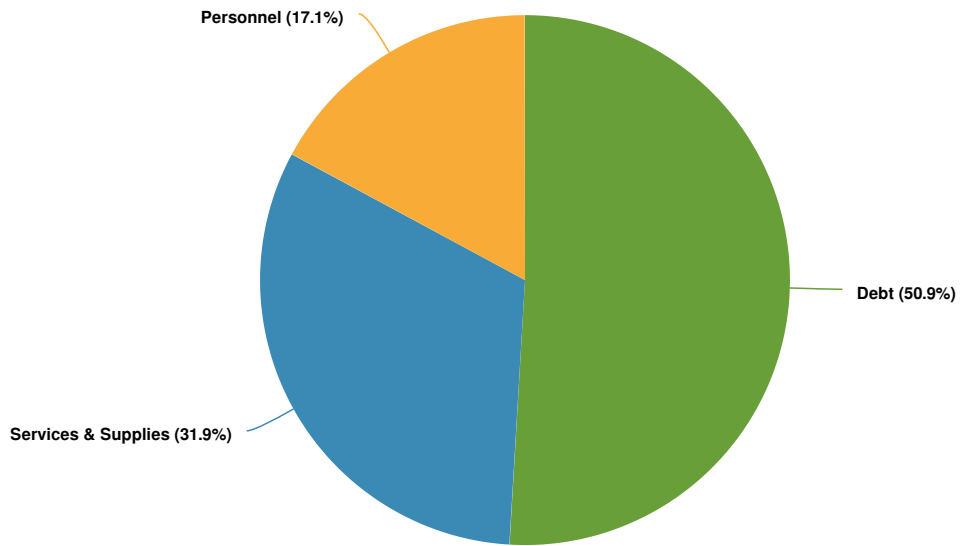
\$10,024,817 **-\$633,432**
(-5.94% vs. prior year)

Department of Public Utilities-Wastewater Proposed and Historical Budget vs. Actual

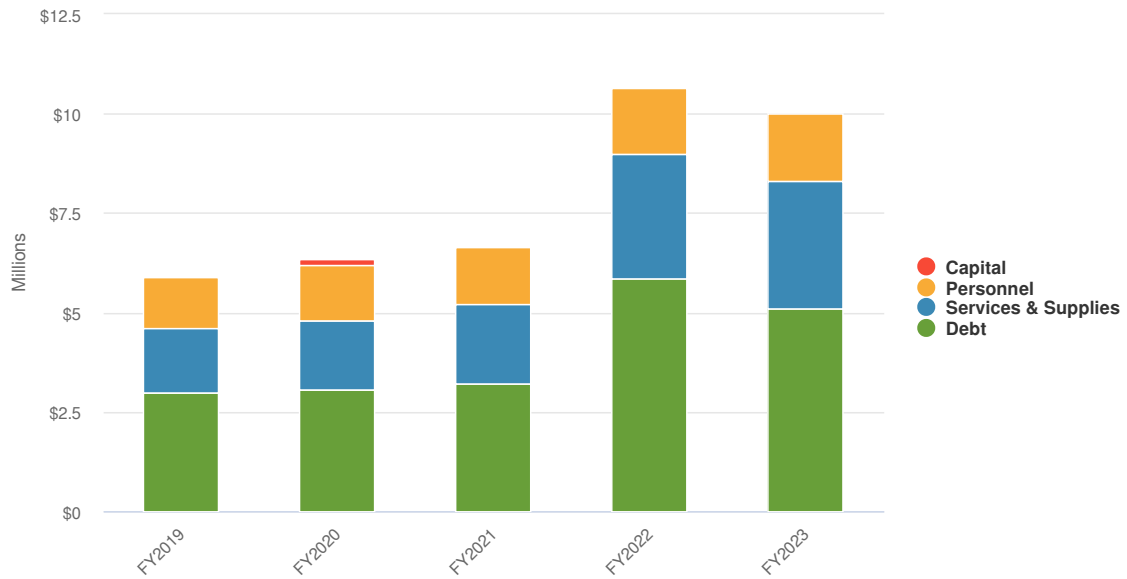


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
COMM OF PUBLIC UTILITIES	61203-51008	\$17,731	\$24,712	\$25,897	\$27,851	\$1,954	7.5%
CITY ENGINEER	61203-51040	\$0	\$0	\$21,618	\$23,704	\$2,086	9.6%
SEWER SUPERINTENDENT	61203-51048	\$70,033	\$72,760	\$75,882	\$78,158	\$2,276	3%
ADMINISTRATIVE ASSISTANT	61203-51081	\$13,395	\$9,171	\$21,491	\$22,136	\$645	3%
WORKING FOREMAN WMR	61203-51089	\$53,575	\$55,874	\$58,271	\$60,019	\$1,748	3%
SR CIVIL ENGINEER	61203-51090	\$32,514	\$32,875	\$33,368	\$34,369	\$1,001	3%
CHEMIST	61203-51091	\$63,286	\$65,751	\$66,737	\$68,739	\$2,002	3%
GIS COORDINATOR	61203-51095	\$32,514	\$32,875	\$33,368	\$34,369	\$1,001	3%
WATER MACH REPAIRMAN	61203-51097	\$160,501	\$177,653	\$188,200	\$193,846	\$5,646	3%
LAB TECHNICIAN	61203-51112	\$82,629	\$83,258	\$90,680	\$93,400	\$2,720	3%
CHIEF TPO	61203-51115	\$55,414	\$57,410	\$59,874	\$61,670	\$1,796	3%
BUSINESS MANAGER	61203-51118	\$0	\$0	\$20,000	\$21,126	\$1,126	5.6%
HEAD TPO	61203-51129	\$455,611	\$532,309	\$596,364	\$614,256	\$17,892	3%
TPO SHIFT	61203-51132	\$128,848	\$112,783	\$134,117	\$138,141	\$4,024	3%
HEAD TPO-FLOAT SHIFT	61203-51133	\$40,180	\$4,204	\$50,653	\$52,173	\$1,520	3%
ELECTRICIANS	61203-51182	\$55,182	\$57,410	\$59,874	\$61,670	\$1,796	3%
SEASONAL LABOR	61203-51201	\$22,483	\$4,108	\$40,000	\$30,000	-\$10,000	-25%
SCHEDULED OVERTIME	61203-51309	\$109,346	\$125,605	\$100,000	\$100,000	\$0	0%
Total Personnel:		\$1,393,240	\$1,448,758	\$1,676,394	\$1,715,627	\$39,233	2.3%
Services & Supplies							
CONTRACTUAL SERVICES	61203-52000	\$78,171	\$93,017	\$90,000	\$90,000	\$0	0%
UTILITIES	61203-52100	\$646,753	\$642,498	\$1,200,000	\$1,200,000	\$0	0%
CHEMICAL PROCESS	61203-52395	\$192,826	\$251,894	\$580,000	\$600,000	\$20,000	3.4%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
MAINTENANCE	61203-52400	\$160,616	\$192,829	\$250,000	\$300,000	\$50,000	20%
SLUDGE HANDLING	61203-52903	\$501,331	\$626,737	\$803,300	\$812,000	\$8,700	1.1%
PROFESSIONAL SERVICES	61203-53027	\$126,627	\$165,197	\$150,000	\$150,000	\$0	0%
SUPPLIES	61203-54227	\$33,167	\$15,288	\$40,000	\$40,000	\$0	0%
CONTRACTUAL ALLOWANCES	61203-55810	\$8,563	\$7,106	\$10,000	\$10,000	\$0	0%
Total Services & Supplies:		\$1,748,054	\$1,994,565	\$3,123,300	\$3,202,000	\$78,700	2.5%
Capital							
ACQUISITION OF EQUIPMNT	61203-58550	\$59,568	\$0	\$0	\$0	\$0	0%
CAPITAL IMPROVEMENTS	61203-58900	\$72,740	\$0	\$0	\$0	\$0	0%
Total Capital:		\$132,308	\$0	\$0	\$0	\$0	0%
Debt							
LONG TERM DEBT PRINCIPAL	61203-59100	\$1,112,063	\$1,198,215	\$2,918,281	\$3,132,722	\$214,441	7.3%
LONG TERM DEBT INTEREST	61203-59150	\$827,327	\$758,026	\$1,732,744	\$1,007,759	-\$724,985	-41.8%
SHORT TERM DEBT INTEREST	61203-59155	\$101,881	\$196,739	\$200,000	\$50,000	-\$150,000	-75%
DEBT ISSUANCE COSTS	61203-59160	\$7,577	\$42,670	\$10,000	\$10,000	\$0	0%
ALLOCATION TO GEN FUND	61203-59603	\$1,011,692	\$1,009,310	\$997,530	\$906,709	-\$90,821	-9.1%
Total Debt:		\$3,060,540	\$3,204,960	\$5,858,555	\$5,107,190	-\$751,365	-12.8%
Total Expense Objects:		\$6,334,143	\$6,648,284	\$10,658,249	\$10,024,817	-\$633,432	-5.9%



Line Item Description

Wastewater Division - Personnel

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51008	Comm. of Public Utilities	Salary for the Commissioner of Public Utilities (.25)
New	Business Manager	Salary for the Business Manager (.25)
51040	City Engineer	Salary for the City Engineer (.25)
51048	Sewer Superintendent	Salary account for the Sewer Superintendent
51081	Administrative Assistant	Salary account for the Administrative Assistant (.50)
51089	Working Foreman WMR	Salary account for the Working Foreman for the Water Machinery Repairmen
51090	Senior Civil Engineer	Salary account for the Senior Civil Engineer (.50)
51091	Chemist	Salary account for the Chemist
51095	GIS Coordinator	Salary account for the GIS Coordinator (.50)
51097	Water Machinery Repairman	Salary account for four Water Machinery Repairmen
51112	Lab Technician	Salary account for the two Lab Technicians
51115	Chief TPO	Salary account for the Chief Treatment Plant Operator
51129	Head TPO	Salary account for eight Head Treatment Plant Operators
51132	TPO Shift	Salary account for four Treatment Plant Operators
51133	Head TPO-Float Shift	Salary account for the Head Treatment Plant Operators
51177	Senior Clerk Typist	Salary account for the Senior Clerk Typist (This position has been eliminated beginning in FY19)
51182	Electrician	Salary account for the electrician position
51201	Seasonal Labor	Up to four summer Seasonal Laborers
51309	Scheduled Overtime	All wastewater plant related overtime labor expenses

Wastewater Division - Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
55801	Contractual Allowances	The following employee reimbursements are paid from this line item: license renewals, work boots, safety glasses, training expenses, and required continuing education classes
52100	Utilities	Utility costs for the wastewater treatment plant including electric, heating oil, and gasoline
52395	Chemical Process	Chemicals used at the plant including laboratory chemicals, supplies, and testing
52400	Maintenance	Hardware supplies and equipment used to run the wastewater treatment. Pays for vendors/contractors for maintenance work needed for the plant and contracted equipment/vehicle repairs
52903	Sludge	Contracted sludge removal and disposal
52000	Contracted Services	Services rendered by vendors hired on a contractual basis including but not limited to uniform service, water/sewer billing, water testing, SCADA system support, trash collection, SCADA communication lines, phone, lease on copiers, electrical repairs, and fleet GPS systems
53027	Professional Services	Professional engineering services related to the wastewater treatment plant and sewer collection system
54227	Supplies	Office supplies, medical supplies for first aid kits, welding supplies, specialized forms, time cards, and printer supplies
58900	Capital Improvements	Capital improvements of the wastewater treatment plant using funds transferred from Retained Earnings
58550	Acquisition of Equipment	Replacement vehicles and/or wastewater system equipment
59100	Maturing Debt	Debt principal payment for Wastewater Enterprise projects



<i>Account</i>	<i>Account Name</i>	<i>Description</i>
59150	Interest of Debt	Debt interest payment for Wastewater Enterprise projects
59160	Debt Issuance Costs	Legal fees associated with financial management of Wastewater Enterprise capital projects
59603	Allocation to General Fund	Reimburses the General Fund for services provided to the Wastewater Enterprise



Emergency Management

Thomas Sammons

Fire Chief

Mission Statement

The mission of Pittsfield Emergency Management is to promote and maintain public health and safety by preparing its citizens, local businesses, and local emergency response personnel for all-hazards emergency situations.

Department Description

The department accomplishes its mission through the development of a comprehensive community program which includes an all-hazards emergency response plan, conducting training exercises on the plan, and providing safety educational programs to the general public.

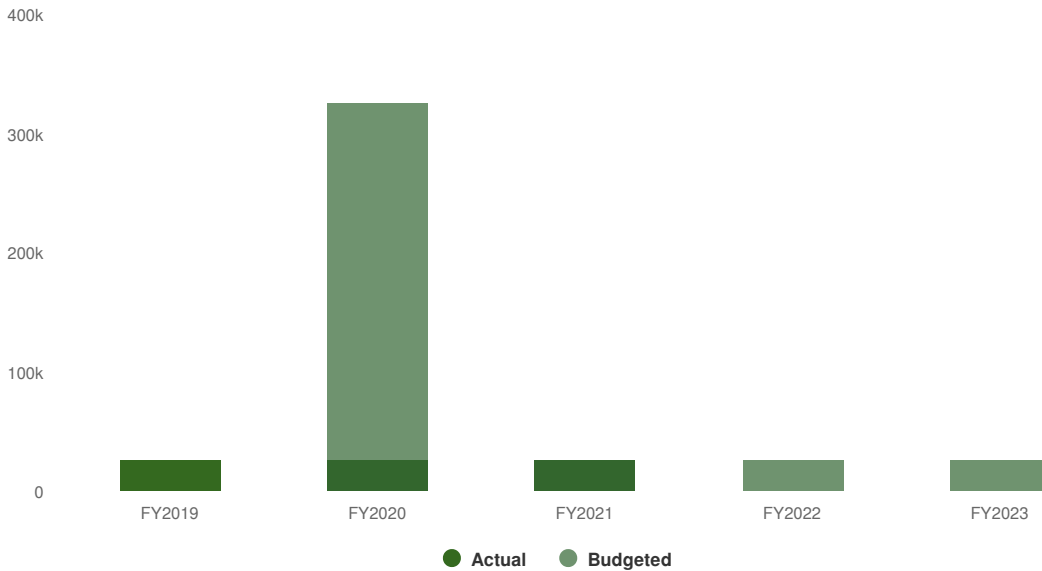
New Spending and Programs

There is no new spending or programming in Emergency Management in fiscal year 2023.

Expenditures Summary

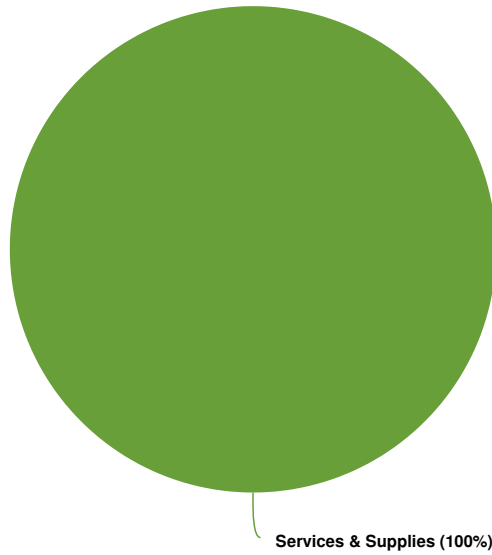
\$26,600 **\$200**
(0.76% vs. prior year)

Emergency Management Proposed and Historical Budget vs. Actual

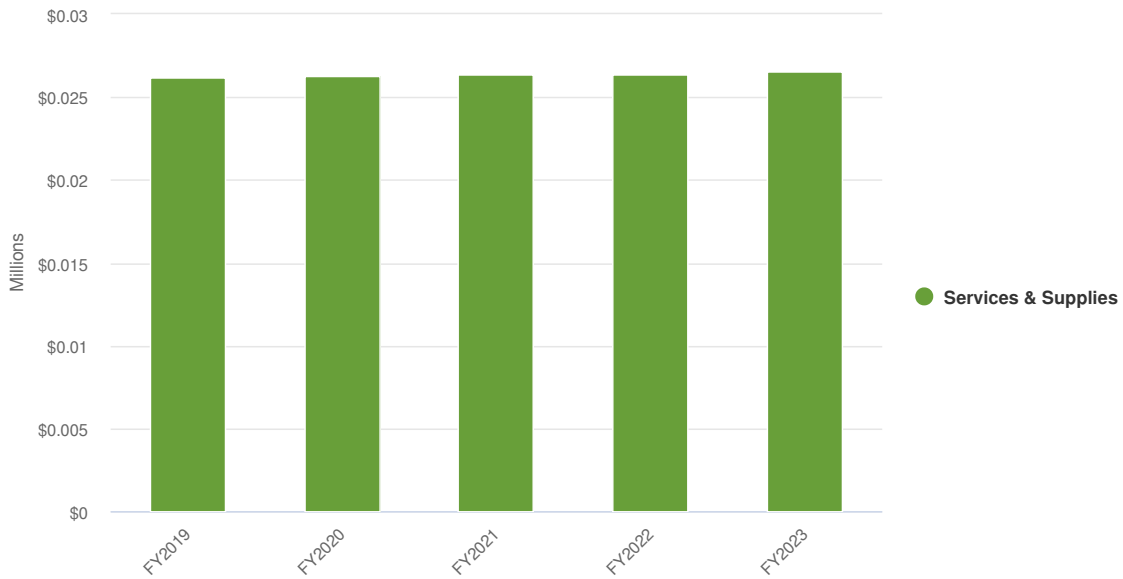


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Services & Supplies							
Public Safety							
CODERED	01027-53017	\$23,000	\$23,000	\$23,000	\$23,200	\$200	0.9%
EDUCATION & TRAINING	01027-53018	\$465	\$500	\$500	\$500	\$0	0%
SUPPLIES	01027-54227	\$0	\$100	\$100	\$100	\$0	0%
EMERGENCY OPERATING CTR	01027-57809	\$2,800	\$2,768	\$2,800	\$2,800	\$0	0%
Total Public Safety:		\$26,265	\$26,368	\$26,400	\$26,600	\$200	0.8%
Total Services & Supplies:		\$26,265	\$26,368	\$26,400	\$26,600	\$200	0.8%
Total Expense Objects:		\$26,265	\$26,368	\$26,400	\$26,600	\$200	0.8%

Line Item Description

Expenses

Account	Account Name	Description
53017	CodeRED	Annual cost of CodeRED, the City of Pittsfield's Emergency Notification System. Using a combination of internet technologies, this system can notify the general public of pending emergencies, public health issues, and other community problems over the land-line telephone system, computers and cell phone technologies.
53018	Education & Training	Emergency Management training programs
54227	Office Supplies	Annual purchase of office supplies used specifically for Emergency Management purposes. (Comprehensive Emergency Management Plan updates & SARA Title II records retention)
57809	Emergency Operations Center	Annual maintenance of radio and computer equipment which would be used in the establishment of City's Emergency Operations Center during times of disaster
51186	Commission Clerk	Salary account for the Airport Commission meeting minutes processing and summary



Finance & Administration

Matthew M. Kerwood
Finance Director/Treasurer

Mission Statement

The mission of the Finance and Administration Department is to provide the financial management of all City funds and maintain the fiscal integrity of the City.

Department Description

The Finance and Administration Department is responsible for: budget management, obtaining financing for capital requirements, financial analysis and reporting, managing the City's investment portfolio, revenue management, payroll, accounts payable. The department encompasses the duties and functions of the following divisions: Collector of Taxes, Treasurer, Accounting, Purchasing, and Assessors.

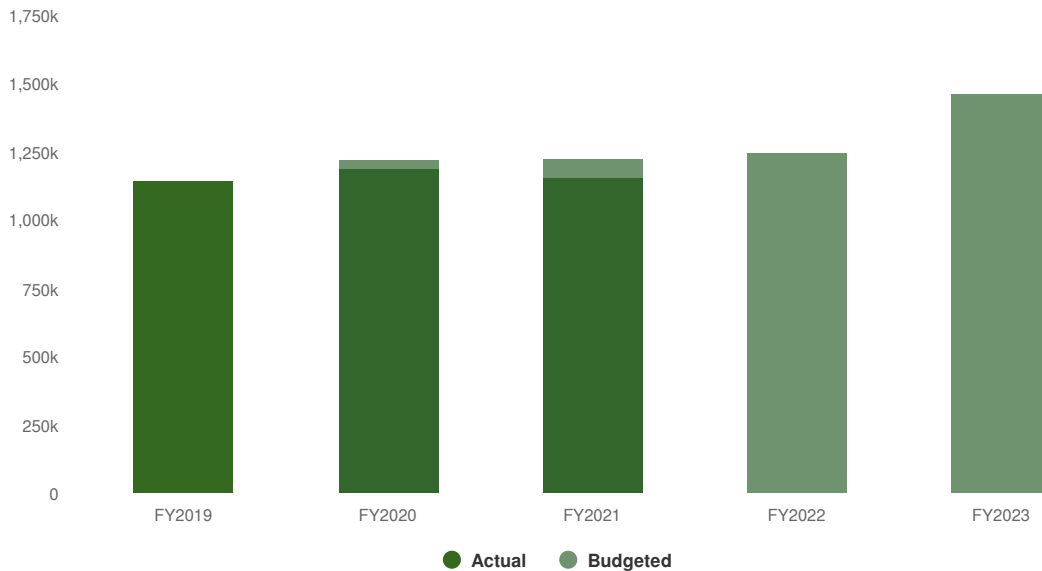
New Spending and Programs

The fiscal year 2023 is a full re-valuation year for the city. Therefore additional funding will be needed in the re-valuation line item to complete that task.

Expenditures Summary

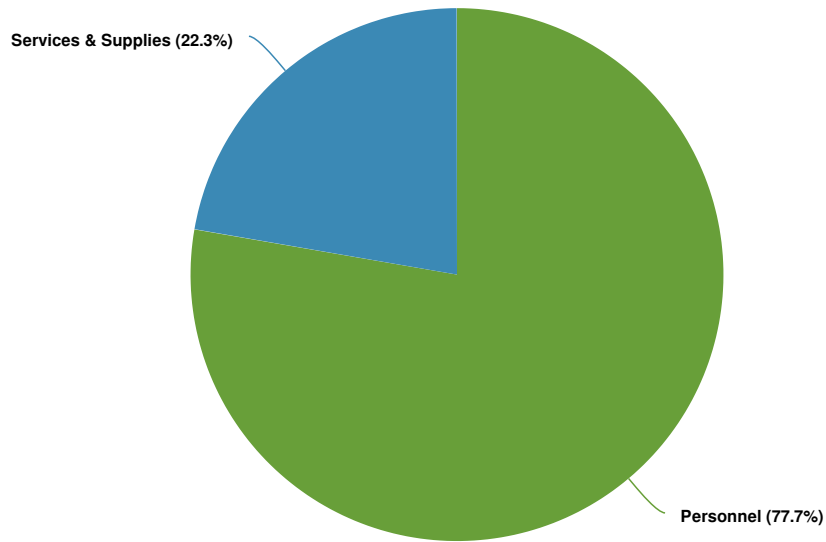
\$1,462,207 **\$213,986**
(17.14% vs. prior year)

Finance & Administration Proposed and Historical Budget vs. Actual

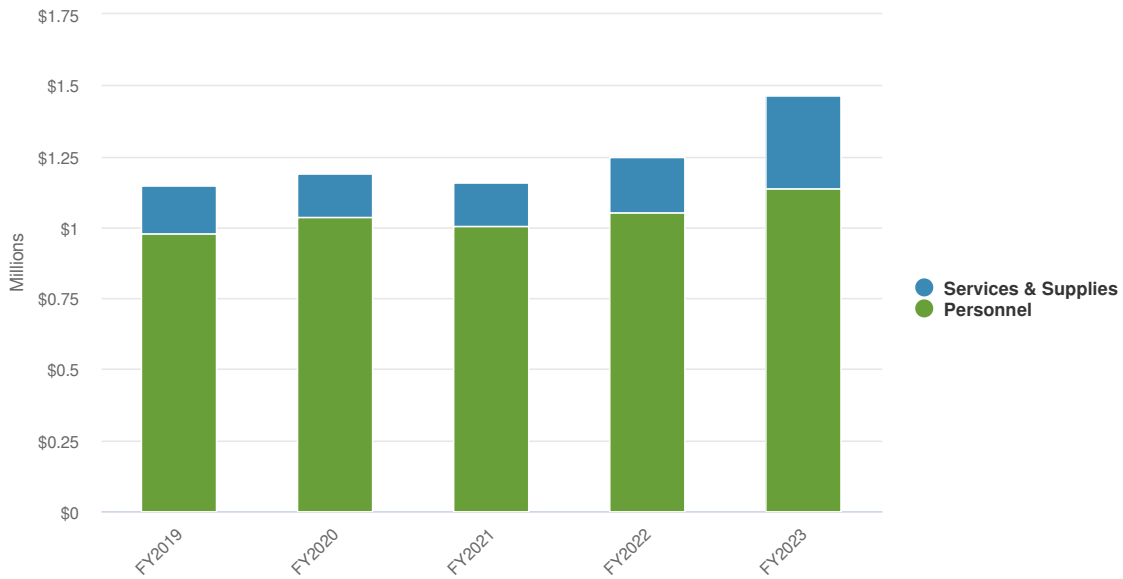


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
General Government							
CITY ACCOUNTANT	01121-51033	\$67,574	\$70,649	\$73,143	\$78,628	\$5,485	7.5%
ADMIN ASSISTANT	01121-51050	\$34,005	\$22,788	\$33,741	\$35,189	\$1,448	4.3%
ASSESSOR	01121-51054	\$198,906	\$163,916	\$71,050	\$76,379	\$5,329	7.5%
TREASURER	01121-51055	\$91,295	\$95,448	\$98,818	\$106,229	\$7,411	7.5%
TAX COLLECTOR	01121-51056	\$66,918	\$69,963	\$72,078	\$77,484	\$5,406	7.5%
ASSISTANT TREASURER	01121-51060	\$46,113	\$47,909	\$49,965	\$52,109	\$2,144	4.3%
ASSISTANT TAX COLLECTOR	01121-51062	\$47,381	\$46,143	\$43,627	\$45,499	\$1,872	4.3%
PURCHASING AGENT	01121-51063	\$68,256	\$71,361	\$73,518	\$79,032	\$5,514	7.5%
DEPUTY PURCHASING AGENT	01121-51068	\$38,704	\$40,018	\$44,579	\$47,922	\$3,343	7.5%
HEAD CLERK	01121-51085	\$33,781	\$35,096	\$36,602	\$33,331	-\$3,271	-8.9%
ACCT CLERK-ASSESSOR	01121-51086	\$34,005	\$37,236	\$43,627	\$45,499	\$1,872	4.3%
CHIEF ASSESSOR	01121-51107	\$0	\$0	\$80,185	\$89,252	\$9,067	11.3%
BUYER	01121-51109	\$26,733	\$31,564	\$36,833	\$39,595	\$2,762	7.5%
PAYROLL SPECIALIST	01121-51143	\$38,414	\$39,909	\$41,622	\$43,408	\$1,786	4.3%
ASSISTANT ACCOUNTANT	01121-51144	\$48,684	\$50,580	\$51,339	\$52,109	\$770	1.5%
BENEFITS ANALYST	01121-51146	\$43,994	\$44,484	\$45,151	\$52,109	\$6,958	15.4%
PRINCIPAL CLERK	01121-51148	\$58,643	\$57,408	\$64,556	\$68,177	\$3,621	5.6%
SR ACCOUNT CLERK	01121-51155	\$62,936	\$50,532	\$59,315	\$78,475	\$19,160	32.3%
SR CLERK - TREASURERS	01121-51161	\$27,988	\$29,154	\$30,472	\$36,157	\$5,685	18.7%
Total General Government:		\$1,034,329	\$1,004,157	\$1,050,221	\$1,136,583	\$86,362	8.2%
Total Personnel:		\$1,034,329	\$1,004,157	\$1,050,221	\$1,136,583	\$86,362	8.2%
Services & Supplies							
General Government							
OFFICE EQUIPMENT MAINTENANCE	01121-52404	\$16,396	\$14,217	\$20,000	\$20,000	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
TAX COLLECTION SERVICES	01121-53000	\$59,316	\$61,744	\$65,000	\$65,000	\$0	0%
REVALUATION	01121-53025	\$55,406	\$53,454	\$85,000	\$212,624	\$127,624	150.1%
ADVERTISING/MARKETING	01121-53408	\$4,797	\$3,937	\$8,000	\$8,000	\$0	0%
SUPPLIES	01121-54227	\$19,399	\$20,060	\$20,000	\$20,000	\$0	0%
Total General Government:		\$155,313	\$153,411	\$198,000	\$325,624	\$127,624	64.5%
Total Services & Supplies:		\$155,313	\$153,411	\$198,000	\$325,624	\$127,624	64.5%
Total Expense Objects:		\$1,189,642	\$1,157,568	\$1,248,221	\$1,462,207	\$213,986	17.1%



Line Item Description

Personnel

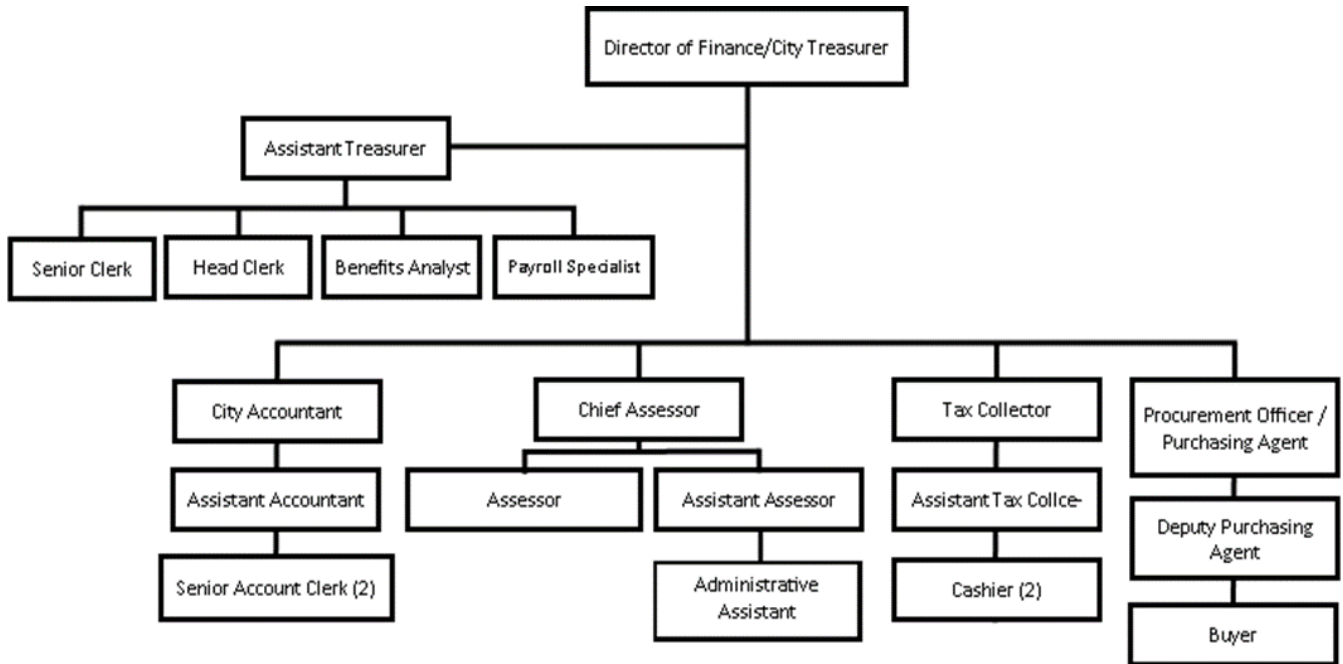
<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51033	City Accountant	Salary account for the City Accountant
51050	Administrative Assistant	Salary account for the Administrative Assistant in the Assessor's Office
51107	Chief Assessor	Salary account for the Chief Assessor
51054	Assessors	Salary account for the Assessor
51055	Treasurer	Salary account for the Finance Director/Treasurer
51056	Tax Collector	Salary account for the Tax Collector
51060	Assistant Treasurer	Salary account for the Assistant Treasurer
51062	Assistant Tax Collector	Salary account for the Assistant Tax Collector
51063	Purchasing Agent	Salary account for the Purchasing Agent
51068	Assistant Purchasing Agent	Salary account for the Assistant Purchasing Agent
51085	Head Clerk	Salary account for Head Clerk position in the Treasurer's Office
51086	Assistant Assessor	Salary account for the Assistant Assessor-former Head Clerk
51109	Buyer	Salary account for the buyer position within the Purchasing Office
51143	Payroll Specialist	Salary account for the Payroll specialist position within the Treasurer's Office
51144	Junior Accountant	Salary account for the Junior Accountant position with the Accounting Office
51146	Benefits Analyst	Salary account for the Benefits Analyst position within the Treasurer's Office
51148	Principal Clerk Cashiers	Salary account for the two cashier clerk positions within the Tax Collector's Office
51155	Senior Account Clerks	Salary account for the senior account clerk positions. One clerk position is within the Treasurer's office with the other 2 positions are within the Accounting office

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
53000	Tax Collection Services	Activities associated with the collection of taxes, such as the printing and mailing of the tax bills by our vendor
52404	Office Equipment Maintenance	Copier leases, printers & maintenance/supplies for the five departments within Finance & Administration
53025	Revaluation	Utilized for both the full and mini real estate revaluations that are required by the Department of Revenue
53408	Advertising/Marketing	Legal ads to post tax title takings and bid openings, filings at the Registry of Deeds, etc.
54227	Supplies	Purchase of supplies for the five departments within Finance & Administration, including payroll and accounts payable checks, W-2's, and general office supplies



Organizational Chart



Goal #1: Complete the fiscal year 2023 re-valuation

Objective: The Board of Assessors will successfully complete the fiscal year 2023 real and personal property re-valuation

Performance Measure: The Department of Revenue will certify the city's property values

Goal #2: Maintain a Free Cash balance above \$5 million

Objective: Maintain a Free Cash balance of above \$5 million.

Performance Measure: The Department of Revenue will certify the city's Free Cash balance in a amount above \$5 million.

Fire Department

Thomas Sammons

Chief

Mission Statement

The mission of the Pittsfield Fire department is to protect the lives and property of the citizens and visitors of Pittsfield from fire and other dangers, while providing them with a high quality of emergency and life safety services. We also provide emergency medical services in cooperation with private ambulance services within our community on a 24-hour-a-day basis.

In addition, we provide inspection and code enforcement, plans review, issue permits, fire prevention, school fire safety, senior fire safety, fire drills, fire education, and perform remedial actions at hazardous incidents, maintaining High-Angle Rescue Teams, Trench Rescue and Confined Space Entry Rescue Teams, Dive Team and Fire Investigation Units, Hazardous Materials Emergency Response as well as provide mutual aid to our surrounding communities when requested.

Department Description

The department accomplishes its mission by providing emergency, 24-hour fire and hazard response as well as medical services in cooperation with a private ambulance service. In addition, the department performs inspections and code enforcement, reviews plans, issues permits, provides fire prevention education (including school-aged children and senior fire safety and fire drills), performs remedial actions at hazardous incidents, maintains High-Angle Rescue Teams, Trench Rescue and Confined Space Entry Rescue Teams, Fire Investigation Units, Hazardous Materials Emergency Response and a Mobile Radio Communications unit, and provides mutual aid to our surrounding communities when requested.

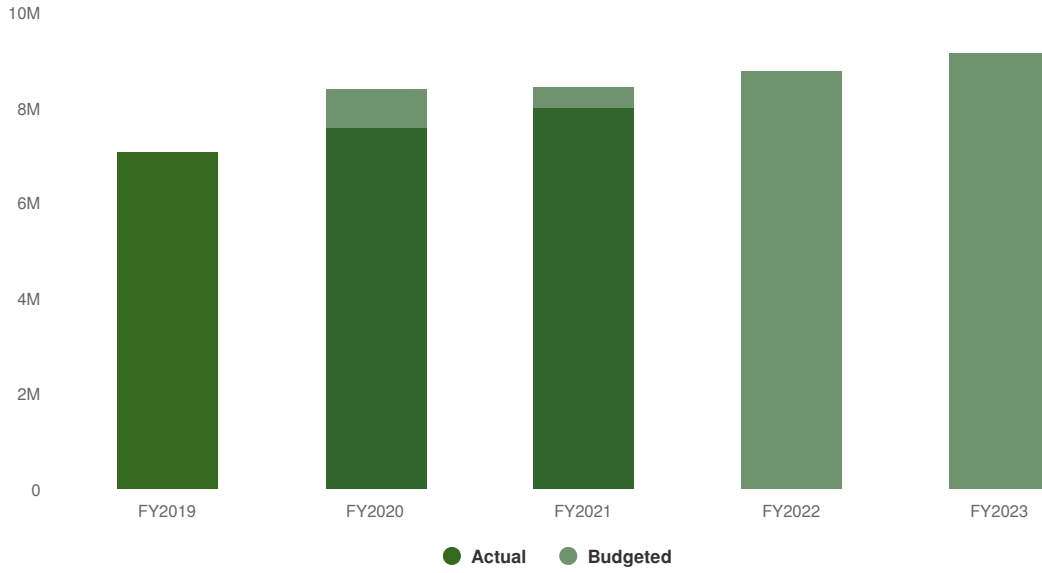
New Spending and Programs

There is no new spending or programming in the Fire Department in fiscal year 2023.

Expenditures Summary

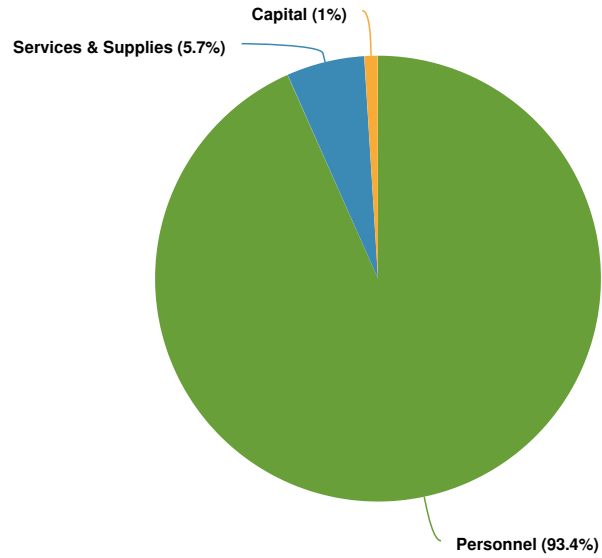
\$9,138,800 **\$357,366**
(4.07% vs. prior year)

Fire Department Proposed and Historical Budget vs. Actual

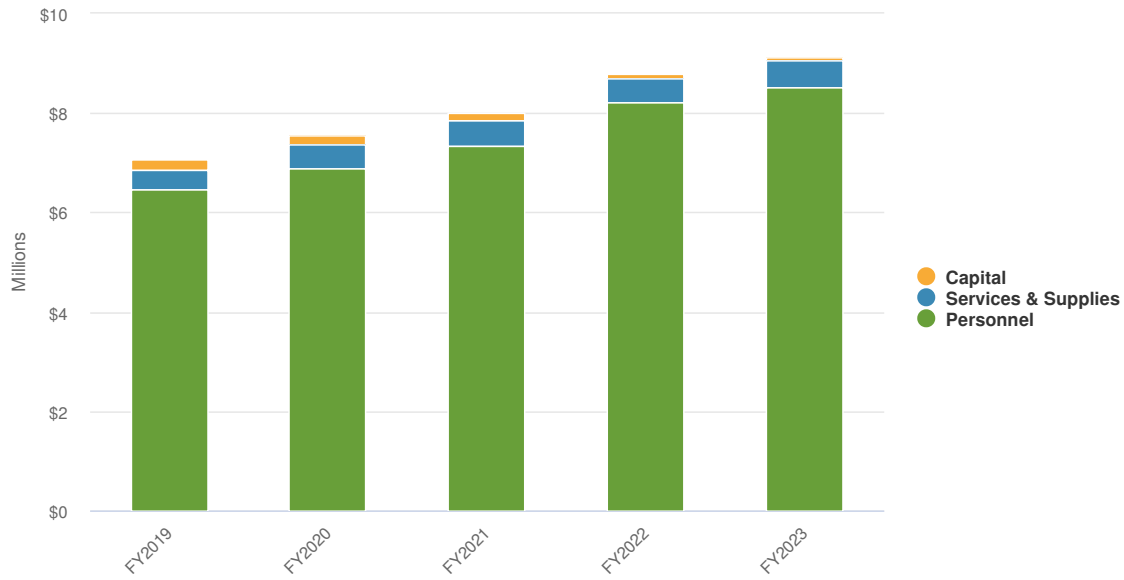


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
FIRE CHIEF	01180-51014	\$114,481	\$118,618	\$121,824	\$130,961	\$9,137	7.5%
DEPUTY FIRE CHIEF	01180-51028	\$407,691	\$428,973	\$435,280	\$455,000	\$19,720	4.5%
FIRE CAPTAINS	01180-51029	\$903,044	\$851,355	\$1,163,254	\$1,193,519	\$30,265	2.6%
FIRE LIEUTENANTS	01180-51036	\$1,110,879	\$1,198,725	\$1,298,300	\$1,329,266	\$30,966	2.4%
FIRE FIGHTERS	01180-51077	\$3,469,110	\$3,543,614	\$4,494,219	\$4,716,103	\$221,884	4.9%
HEAD CLERK	01180-51085	\$34,710	\$36,061	\$37,465	\$34,247	-\$3,218	-8.6%
MASTER MECHANIC	01180-51106	\$74,280	\$76,254	\$76,759	\$80,497	\$3,738	4.9%
PRINCIPAL CLERK	01180-51145	\$28,123	\$29,218	\$30,355	\$32,654	\$2,299	7.6%
OFFICE MANAGER	01180-51169	\$43,994	\$44,484	\$44,978	\$59,553	\$14,575	32.4%
EMERGENCY APPARATUS STAFFING	01180-51301	\$27,973	\$39,378	\$30,000	\$30,000	\$0	0%
EMERGENCY MANNING	01180-51303	\$659,917	\$960,333	\$450,000	\$450,000	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
ASSUMING ADD'L RESPONSE	01180-51401	\$10,050	\$10,275	\$20,000	\$20,000	\$0	0%
Total Personnel:		\$6,884,252	\$7,337,287	\$8,202,434	\$8,531,800	\$329,366	4%
Services & Supplies							
MAINTENANCE	01180-52400	\$31,705	\$14,522	\$15,000	\$15,000	\$0	0%
VEHICLE MAINTENANCE	01180-52500	\$220,962	\$249,010	\$225,000	\$230,000	\$5,000	2.2%
MEDICAL MAINTENANCE	01180-52505	\$8,452	\$13,135	\$15,000	\$17,000	\$2,000	13.3%
EDUCATION & TRAINING	01180-53018	\$20,459	\$23,586	\$22,000	\$25,000	\$3,000	13.6%
CONTRACTUAL SERVICES-COMMUN	01180-53400	\$40,277	\$49,093	\$50,000	\$55,000	\$5,000	10%
SPECIAL OPS TRAINING	01180-53801	\$32,053	\$39,011	\$35,000	\$40,000	\$5,000	14.3%
SUPPLIES	01180-54227	\$7,649	\$9,335	\$10,000	\$10,000	\$0	0%
UNIFORMS	01180-55000	\$120,003	\$124,060	\$122,000	\$125,000	\$3,000	2.5%
Total Services & Supplies:		\$481,560	\$521,752	\$494,000	\$517,000	\$23,000	4.7%
Capital							
EQUIPMENT	01180-58500	\$98,420	\$86,719	\$40,000	\$45,000	\$5,000	12.5%
EQUIPMENT REPLACEMENT	01180-58502	\$103,420	\$51,665	\$45,000	\$45,000	\$0	0%
Total Capital:		\$201,840	\$138,383	\$85,000	\$90,000	\$5,000	5.9%
Total Expense Objects:		\$7,567,652	\$7,997,423	\$8,781,434	\$9,138,800	\$357,366	4.1%



Line item Description

Personnel

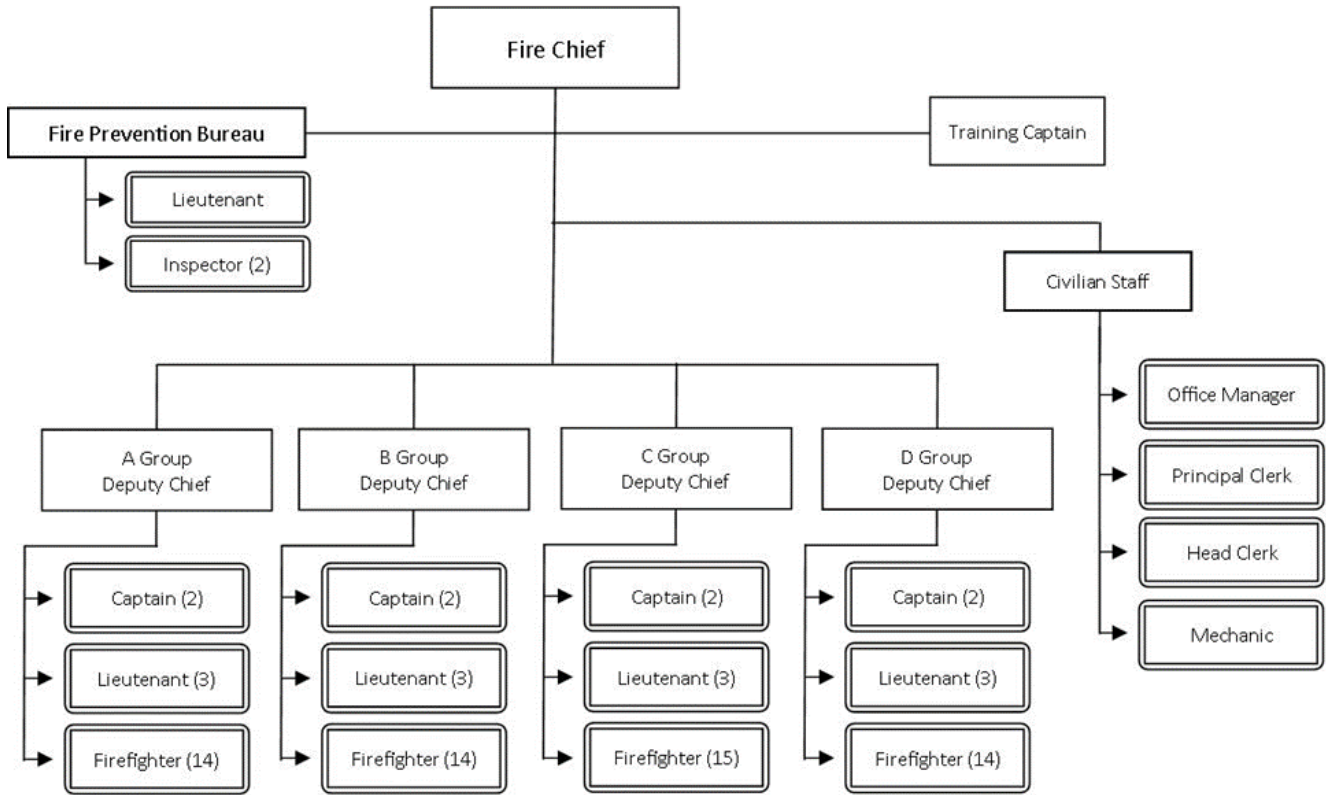
<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51014	Fire Chief	Salary account for the Fire Chief
51028	Deputy Fire Chiefs	Salary account for the Deputy Fire Chiefs
51029	Fire Captains	Salary account for the Fire Captains
51036	Fire Lieutenants	Salary account for the Fire Lieutenants
51077	Fire Fighters	Salary account for Fire Fighters
51085	Head Clerk	Salary account for the Head Clerk
51106	Master Mechanic	Salary account for the Master Mechanic
51145	Principal Clerk	Salary account for the Principal Clerk
51169	Sr. Financial Office Manager	Salary account for the Sr. Financial Office Manager
53801	Special Operations Training	Overtime for HazMat Team members for training
51301	Emergency Apparatus Staffing	Supplemental payroll account for staff who are called in on an emergency basis to man reserve fire apparatus on greater alarm fires
51303	Emergency Manning	Overtime to maintain our minimum staffing level of 18 personnel per shift
51401	Assuming Additional Response	Supplemental payroll account used for staff working out of grade

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
55000	Uniforms	This account is used to fund uniforms and other items per contractual obligations.
52400	Maintenance	Cleaning supplies, paper towels, toilet paper at five fire stations
52500	Vehicle Maintenance	Expenses for vehicle maintenance
52505	Medical Maintenance	Medical supplies and annual service for Ventis Meters (approx. \$3,000)
53018	Education & Training	Training meetings throughout the year for the Fire Chief, Fire Investigation Unit, Technical Rescue Team and a contractual health club reimbursement of \$200 per employee
53801	Special Operations Training	Supplies and expenses for the Arson Investigation team, the Technical Rescue, and the Dive Team
54227	Supplies	Office supplies, toner and printer supplies
58500	Equipment	Purchase of new equipment (e.g. hose, nozzles, jaws)
58502	Equipment Replacement	Replacement of broken equipment
53400	Contractual Services-Communication	Expenses related to internet, cell phones, security system, radio contract, photo copier lease and all of our annual service contracts.



Organizational Chart



Goal #1: Renovation updates for all (5) fire houses

Objective: To repair/replace all existing problems at all of the fire stations.

Performance Measure: To have a plan in effect that will cover all repairs necessary and a timeline in force addressing all the issues.

Goal #2: Continuing Education for all members of the Pittsfield Fire Department

Objective: To provide every employee with the necessary and sometimes mandated continuing education to keep our members up to date with the constant changes within the fire services.

Performance Measure: To continue the license and certifications required for all employees.

Goal #3: Vehicle Maintenance Plan

Objective: To continue with the current plan of upgrading our aging fleet

Performance Measure: To have our fleet evaluated and continue to have a plan in force to be able to obtain quotes necessary to repair/order new vehicles as necessary.



Goal #4: Maintain Health & Safety for All Members

Objective: Cancer is one of the #1 fact firefighters face every day while doing their job. Preventive care is essential, we need to continue to provide the educational, and equipment needed to protect our members. Continue to promote health/Wellness initiatives.

Performance Measure: Cancer Screenings done annually.



Health Department

Andy Cambi

Director

Mission Statement

The mission of the Health Department is to protect and improve the health and quality of life of Pittsfield residents and visitors through the implementation of disease prevention programs, health promotion, public outreach, education as well as the promulgation and enforcement of all applicable health department, City, State, and Federal Regulations.

Department Description

The Health Department performs a number of tasks vital to the health of City residents and visitors, including:

- Inspecting and permitting businesses that provide certain services to the public to ensure compliance with sanitary codes (e.g. camp grounds, hotels/motels, body art practitioners, public swimming pools, restaurants, etc.),
- Inspecting housing units for compliance with minimum standards for habitation,
- Responding to complaints of public health nuisances,
- Witnessing percolation tests and soil evaluations,
- Testing water of public and semi-public swimming pools and beaches,
- Inspecting subsurface sewage disposal systems,
- Investigating both food borne and water borne illnesses,
- Permitting funeral directors and maintaining burial records,
- Planning and preparing the City of Pittsfield for myriad emergencies, and

Providing public health nursing services for communicable diseases case management, surveillance, and investigation

New Spending and Program

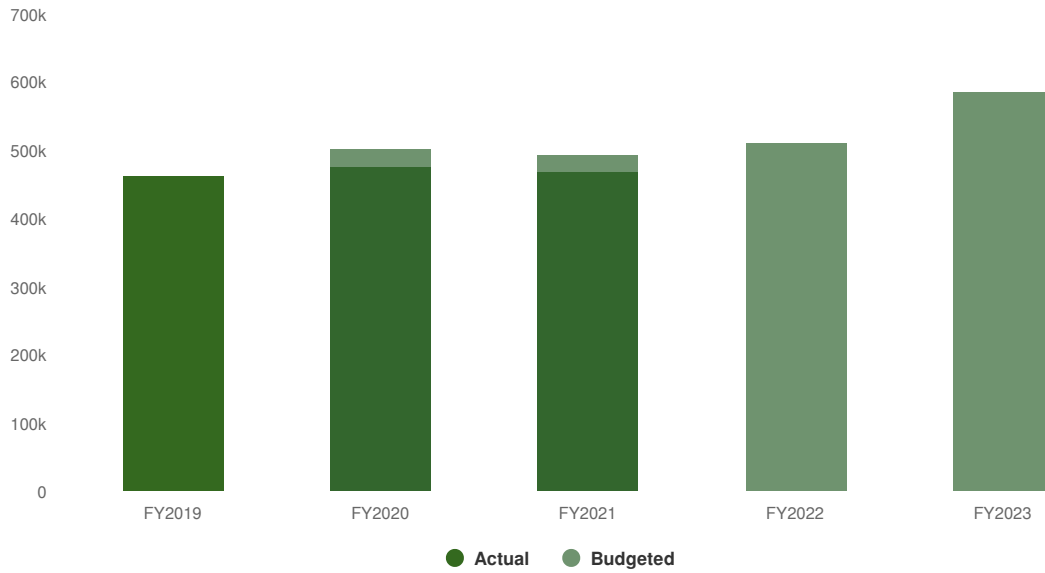
The fiscal year 2023 budget includes a new position of a licensed social worker to assist in the city's efforts to address mental health issues.

Expenditures Summary

\$586,572 **\$76,459**
(14.99% vs. prior year)

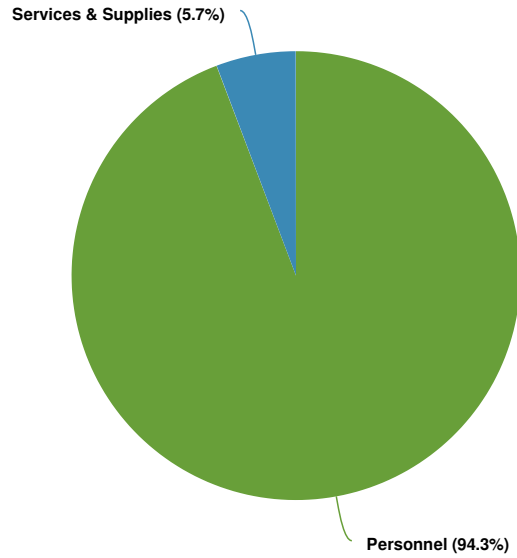


Health Department Proposed and Historical Budget vs. Actual

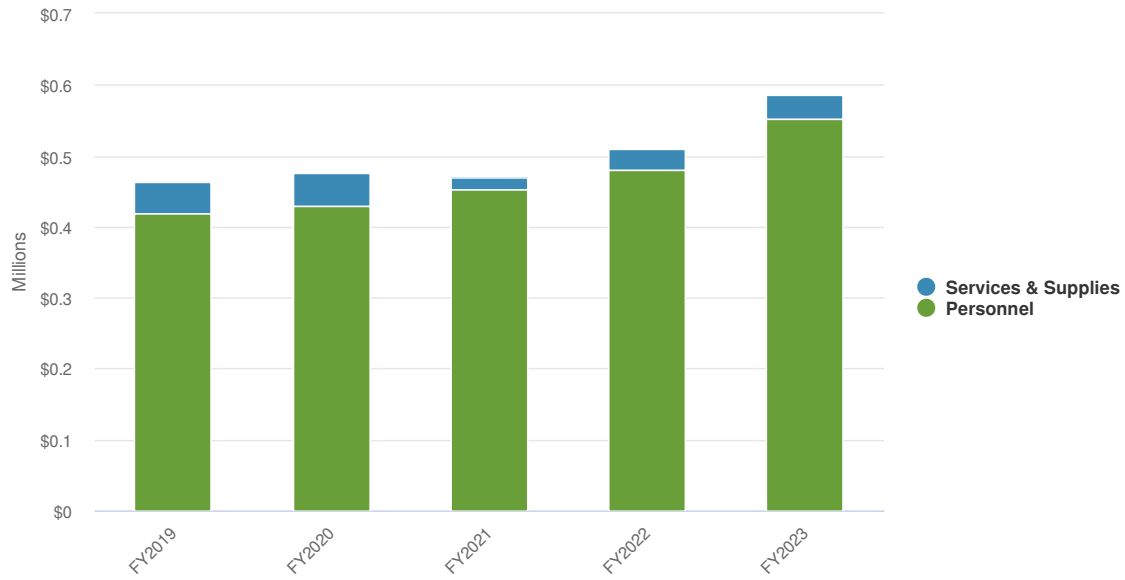


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
BOH DIRECTOR	01024-51003	\$70,061	\$75,663	\$80,500	\$83,743	\$3,243	4%
SENIOR SANITARIAN	01024-51038	\$51,047	\$53,939	\$57,411	\$52,390	-\$5,021	-8.7%
ANIMAL INSPECTOR	01024-51043	\$4,500	\$4,500	\$4,500	\$4,500	\$0	0%
SANITARIANS	01024-51052	\$90,992	\$94,410	\$98,593	\$93,810	-\$4,783	-4.9%
SR CODE ENFORCEMENT INSPECTOR	01024-51053	\$48,169	\$48,863	\$50,988	\$49,020	-\$1,968	-3.9%
NUISANCE CONTROL OFFICER	01024-51071	\$32,183	\$37,802	\$39,424	\$37,901	-\$1,523	-3.9%
OFFICE MANAGER	01024-51085	\$39,470	\$36,805	\$41,622	\$43,408	\$1,786	4.3%
PUBLIC HEALTH NURSE	01024-51124	\$54,969	\$70,064	\$72,537	\$77,352	\$4,815	6.6%
ADMINISTRATIVE ASSISTANT	01024-51148	\$36,710	\$28,441	\$32,838	\$34,248	\$1,410	4.3%
LICENSED SOCIAL WORKER	01024-51184	\$0	\$0	\$0	\$75,000	\$75,000	N/A
BD OF HEALTH CLERK	01024-51186	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Total Personnel:		\$429,602	\$451,986	\$479,913	\$552,872	\$72,959	15.2%
Services & Supplies							
CONTRACTUAL SERVICES	01024-52000	\$1,675	\$450	\$2,000	\$3,000	\$1,000	50%
TELEPHONE	01024-52300	\$1,369	\$1,470	\$1,500	\$1,500	\$0	0%
OFFICE EQUIPMENT MAINTENANCE	01024-52404	\$3,047	\$2,519	\$3,000	\$3,000	\$0	0%
PROPERTY DEMOLITIONS	01024-52950	\$18,312	\$0	\$0	\$0	\$0	0%
EDUCATION & TRAINING	01024-53018	\$2,066	\$1,495	\$2,000	\$4,000	\$2,000	100%
NUISANCE ABATEMENT	01024-53021	\$3,925	\$0	\$5,000	\$5,000	\$0	0%
CODE ENFORCEMENT	01024-53080	\$2,391	\$459	\$2,500	\$2,500	\$0	0%
MEDICAL SUPPLIES	01024-54205	\$8,484	\$7,571	\$9,000	\$9,000	\$0	0%
WATER TESTING	01024-54220	\$1,342	\$1,000	\$1,500	\$2,000	\$500	33.3%
SUPPLIES	01024-54227	\$3,096	\$1,278	\$2,000	\$2,000	\$0	0%
UNIFORMS	01024-55000	\$1,128	\$1,307	\$1,700	\$1,700	\$0	0%
Total Services & Supplies:		\$46,837	\$17,549	\$30,200	\$33,700	\$3,500	11.6%
Total Expense Objects:		\$476,439	\$469,536	\$510,113	\$586,572	\$76,459	15%



Line Item Description

Personnel

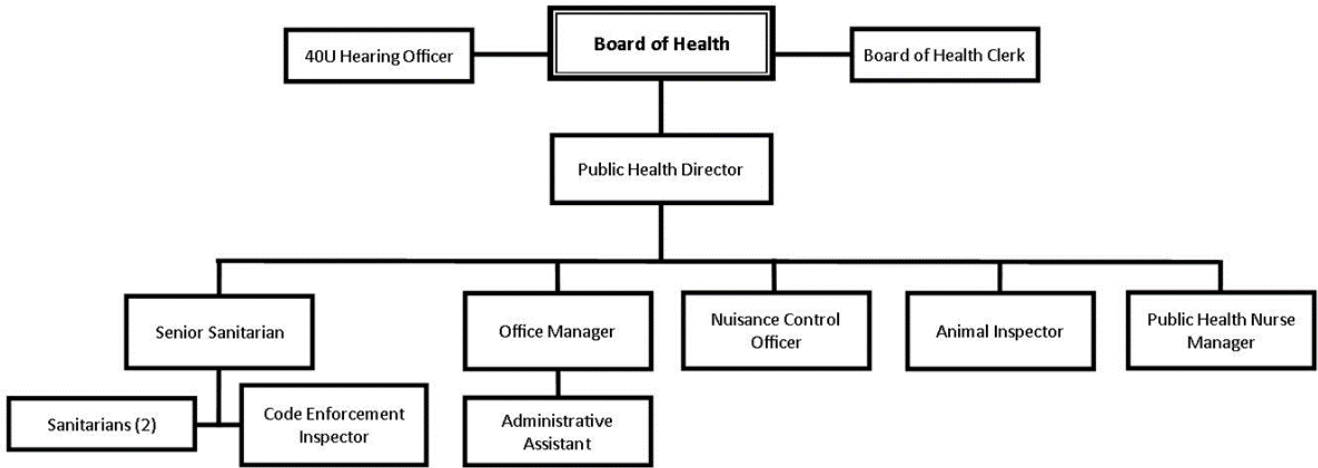
Account	Account Name	Description
51003	Director of Public Health	Salary account for the Director of Public Health
51038	Senior Sanitarian	Salary account for the full time senior sanitarian
51043	Animal Inspector	Salary account for the part time animal inspector at the Police Department
51052	Sanitarians	Salary account for the two full time sanitarians
51053	Code Enforcement Inspector	Salary account for the full time code enforcement inspector
51071	Nuisance Control Officer	Salary account for the full time nuisance control officer
51085	Office Manager	Salary account for the full time office manager
51124	Public Health Nurse Manager	Salary account for the part time nurse manager
51184	Licensed Social Worker (new)	Salary account for the full-time licensed social worker
51148	Administrative Assistant	Salary account for the full-time Administrative Assistant
51186	Board of Health Clerk	Salary account for stipends for the clerk at monthly Board of Health meetings

Expenses

Account	Account Name	Description
54220	Water Testing	Supplies for in-house, year-round bacterial analysis for public indoor/outdoor pools and beaches
55000	Uniform Allowance	Per S & P Union contract, three health inspectors receive a \$300 stipend annually.
52000	Contractual Services	Fees for licensed Soil Evaluator and per diem Public Health Nursing Services
52300	Telephone	Six cell phones for Director, Public Health Nurse, 4 inspectors
52404	Office Equipment Maintenance	Photo copier monthly lease and maintenance
53018	Education & Training	Education and training for Board of Health members and Health Department staff
53021	Nuisance Abatement	Contracting with vendor to correct exterior property maintenance violations and securing properties when interested parties are non-compliant with correction orders
53080	Code Enforcement	Civil process services by Sheriff, Registry of Deeds filing; public notices of BOH orders, temporary housing for occupants affected by condemnation/orders to vacate when property owners are not compliant with alternative housing
53408	Advertising/Marketing	BOH policy public notices, position vacancies
52950	Property Demolition	The Code Enforcement committee has identified and prioritized ten properties ready for demolition. A cost share between Health Department and Community Development
54205	Medical Supplies	Flu clinic supplies and vaccine for city employees, AED equipment maintenance, screening supplies, rabies testing
54227	Supplies	Office, inspector equipment/supplies, technology equipment



Organizational Chart



Goal #1: Onboarding new staff to fill vacancies within the Department

Objective: The Health department will work with the human resource department to fill the vacancies in the health department by job recruiting and hiring.

Performance Measure: The Health department will hire 4 new staff members by the end of FY23

Goal #2 Have a stronger community presence to improve residents' quality of life

Objective: Once the public health nurse role is filled within the health department. The public health nurse will do community outreach by attending community events on a regular basis to provide education and outreach.

Performance Measures: The public health nurse will report quarterly at the board of health meetings in regards to the events hosted or attend for community presence.

Human Resources

Michael Taylor

Director

Mission Statement

The mission of the Human Resources Department (HR) is to support the City of Pittsfield's vision by promoting the concept that our employees are our most valuable resource and will be treated as such. The HR Department will recruit, develop, and retain a high performing workforce, while simultaneously recognizing and encouraging the value of diversity and championing professional growth. We shall further cultivate a healthy, safe, and productive work environment for all employees by anticipating and meeting the changing needs of our workforce.

Department Description

The Human Resources Department is committed to a broad range of personnel services and benefits designed to develop and maintain a high quality workforce, while also meeting the needs of our community for excellence in municipal services. HR serves as the official custodian for all municipal personnel records, and is ultimately responsible for managing the City's recruitment and onboarding processes, which often involves the maintenance of civil service requirements under Massachusetts General Law, Chapter 31.

In addition, the department is responsible for negotiating, drafting, and interpreting collective bargaining agreements, as well as drafting, implementing, and enforcing City policies such as but not limited to: Affirmative Action, Family & Medical Leave, Sexual Harassment and Workplace Violence, Drug & Alcohol, and Internet & Social Media policies.

The Human Resources Department also works to ensure compliance is maintained throughout other departments as it relates to collective bargaining agreements, public safety rules & regulations, and City Code, Chapter 16, Personnel.

The Director serves as the coordinator for the Personnel Review Board. This board acts as an advisory board to the Mayor and City Council in connection with the creation of new positions and upgrades. The Director also serves as the ADA Coordinator for the City and facilitates resolutions to any complaints related to handicapped accessibility to City owned buildings and property.

New Spending and Programs

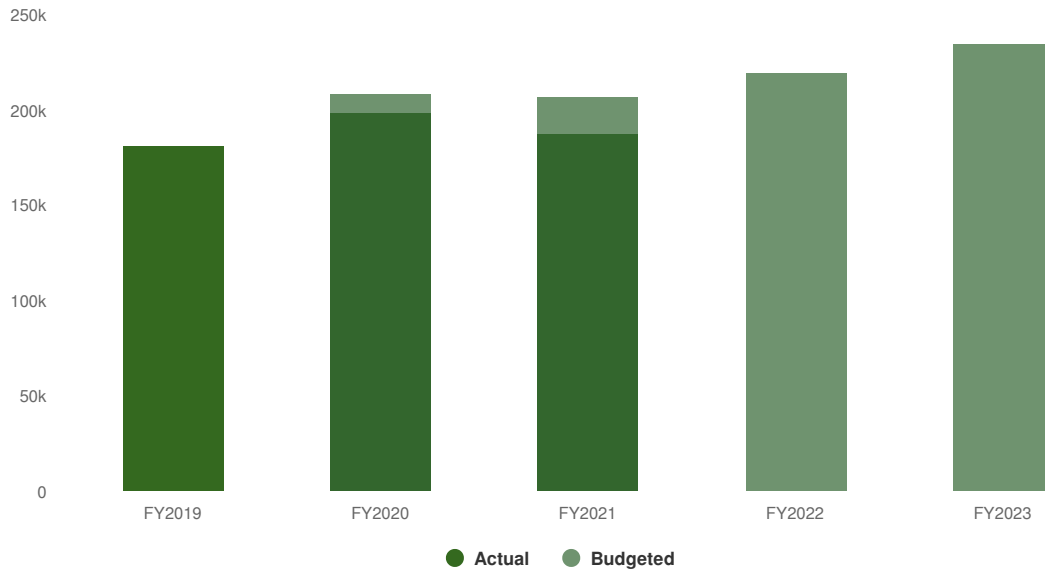
There are no new spending or programs proposed for fiscal year 2023.

Expenditures Summary

\$234,048 **\$15,066**
(6.88% vs. prior year)

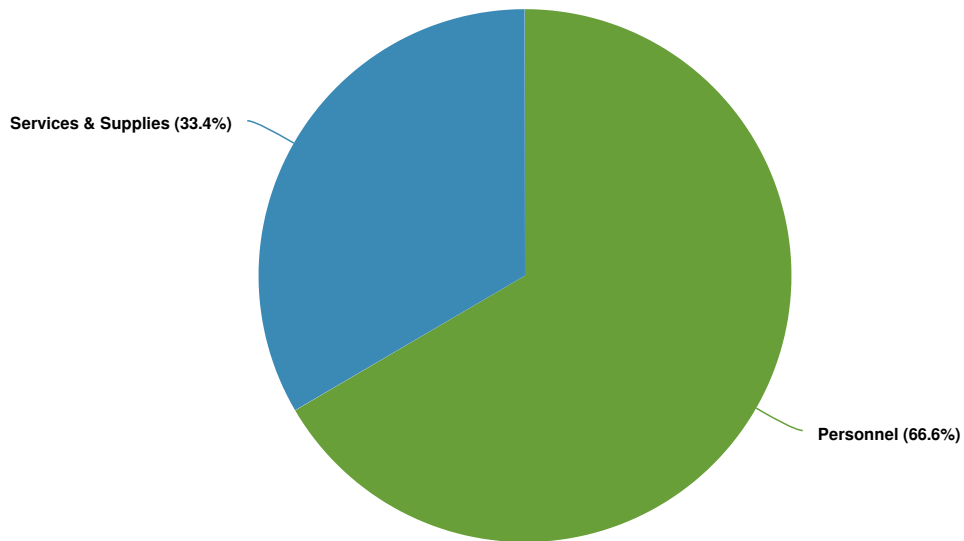


Human Resources Proposed and Historical Budget vs. Actual

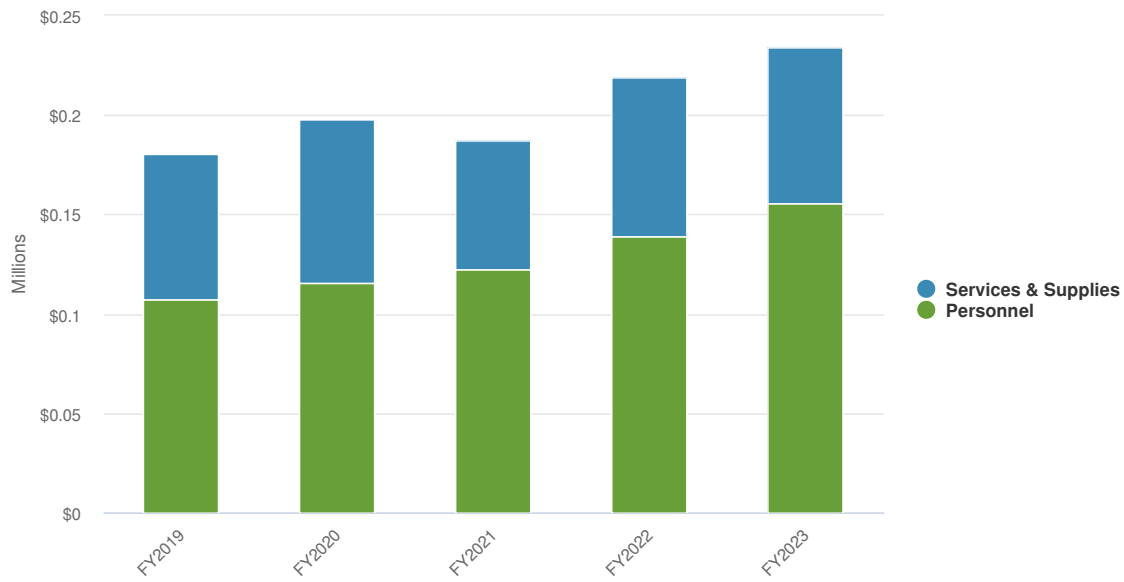


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
General Government							
DIRECTOR OF HUMAN RESOURCES	01111-51025	\$72,518	\$75,814	\$90,430	\$97,212	\$6,782	7.5%
HUMAN RESOURCE SPECIALIST	01111-51039	\$42,920	\$45,090	\$48,452	\$52,086	\$3,634	7.5%
STIPEND - LANGUAGE PROF	01111-51910	\$0	\$1,750	\$0	\$6,500	\$6,500	N/A
Total General Government:		\$115,438	\$122,654	\$138,882	\$155,798	\$16,916	12.2%
Total Personnel:		\$115,438	\$122,654	\$138,882	\$155,798	\$16,916	12.2%
Services & Supplies							
General Government							
MEDICAL SERVICES	01111-53010	\$42,312	\$23,966	\$30,000	\$30,000	\$0	0%
EDUCATION & TRAINING	01111-53018	\$4,949	\$11,703	\$13,500	\$15,000	\$1,500	11.1%
ONLINE APPLICATION PROGRAM	01111-53050	\$4,800	\$5,200	\$5,600	\$9,750	\$4,150	74.1%
ASSESSMENT CENTERS	01111-53175	\$18,113	\$14,286	\$19,500	\$15,000	-\$4,500	-23.1%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
EDUCATIONAL OPPORTUNITY	01111-53200	\$4,335	\$0	\$0	\$0	\$0	0%
RECRUITMENT & RETENTION	01111-53408	\$1,129	\$3,593	\$3,000	\$5,000	\$2,000	66.7%
SUPPLIES	01111-54227	\$2,978	\$2,650	\$3,500	\$3,500	\$0	0%
WORKFORCE DIVERSITY EXPENSES	01111-57725	\$3,671	\$3,037	\$5,000	\$0	-\$5,000	-100%
Total General Government:		\$82,288	\$64,434	\$80,100	\$78,250	-\$1,850	-2.3%
Total Services & Supplies:		\$82,288	\$64,434	\$80,100	\$78,250	-\$1,850	-2.3%
Total Expense Objects:		\$197,726	\$187,088	\$218,982	\$234,048	\$15,066	6.9%

Line Item Description

Personnel

Account	Account Name	Description
51025	Director of Human Resources	Salary for the Director of Human Resources
51039	Human Resources Specialist	Salary for the Human Resources Specialist

Expenses

Account	Account Name	Description
53018	Professional Development	Any training provided to employees as requested by Human Resources as well as association memberships, contractual certifications, and tuition reimbursements
53200	Educational Opportunity	Merged with Professional Development
53010	Medical Services	pre-employment, DOT, and drug screening physicals & tests
53050	Online Application Program	Cost of the City's online applicant tracking system
53408	Advertising/Marketing	Costs associated with career fairs & job advertising
57725	Diversity & Inclusion	Costs associated with increasing workforce diversity and inclusion
54227	Supplies	Copier lease and annual supply collaborative
53175	Assessment Center	Costs associated with utilizing an assessment center for civil service promotional exams for Police and Fire personnel



Organizational Chart



Goal #1: Complete implementation of ExecuTime

Objective: ExecuTime, more commonly referred to as “Time and Attendance”, will help streamline payroll and human resources processes. It shall offer employees self-service functionalities, and allow managers to closely manage overtime, job costing, and labor data to reduce expenses. ExecuTime aims to increase productivity while reducing errors. It will also help the Human Resources Department with benefits accrual tracking.

Performance measures: Continue working with Tyler Technology on implementation strategies, and slowly roll out ExecuTime in two phases: Phase #1 City Hall employees and Phase #2 Public Safety Employees.

Goal #2: Streamline new hire onboarding processes

Objective: HR works with Keldair for Applicant Tracking, and intends to integrate the company's Onboarding features. This will allow us to collect information from new hires and process forms electronically, using e-signatures, and reducing paper significantly. This may also be helpful if we are ever in a situation where we are required to conduct work remotely, as it will not hinder our ability to properly and efficiently onboard new employees.

Performance measures: This new method will be implemented beginning in the new fiscal year. Reduce paper use in department up to 50%.

Goal #3: Digitize personnel records

Objective: Having to rely on physical files was a huge obstacle during the pandemic when working remotely. Moving our files to a digital platform will not only reduce paper, it will provide HR access to these files no matter where we are working from, as well as make responses to records request quick and efficient.

Performance measures: Will aid in paper reduction and increased workflow processes and productivity.

Goal #4: Assist in building the Department of Diversity, Equity, and Inclusion

Objective: This is a brand new department with a new Director. HR will collaborate with the Chief Diversity Officer to help fully establish this office and orient them to the organization, while supporting their initiatives to further DEI in the workplace.

Performance measures: Assist CDO in establishing a strategic plan as well as establish an employee training schedule

Information Technology

Michael Steben

Director

Mission Statement

The mission of the Information Technology Department is to provide other city departments with technology products and technical consulting and support services. The services that the department provides to city departments support those departments to in turn provide services to residents, businesses, and visitors.

Department Description

At its core Information Technology is a service industry that provides technology solutions and support to a wide variety of different vertical markets. The Information Technology Department will adhere to industry standard best practices and apply them in a cost effective manner that supports the Mayor's vision and the vision of other city departments. This will be accomplished by performing constant analysis of industry trends as pertains to infrastructure, security, client services, and client hardware. The department will advise the Mayor and other city departments regarding the strategic direction that the City should take in order to fully utilize technology to provide services to residents, businesses, and visitors of the City of Pittsfield.

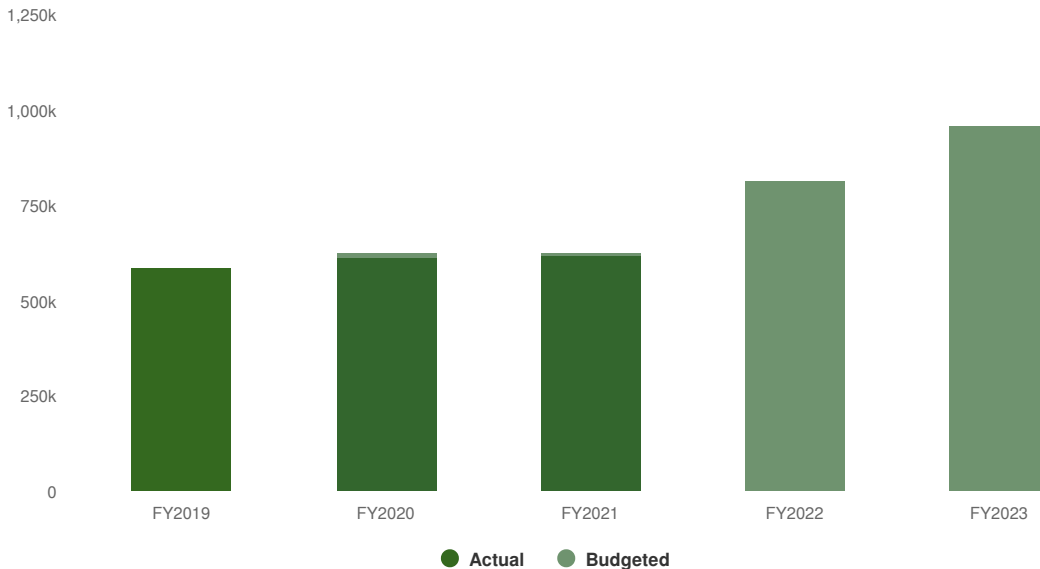
New Spending and Programs

New investments are required in software upgrades for the City's account system and cybersecurity.

Expenditures Summary

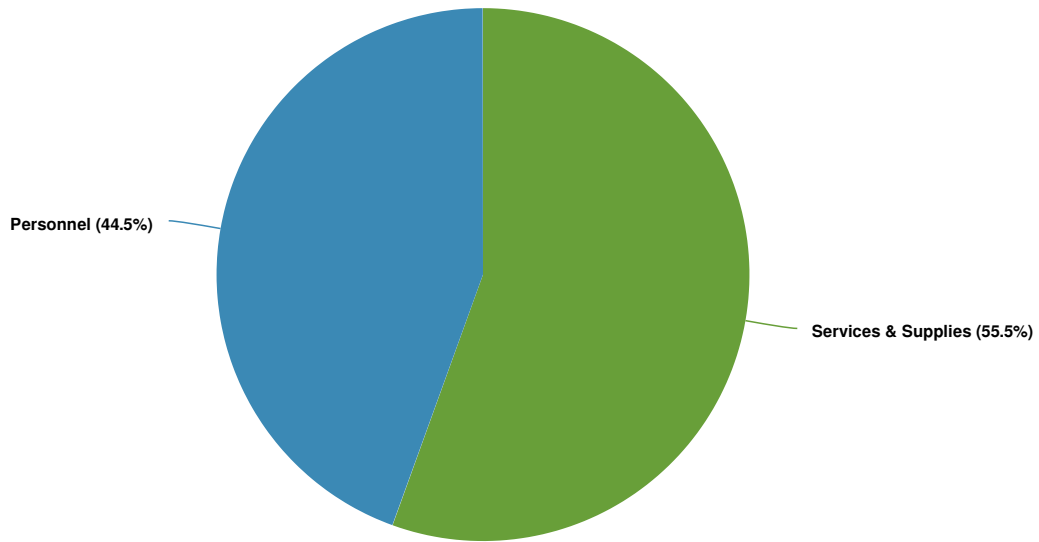
\$958,501 **\$143,955**
(17.67% vs. prior year)

Information Technology Proposed and Historical Budget vs. Actual

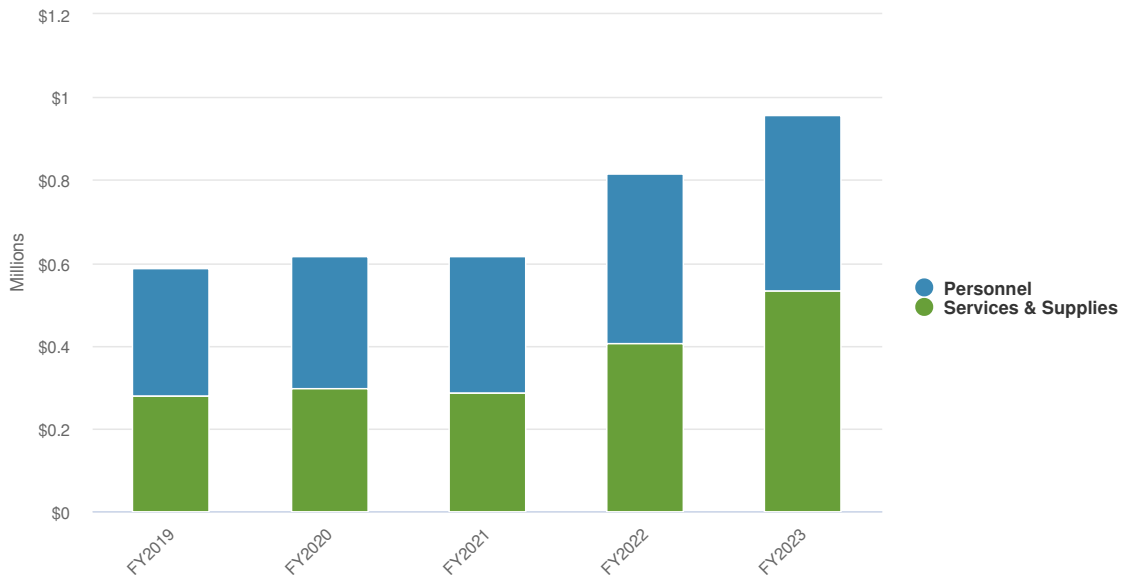


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Personnel							
IT MANAGER	01155-51007	\$72,518	\$75,814	\$78,875	\$84,790	\$5,915	7.5%
INFO SYSTEMS SPECIALISTS	01155-51058	\$126,620	\$129,741	\$133,474	\$136,000	\$2,526	1.9%
NETWORK ADMINISTRATOR	01155-51078	\$120,286	\$123,161	\$126,611	\$130,000	\$3,389	2.7%
IT SUPPORT SPECIALIST II	01155-51122	\$0	\$0	\$71,000	\$75,478	\$4,478	6.3%
Total Personnel:		\$319,423	\$328,716	\$409,960	\$426,268	\$16,308	4%
Services & Supplies							
COMPUTER UPGRADE & REPAIR	01155-52403	\$42,219	\$23,479	\$27,500	\$33,000	\$5,500	20%
COMPUTER LICENSE/SUPPORT	01155-53055	\$253,000	\$264,661	\$376,086	\$498,233	\$122,147	32.5%
SUPPLIES	01155-54227	\$460	\$64	\$1,000	\$1,000	\$0	0%
Total Services & Supplies:		\$295,679	\$288,204	\$404,586	\$532,233	\$127,647	31.6%
Total Expense Objects:		\$615,103	\$616,920	\$814,546	\$958,501	\$143,955	17.7%

Line Item Description

Personnel

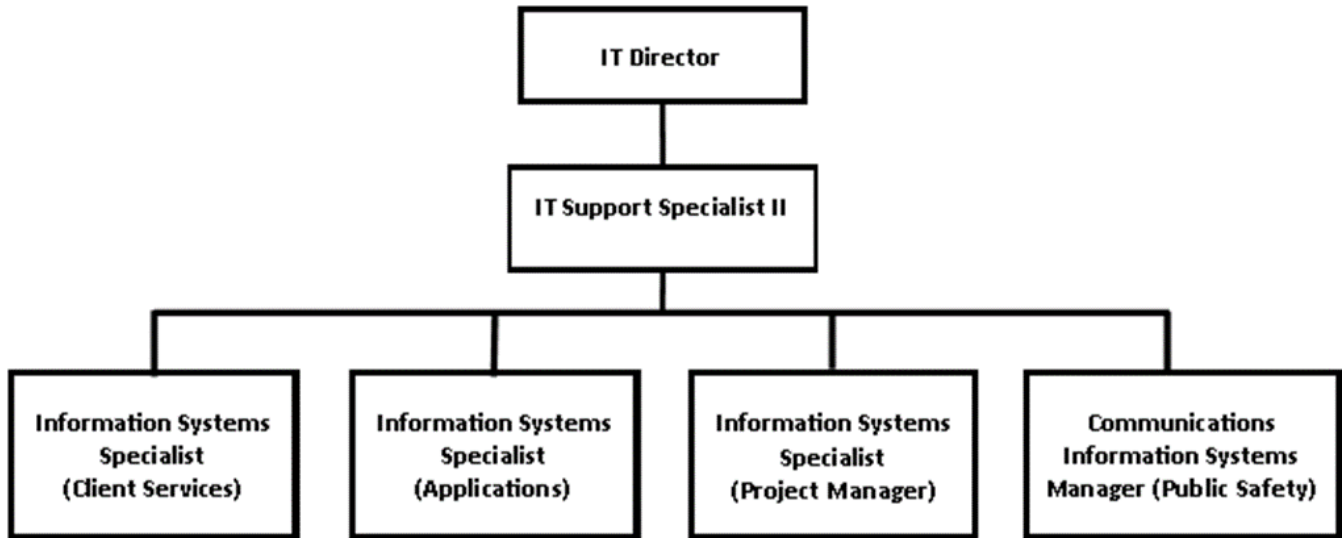
Account	Account Name	Description
51007	IT Manager	Salary account for the IT Manager
NEW	IT Support Specialist II	Salary for the IT Support Specialist II
51058	Info Systems Specialists	Salary account for the three Info Systems Specialists
51378	Network Administrator	Salary account for the Network Administrator

Expenses

Account	Account Name	Description
52403	Computer Upgrade & Repair	IT related hardware expenses
53055	Computer License/Support	IT related software expenses such as Munis and other subscription based software products
54227	Office Supplies	Office supplies



Organizational Chart



Goal #1: Upgrade data center

Objective: Replace aging servers with new server hardware.

Performance Measure: Data center upgrade will be successfully completed by the end of FY2023.

Mayoral Focus Area: Embrace Technology.

Goal #2: Implement Tyler Technologies software upgrades

Objective: All Tyler Technologies software including Munis and iasWorld will be migrated from our on-premise servers to Tyler Technologies cloud based SaaS platform.

Performance Measure: This initiative will be completed by the end of FY2023 and will include employee training.

Mayoral Focus Area: Embrace Technology.

Mayor's Office

Linda M. Tyer

Mayor

Mission Statement

The mission of the Mayor's Office is to lead the operation and management of City government. The Mayor's Office ensures that residents, businesses and visitors receive quality City services from City departments, boards, and other representatives, and that City government complies with the policy decisions of the City Council and the School Committee.

Department Description

The executive powers of the city shall be vested solely in the mayor and may be exercised by the mayor either personally or through the several city agencies under the general supervision and control of the office of the mayor. The mayor shall cause the charter, laws, ordinances and other orders of the city government to be enforced and shall cause a record of all official acts of the executive branch of the city government to be kept. The mayor shall exercise general supervision and direction over all city agencies, unless otherwise provided by law or by this charter. The mayor shall supervise, direct and be responsible for the efficient administration of all city activities and functions placed under the control of the mayor by law or by this charter. The mayor shall be responsible for the efficient and effective coordination of the activities of all agencies of the city and may call together for consultation, conference and discussion, at reasonable times, all persons serving the city, whether elected directly by the voters, chosen by persons elected directly by the voters or otherwise. The mayor shall be, by virtue of the office, a member of every appointed multiple-member body of the city. The mayor may, as such ex officio member, attend a meeting of an appointed multiple-member body of the city, at any time, including, so called executive sessions, to participate in the discussions of that body, but shall not have the right to vote. The mayor shall appoint, subject to review by the city council under section 2-10, all department heads and the members of multiple-member bodies for whom no other method of appointment or selection is provided by the charter; provided, however, that this shall not include persons serving under the school committee and persons serving under the city council.

New Spending and Programs

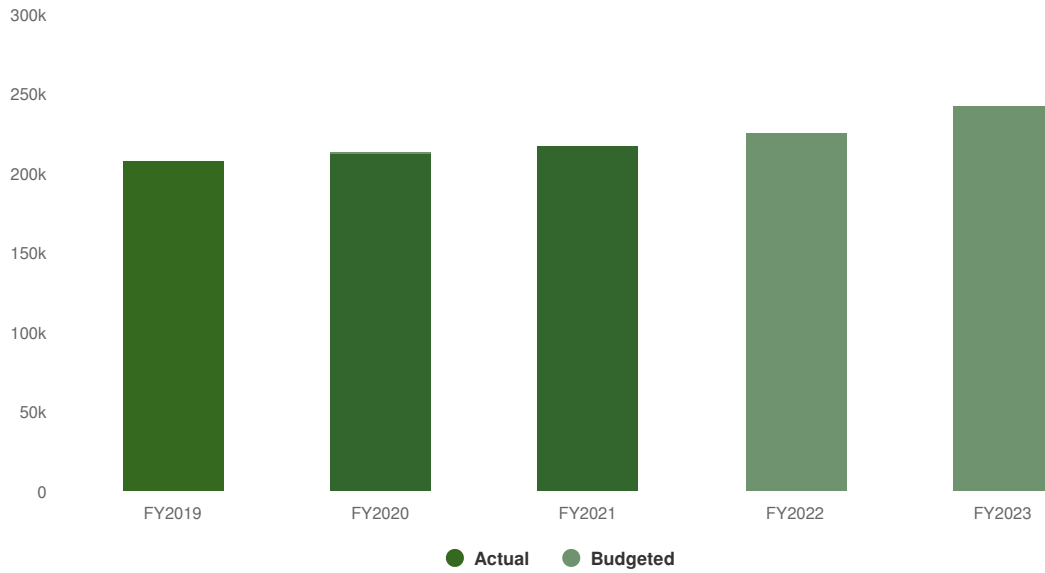
The Mayor's Office will resume the Citizens Academy Program in fiscal year 2023. The Citizens Academy is a free 10-week session program designed to teach citizens about how their local government operates. The academy gives first-hand exposure to many city departments to highlight their various functions in municipal government. Participants will also gain insight into opportunities in how they can be more involved at the local government level.

Expenditures Summary

\$242,784 **\$16,876**
(7.47% vs. prior year)

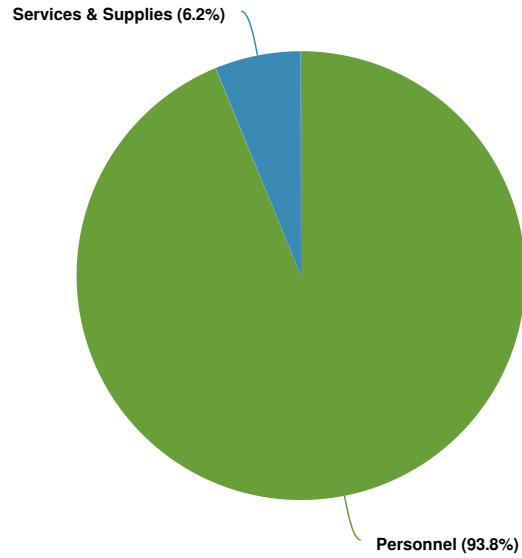


Mayor's Office Proposed and Historical Budget vs. Actual

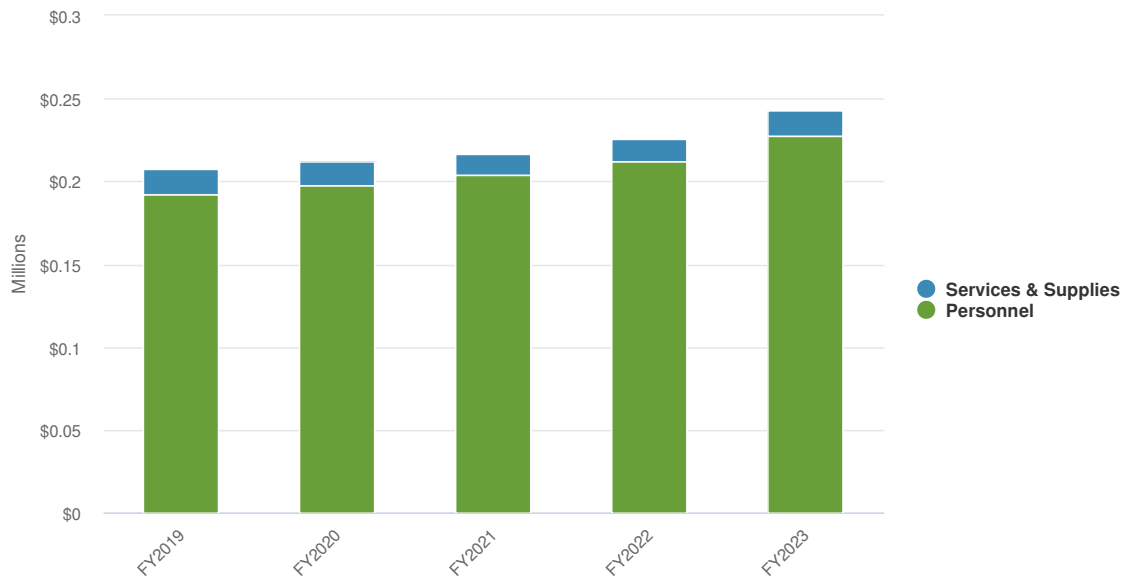


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
MAYOR	01011-51000	\$98,547	\$101,011	\$102,428	\$110,100	\$7,672	7.5%
DIRCTR OF ADMIN SRVCS	01011-51040	\$58,100	\$60,744	\$62,889	\$67,605	\$4,716	7.5%
EXECUTIVE ASSISTANT	01011-51050	\$41,106	\$42,125	\$46,516	\$50,004	\$3,488	7.5%
Total Personnel:		\$197,753	\$203,880	\$211,833	\$227,709	\$15,876	7.5%
Services & Supplies							
ADVERTISING/MARKETING	01011-53408	\$240	\$0	\$125	\$125	\$0	0%
SUPPLIES	01011-54227	\$2,494	\$1,260	\$2,450	\$2,450	\$0	0%
TRAVEL	01011-57100	\$167	\$0	\$0	\$1,000	\$1,000	N/A
MEMBERSHIP & DUES	01011-57300	\$11,799	\$11,484	\$11,500	\$11,500	\$0	0%
Total Services & Supplies:		\$14,699	\$12,744	\$14,075	\$15,075	\$1,000	7.1%
Total Expense Objects:		\$212,452	\$216,624	\$225,908	\$242,784	\$16,876	7.5%



Line Item Description

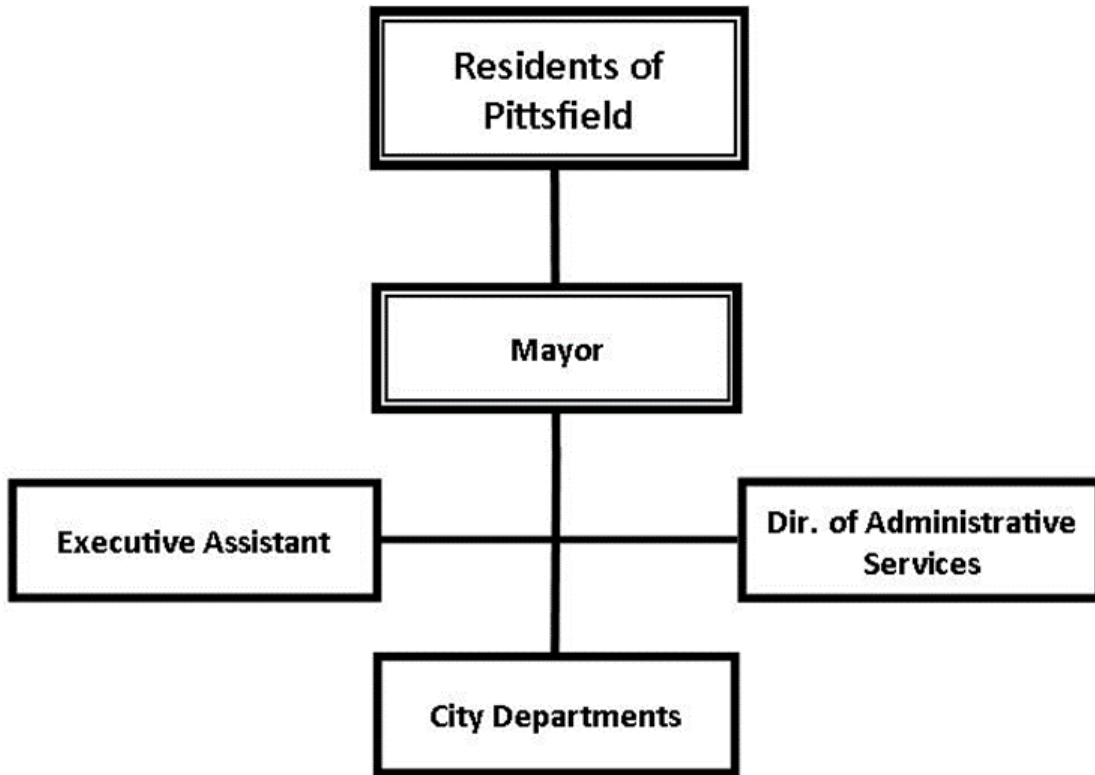
Personnel

Account	Account Name	Description
51000	Mayor	Salary of the Mayor. Per the city code: "\$95,000/yr. Annual increases shall be adjusted in July of each year and shall be based upon the annual change in the Consumer Price Index for All Urban Consumers for the prior January."
51040	Director of Administrative Services	Salary of the Director of Administrative Services in the Mayor's Office
51050	Executive Assistant	Salary of the Executive Assistant in the Mayor's Office

Expenses

Account	Account Name	Description
53408	Advertising/Marketing	Costs associated with special/ceremonial events
54227	Supplies	Monthly copier lease, copier maintenance contract, subscriptions to newspapers and professional journals and the necessary office supplies to manage the day to day operations of the office
57100	Travel	Necessary travel expenses for the Mayor and her staff for professional development and other travel is made on behalf of the City of Pittsfield
57300	Membership and Dues	Membership and dues including the Massachusetts Municipal Association and other required memberships

Organizational Chart



Pittsfield Municipal Airport

Daniel Shaerer
Airport Manager

Mission Statement

The mission of the Pittsfield Municipal Airport is to provide a safe, reliable, and efficient airport facility that successfully meets the air transportation needs regionally and nationally, while continuing to promote a balance between aircraft operators and the surrounding community.

Department Description

The Pittsfield Municipal Airport is the gateway into Pittsfield and the Berkshires community. The Pittsfield Airport is a general aviation airport as part of the National Plan of Integrated Airports (NPIAS), and as such is a federally-funded airport, subject to grant assurances under the Federal Aviation Administration. These assurances (or obligations) require that the airport be maintained and operated safely and efficiently and in accordance with specified conditions. The airport infrastructure includes the terminal which includes the offices for the airport's private fixed-based operator, a fueling station, maintenance buildings, aircraft storage hangars, runways, taxiways, and aircraft parking and maneuvering aprons. The airport is a vital transportation source to the community and local operators and businesses.

New Spending and Programs

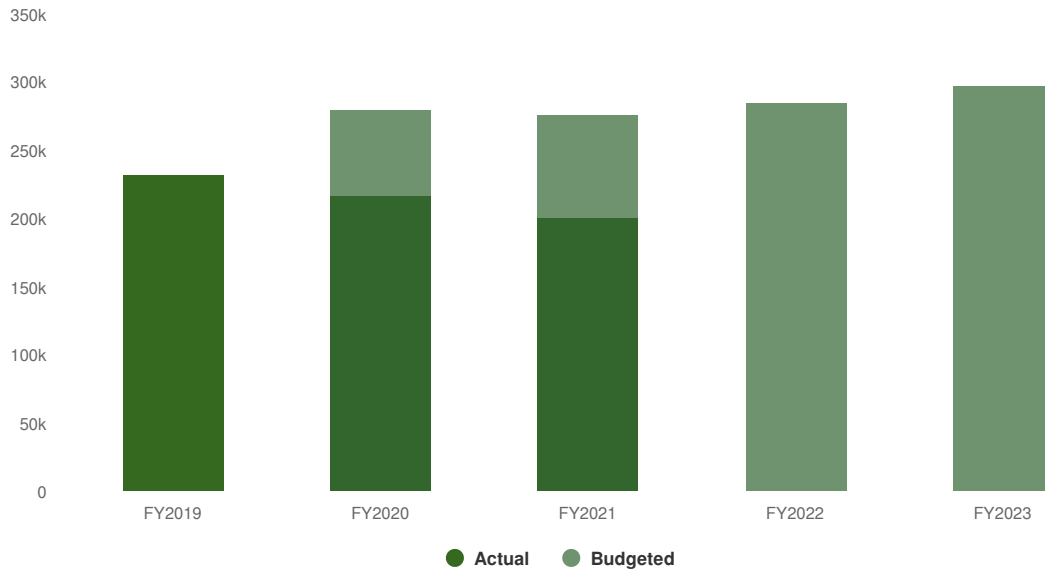
The updated airport master plan has been completed. This document will guide new capital spending at the airport for the next 5 to ten years. The majority of the funding for these projects will be provided by MassDOT and the FAA.

Expenditures Summary

\$297,228 **\$12,500**
(4.39% vs. prior year)

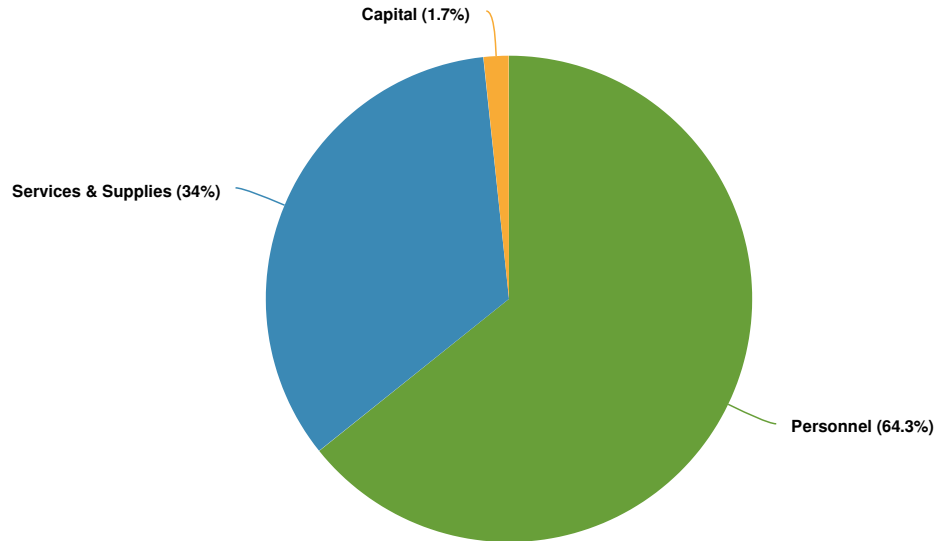


Pittsfield Municipal Airport Proposed and Historical Budget vs. Actual

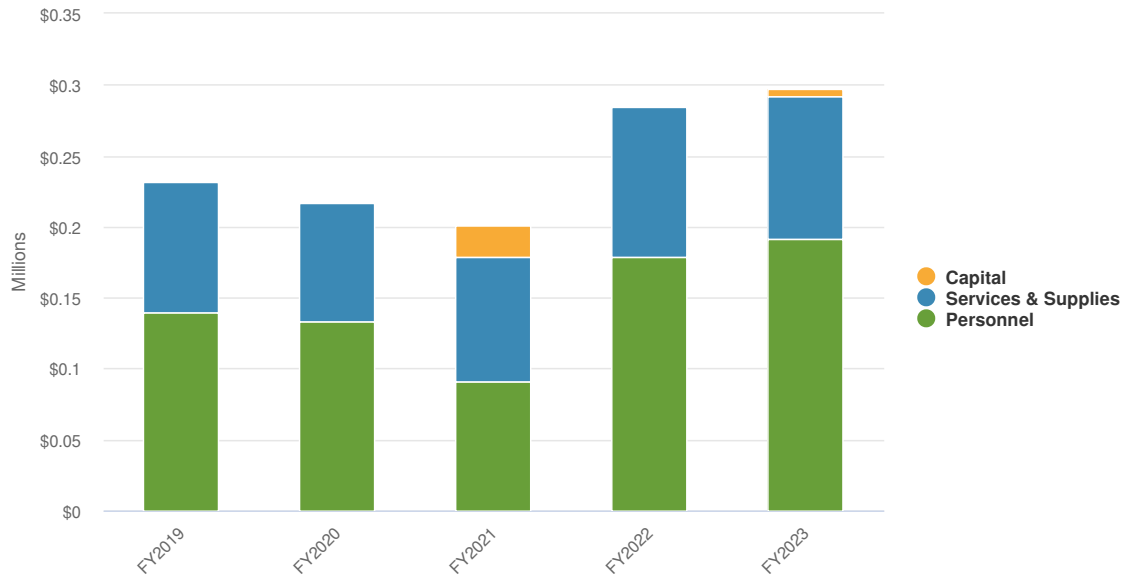


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
Public Works							
AIRPORT MANAGER	01133-51002	\$62,005	\$40,393	\$66,265	\$71,235	\$4,970	7.5%
ASSISTANT AIRPORT MANAGER	01133-51012	\$21,912	\$28,598	\$54,768	\$58,876	\$4,108	7.5%
AIRPORT INSPECTOR	01133-51057	\$42,317	\$13,240	\$45,623	\$49,045	\$3,422	7.5%
COMMISSION CLERK	01133-51186	\$1,872	\$1,872	\$1,872	\$1,872	\$0	0%
SCHEDULED OVERTIME	01133-51309	\$5,483	\$7,039	\$10,000	\$10,000	\$0	0%
Total Public Works:		\$133,590	\$91,142	\$178,528	\$191,028	\$12,500	7%
Total Personnel:		\$133,590	\$91,142	\$178,528	\$191,028	\$12,500	7%
Services & Supplies							
Public Works							
CONTRACTUAL SERVICES	01133-52000	\$10,879	\$10,916	\$12,000	\$10,000	-\$2,000	-16.7%
UTILITIES	01133-52100	\$48,253	\$42,899	\$55,000	\$50,000	-\$5,000	-9.1%
TELEPHONE	01133-52300	\$1,656	\$2,109	\$2,200	\$2,000	-\$200	-9.1%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
MAINTENANCE	01133-52400	\$18,185	\$28,903	\$28,000	\$28,000	\$0	0%
SNOW REMOVAL	01133-52905	\$1,450	\$0	\$5,000	\$5,000	\$0	0%
EDUCATION & TRAINING	01133-53018	\$0	\$0	\$0	\$3,000	\$3,000	N/A
SUPPLIES	01133-54227	\$1,129	\$2,262	\$2,500	\$2,500	\$0	0%
MEMBERSHIP & DUES	01133-57300	\$1,238	\$550	\$1,500	\$700	-\$800	-53.3%
Total Public Works:		\$82,790	\$87,639	\$106,200	\$101,200	-\$5,000	-4.7%
Total Services & Supplies:		\$82,790	\$87,639	\$106,200	\$101,200	-\$5,000	-4.7%
Capital							
Public Works							
EQUIPMENT	01133-58500	\$0	\$21,914	\$0	\$5,000	\$5,000	N/A
Total Public Works:		\$0	\$21,914	\$0	\$5,000	\$5,000	N/A
Total Capital:		\$0	\$21,914	\$0	\$5,000	\$5,000	N/A
Total Expense Objects:		\$216,381	\$200,696	\$284,728	\$297,228	\$12,500	4.4%

Line Item Description

Personnel

Account	Account Name	Description
51002	Airport Manager	Salary account for the Airport Manager
51012	Assistant Airport Manager	Salary account for the Assistant Airport Manager
51057	Airport Inspector	Salary account for the Airport Inspector
51309	Scheduled Overtime	Overtime for airport personnel
51186	Commission Clerk	Salary account for the Airport Commission meeting minutes processing and summary

Expenses

Account	Account Name	Description
52000	Contractual Services	Cleaning services for the terminal
52100	Utilities	Utilities associated with the operation of the airport
52300	Telephone	Cell phones for airport personnel
52400	Maintenance	To fund required maintenance activities
52905	Snow Removal	To fund contracted snow removal operations
53700	Membership & Dues	Membership & dues to professional organizations
54227	Supplies	To purchase office and other supplies
58500	Equipment	Rental of equipment as needed (moved to 52400)



Organizational Chart



Goal #1: Identify infrastructure needs required to enable business growth and development at the airport

Objective: The airport relies on local business activity. Business growth requires development which is stifled when infrastructure does not exist, or is not planned for, to support the development needs.

Performance Measure(s): (1) Identify and define leasable property spaces for potential development. (2) Advertise leasable spaces for private development. (3) Determine needs to make areas viable for leasing and development: utility (water, sewer, electrical, etc.), groundwork, pavement, etc. (4) Incorporate infrastructure needs into Capital Improvement Plan

Goal #2: Incorporate new infrastructure grant funds into the airport's Capital Improvement Plan

1. **Objective:** New federal funds through the Bipartisan Infrastructure Law (BIL) have been allotted to address airport infrastructure needs and will continue to be allocated for an additional 4 years. These funds need to be incorporated alongside existing federal Airport Improvement Program (AIP) and state Airport Safety and Maintenance Program (ASMP) funding.

2. **Performance Measure(s):** (1) Airport Commission's CIP subcommittee form CIP recommendations to be approved by the full commission. (2) City CIP incorporation of Airport CIP with necessary capital requests and local share allocations. (3) CIP coordinated with FAA & MassDOT for timeline and funding

Goal #3: Grow the number of bases aircraft through hangar development

Objective: Airport revenues and grant funding are tied to airport activity, number of based aircraft, and leased space. Aircraft owners have shifted from outdoor storage of aircraft to preferring indoor hangar space. The airport lacks hangar space to meet current and future demands, and is losing revenue to unleased outdoor storage spaces.

Performance Measure(s): Identify and solicit for public and private hangar development opportunities.

Goal #4: Update rates and charges

1. **Objective:** Rates and charges must be updated periodically to ensure they remain fair and appropriate. Changes should reflect comparable, inflation, and fair market values. Long term leases should incorporate means for annual review or automatic change to account for inflation and a routine re-appraisal schedule as a check against annual inflation estimates for market value.

2. **Performance Measure(s):** (1) Conduct appraisal of airport properties for lease rates and charges. (2) Airport Commission's Rates and Charges subcommittee form/update recommended rates and charges schedule to be approved by the full commission. (3) Any new/revised leases incorporate revised rates and charges as appropriate with stipulation for annual Consumer Price Index (CPI) adjustment and periodic re-appraisal.

Police Department

Michael Wynn
Chief

Mission Statement

The mission of the Pittsfield Police Department is to work in partnership with the community to protect life and property and enhance the quality of life in our City.

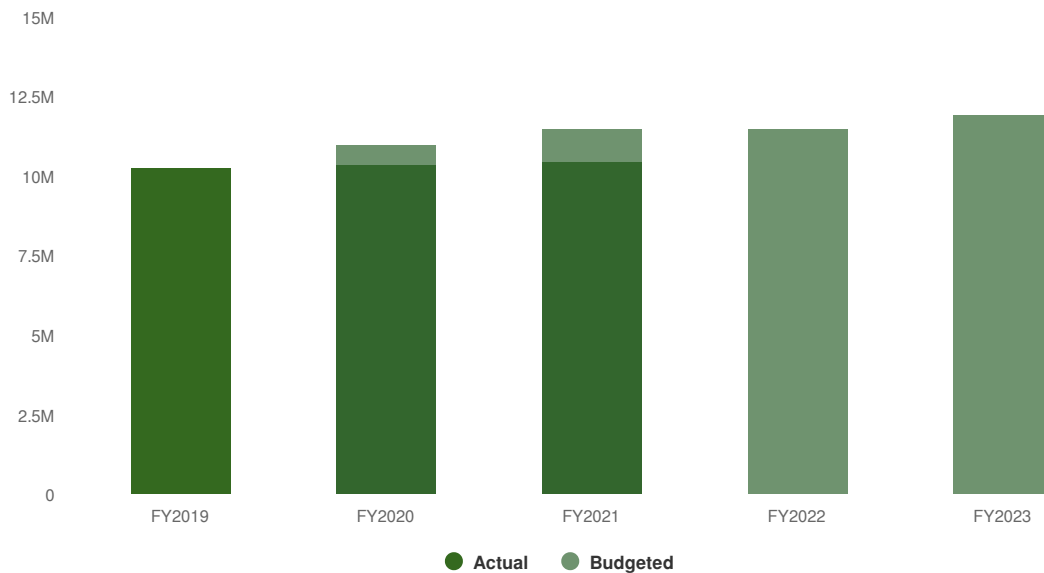
Department Description

The Pittsfield Police Department (PPD) strives to be the most progressive, proactive, and professional police agency that we can be for the residents of our City. PPD embraces not only the philosophy, but the practice, of community policing by continuing to partner with residents, businesses, other City departments and our state and federal counterparts to address not only crime, but neighborhood quality of life issues. As an agency, we believe that the best way that we can accomplish our goals of preservation of life, crime prevention, problem solving, arrest and prosecution is to work together with all of our residents to improve the quality of life in Pittsfield. We continue to work aggressively to identify new technologies, equipment, programs, and opportunities for collaboration in order to positively affect the quality of life in the City of Pittsfield.

Expenditures Summary

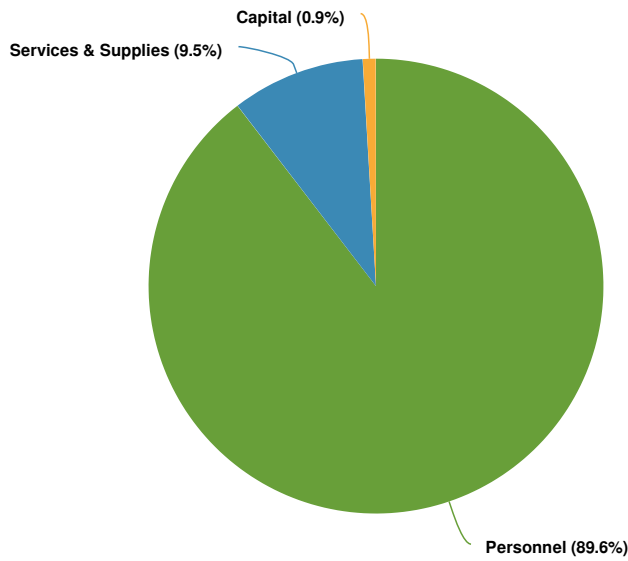
\$11,927,437 **\$411,206**
(3.57% vs. prior year)

Police Department Proposed and Historical Budget vs. Actual

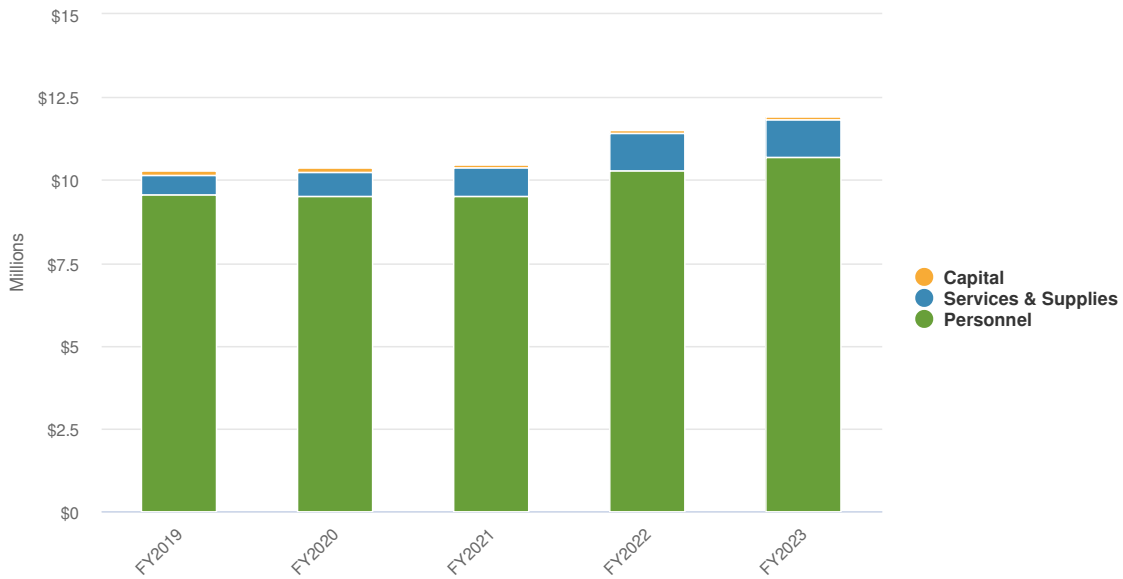


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
POLICE CHIEF	01190-51004	\$123,935	\$129,574	\$133,491	\$143,503	\$10,012	7.5%
POLICE CAPTAINS	01190-51030	\$342,363	\$348,194	\$366,548	\$372,046	\$5,498	1.5%
POLICE LIEUTENANTS	01190-51035	\$696,932	\$727,041	\$712,148	\$731,762	\$19,614	2.8%
POLICE SERGEANTS	01190-51047	\$1,239,771	\$1,218,174	\$1,236,564	\$1,403,359	\$166,795	13.5%
FINANCE & ADMIN MANAGER	01190-51051	\$66,918	\$69,963	\$72,433	\$77,865	\$5,432	7.5%
SAFETY OFFICER	01190-51066	\$65,288	\$69,636	\$72,750	\$75,242	\$2,492	3.4%
DETECTIVES	01190-51074	\$616,615	\$629,911	\$643,602	\$649,597	\$5,995	0.9%
PATROL OFFICERS	01190-51076	\$3,727,256	\$4,014,448	\$4,182,428	\$4,221,188	\$38,760	0.9%
MECHANIC	01190-51092	\$57,169	\$57,805	\$58,672	\$59,552	\$880	1.5%
TRAFFIC ENFORCEMENT	01190-51103	\$0	\$0	\$0	\$25,000	\$25,000	N/A
DISPATCHERS	01190-51105	\$433,688	\$387,514	\$599,046	\$634,552	\$35,506	5.9%
ANIMAL CONTROL OFFICER	01190-51116	\$67,408	\$68,956	\$71,131	\$67,009	-\$4,122	-5.8%
CUSTODIAN	01190-51150	\$50,823	\$51,185	\$46,032	\$51,557	\$5,525	12%
SR CLK TYPST/CONFDTNL	01190-51159	\$81,979	\$83,800	\$99,772	\$85,946	-\$13,826	-13.9%
CRIME ANALYST	01190-51176	\$55,220	\$56,381	\$58,902	\$63,320	\$4,418	7.5%
SR CLERK TYPIST	01190-51177	\$72,545	\$74,214	\$75,327	\$78,473	\$3,146	4.2%
ANIMAL CONTROL COMM CLERK	01190-51186	\$1,000	\$1,500	\$2,000	\$2,000	\$0	0%
MATRONS	01190-51194	\$9,633	\$5,994	\$15,000	\$15,000	\$0	0%
TEMPORARY LABOR	01190-51205	\$7,121	\$6,934	\$10,000	\$10,000	\$0	0%
SPEC INVESTIGATION OT	01190-51300	\$36,514	\$33,537	\$60,000	\$60,900	\$900	1.5%
SPECIAL EVENTS OVERTIME	01190-51305	\$84,711	\$35,765	\$50,000	\$50,750	\$750	1.5%
DRUG ENFORCEMENT	01190-51306	\$247,297	\$327,998	\$248,685	\$252,415	\$3,730	1.5%
COMMUNITY OUTREACH OVERTIME	01190-51308	\$9,157	\$3,832	\$12,500	\$12,688	\$188	1.5%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
SCHEDULED OVERTIME	01190-51309	\$1,222,233	\$986,079	\$1,275,000	\$1,294,125	\$19,125	1.5%
DISPATCHERS OT	01190-51321	\$155,876	\$80,726	\$110,000	\$111,650	\$1,650	1.5%
IN SERVICE	01190-51403	\$37,628	\$44,236	\$70,000	\$113,000	\$43,000	61.4%
LIMITED DUTY OFFICER	01190-51500	\$0	\$0	\$0	\$23,200	\$23,200	N/A
Total Personnel:		\$9,509,079	\$9,513,398	\$10,282,031	\$10,685,699	\$403,668	3.9%
Services & Supplies							
CONTRACTUAL SERVICES-CLINICIAN	01190-52000	\$0	\$0	\$85,000	\$85,000	\$0	0%
MAINTENANCE	01190-52400	\$213,707	\$223,243	\$0	\$0	\$0	0%
OFFICE EQUIPMENT MAINTENANCE	01190-52404	\$0	\$0	\$92,888	\$92,888	\$0	0%
VEHICLE MAINTENANCE	01190-52500	\$46,575	\$49,657	\$65,000	\$65,000	\$0	0%
EDUCATION & TRAINING	01190-53018	\$25,050	\$31,415	\$45,000	\$45,000	\$0	0%
STUDENT OFFICER EXPENSES	01190-53019	\$58,676	\$97,515	\$115,600	\$115,600	\$0	0%
PROFESSIONAL SERVICES	01190-53027	\$200,000	\$257,480	\$240,000	\$204,750	-\$35,250	-14.7%
COMPUTER LICENSE/SUPPORT	01190-53055	\$0	\$0	\$162,712	\$197,000	\$34,288	21.1%
POSTAGE	01190-53406	\$248	\$262	\$500	\$500	\$0	0%
PRINTING	01190-53410	\$1,703	\$708	\$2,000	\$2,000	\$0	0%
ANIMAL CONTROL TESTING FEES	01190-53802	\$0	\$0	\$200	\$200	\$0	0%
K-9 CARE & SUPPLIES	01190-54210	\$6,288	\$5,109	\$10,000	\$12,500	\$2,500	25%
SUPPLIES	01190-54227	\$11,904	\$6,361	\$11,000	\$11,000	\$0	0%
BUILDING MAINTENANCE SUPPLIES	01190-54300	\$10,500	\$9,657	\$19,000	\$10,000	-\$9,000	-47.4%
UNIFORMS	01190-55000	\$19,248	\$7,109	\$30,000	\$30,000	\$0	0%
DRUG ENFRMNT EXPENSES	01190-55800	\$11,374	\$12,885	\$16,800	\$16,800	\$0	0%
CONTRACTUAL ALLOWANCES	01190-55810	\$86,471	\$113,380	\$168,000	\$168,000	\$0	0%
AMMUNITION	01190-55820	\$14,901	\$19,658	\$40,000	\$40,000	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
PROGRAM EXPENSE	01190-57700	\$0	\$3,060	\$0	\$0	\$0	0%
SPEC INVESTIGATION EXP	01190-57821	\$3,639	\$4,015	\$6,500	\$6,500	\$0	0%
SPECIAL RESPONSE TEAM	01190-57822	\$14,115	\$13,354	\$15,000	\$15,000	\$0	0%
CARE OF PRISONERS	01190-57845	\$12,386	\$10,354	\$14,000	\$14,000	\$0	0%
Total Services & Supplies:		\$736,785	\$865,222	\$1,139,200	\$1,131,738	-\$7,462	-0.7%
Capital							
EQUIPMENT	01190-58500	\$138,281	\$108,910	\$95,000	\$110,000	\$15,000	15.8%
Total Capital:		\$138,281	\$108,910	\$95,000	\$110,000	\$15,000	15.8%
Total Expense Objects:		\$10,384,145	\$10,487,530	\$11,516,231	\$11,927,437	\$411,206	3.6%



Line Item Description

Personnel

Account	Account Name	Description
51004	Police Chief	Police Chief salary plus prior educational incentives, but not issued vehicle or professional development incentives
51030	Police Captains	Salary for the 3 Bureau/Division Commanders. Includes Uniformed Division Commander, Detective Bureau Commander, and Administrative Services Commander
51035	Police Lieutenants	Salary for the 3 Patrol Shift Commanders, the Detective Lieutenant and the Community Outreach and Professional Standards Commander
51047	Police Sergeants	Salaries for 9 Patrol sergeants, one Drug Unit, one Detective Bureau, and one Traffic Bureau
51066	Safety Officer	Salary for one supplemental patrol officer (collateral duty), responsible for teaching DARE and coordinating Neighborhood Watch Programs
51074	Detectives	Salary for eight detective positions.
51076	Patrol Officers	Salary for 65 officers assigned to various divisions; includes 4 assigned to Drug Unit, 2 crime scene investigators, 4 school resource offices, 2 traffic investigators, 1 training officer, 3 K-9 handlers; 49 total assigned to uniformed patrol
51092	Mechanic	Salary for one mechanic
51105	Dispatchers	Salaries for 12 full-time emergency telecommunications operators, employed by the Department and providing communications support to police, fire, EMS, and city departments.
51116	Animal Control Officer	Salary for 1.5 Animal Control Officers to handle animal control and animal inspection duties.
51150	Custodian	Salary for the department custodian
51051	Finance & Administration Manager	Salary for Finance and Administration Manager
51159	Senior Clerk Typist/Confidential	Salaries for 2 full-time confidential administrative staff (Chief's Admin and Administrative Assistant)
51177	Senior Clerk Typist	Salaries for Senior Records Clerk and Firearms Administrator
51176	Crime Analyst	Salary for crime analyst position.
51186	Animal Control Commission Clerk	Stipend to provide clerical and records support to the Animal Control Commission.
51194	Matrons	Civilian detention attendants to watch female and juvenile prisoners. Increase is due to loss of County lock-up.
51205	Temporary Labor	Temporary custodial providers to back up custodian off hours and during scheduled time off
51300	Special Investigations Overtime	Major case personnel expenses related to call-ins, holdovers, or long term investigations.
51305	Special Events Overtime	Overtime expenses related to supporting city sponsored special events
51306	Drug Enforcement OT	Overtime expenses specifically related to enforcement operations within the Drug Unit.
51309	Scheduled Overtime	Overtime expenses associated with shift coverage, shift holdover, court, travel, training, investigations, special enforcement, DARE, community functions, etc.
51321	Dispatcher Overtime	Shift staffing for the dispatch unit.
51308	Community Outreach OT	Overtime expenses associated with Community Engagement Activities such as the Department Community Police Academy, special Downtown Patrols, Shop with a Cop, Special Unit Demonstrations



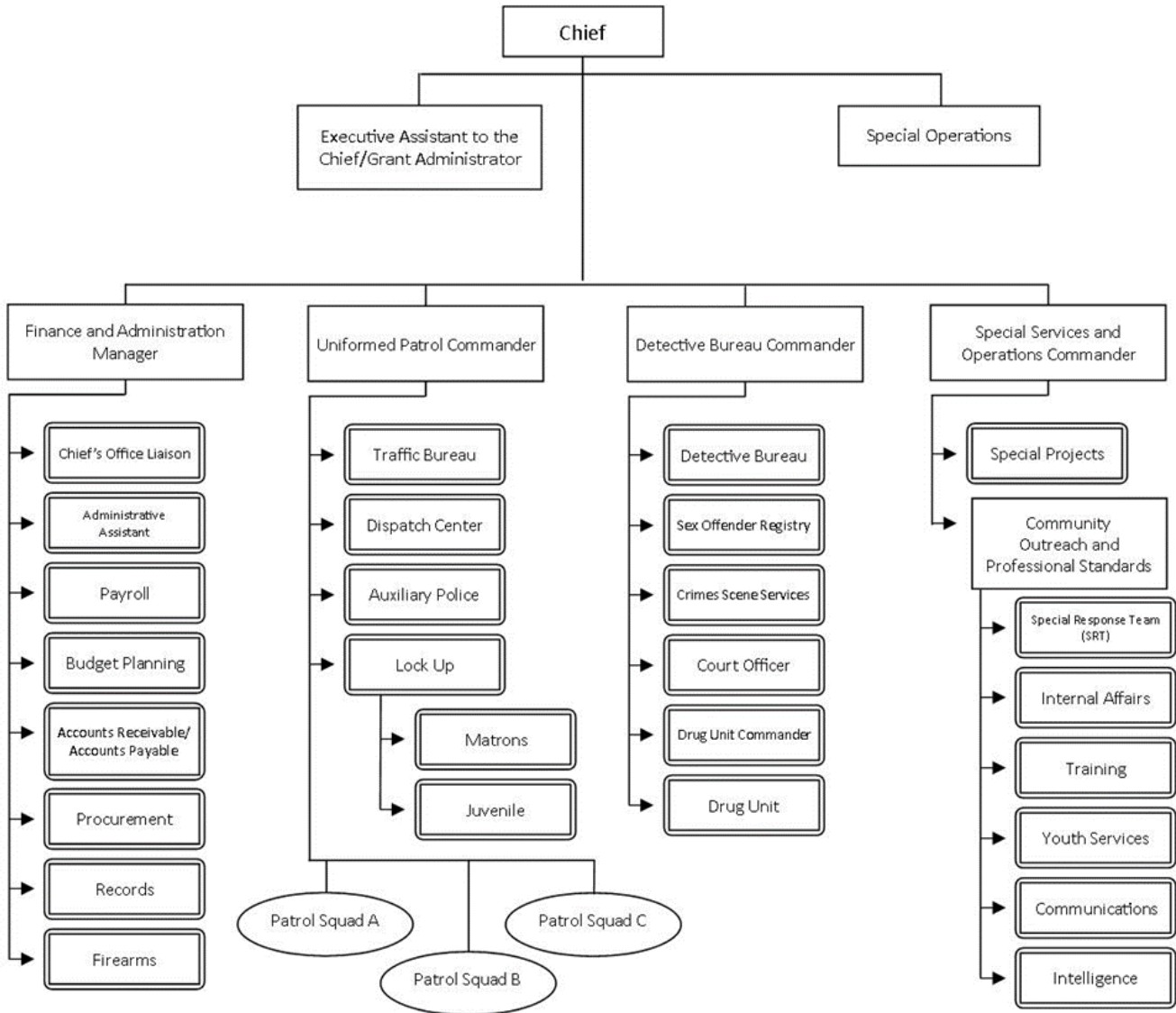
<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51403	In-Service	Required annual training and recertification
51500	Limited Duty Officer/Accreditation	Salary for Sworn Police Personnel that due to illness, injury or other circumstances are unable to perform the essential functions of a Police Officer for an extended period of time. In Fiscal Year 2023 this line item will fund accreditation to the Massachusetts Police Accreditation Association

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
52000	Contracted Services	To pay for contracted clinician services to support the Department efforts to address mental health in the community
51019	Student Officer Expenses	Expenses for student officers attending academy training
53027	Professional Services	To pay for the continuation of our contract with ShotSpotter
55000	Uniforms	Annual uniform issue and replacement uniforms
53055	Technology/Computer Licenses	Annual maintenance for technology support computer licenses
52404	Office Equipment Maintenance	To pay for the annual cost of office equipment
53018	Police Education	Tuition reimbursement for qualified and grandfathered officers to attend college
53406	Postage	US postage and FedEx for certified mail, grant applications, records requests
53410	Printing	Printing services and printed supplies (logo pens, community policing giveaways, consumables)
53461	Traffic Enforcement Equipment	Unfunded and un-used line item tied into Traffic Enforcement OT
54210	K-9 Care and Supplies	Care, maintenance and feeding of the department's K-9 officers
54227	Office Supplies	Department's participation in city-wide purchasing collaborative plus specialized supplies required by investigations, admin and tech
55800	Drug Enforcement Expenses	Expense items associated with long term drug investigations (rental, storage, tech)
55820	Ammunition	Training and operational ammunition, cartridges, aerosols, kinetics
57821	Special Investigation Expenses	Expense items associated with long term major investigations (rentals, storage, tech)
57822	Special Response Team	Expenses related to supporting the Special Response Team (SRT)
57826	Auxiliary Police	Stipends for Auxiliary Police Officers
57845	Care of Prisoners	Expenses associated with feeding and maintaining prisoners in detention
54300	Building Maintenance Supplies	Supplies and services to maintain the building including custodial supplies
58500	Equipment	All police related and technical equipment for use by the department
52500	Fleet maintenance	Vehicle repairs and maintenance
55810	Contractual Allowances	Expense items provided to each officer, such as uniforms and boots, per the language of the collective bargaining agreement



Organizational Chart



Goal #1: Create a Digital Evidence Unit within the Detective Bureau

Objective: Create, staff, and train Detective Bureau personnel to form a digital evidence unit to replace those capabilities lost by the State Police Detective Unit.

Performance Measure: Train three Detective Bureau members on three separate technology platforms to perform digital evidence recovery and analysis.

Goal #2: Expand and enhance the capabilities of the off-road enforcement team

Objective: Replace outdated equipment and add new equipment to better enable the department to respond to recreational vehicle complaints and support special events.



Performance Measure: 1. Replace existing, obsolete off-road motorcycles with new motorcycles. 2. Obtain side-by-side UTV for special events support and park patrols. 3. Purchase snowmobiles for recreational vehicle enforcement

Goal #3: Establish certification/accreditation management team to accomplish MPAC accreditation

Objective: Assign one Captain and one Sergeant to an accreditation team to pursue MPAC accreditation.

Performance Measure: Provide 8 hours per week to the accreditation team to pursue accreditation.



RSVP

Lisa Torrey
Director

Mission Statement

The mission of RSVP Berkshire County is to encourage mature adults to volunteer and to match their skills and interests with appropriate community service assignments; to provide adult volunteers and project services which assist at-risk low income individuals and contributes to the success of community agencies and municipal departments in Berkshire County; to work in partnership with local groups and agencies to identify unmet needs and to design projects which make a measurable impact and improvement for those in need; and to promote the concept of volunteerism.

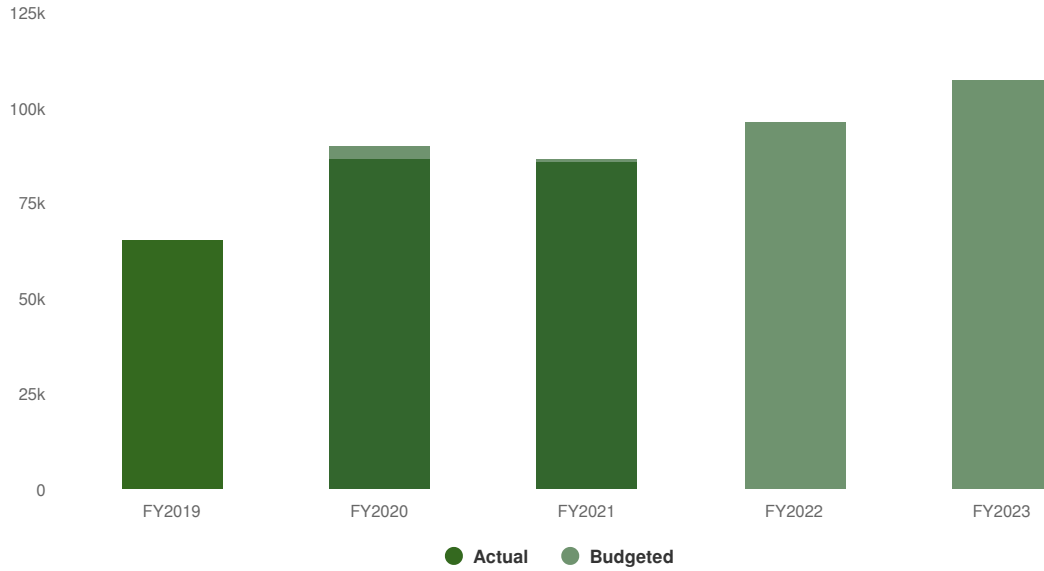
Department Description

RSVP is a national organization funded in part by the Corporation for National & Community Service (Senior Corps) and sponsored locally by the City of Pittsfield. RSVP has chapters in every state of our country, with over a half million volunteers nationwide making a positive difference impacting communities. The RSVP Volunteer Program of Berkshire County provides recruitment, training and placement of adults 55 years of age and over as volunteers in community service projects. RSVP enables adult volunteers to use their experience and skills to meet new people, help others, be productive and grow personally, to explore new careers, and to make a difference in their community. RSVP believes that adult citizens and the community benefit when the skill and experience of persons 55+ are utilized in a volunteer capacity. RSVP validates and provides a structure for adult volunteerism. Berkshire County RSVP has 3 fulltime staff; a director, an administrative assistant, and a volunteer coordinator. It also has RSVP volunteers who assist with office duties (telephone, mailings etc.) and with dispatching for the RSVP Van Service, Road to Recovery through the American Cancer Society.

Expenditures Summary

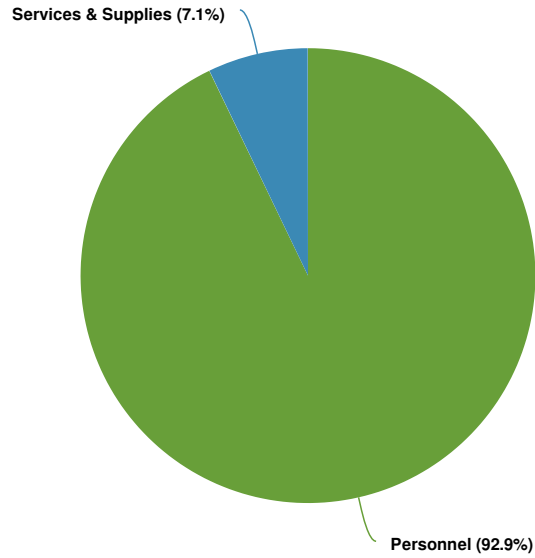
\$107,142 **\$10,718**
(11.12% vs. prior year)

RSVP Proposed and Historical Budget vs. Actual

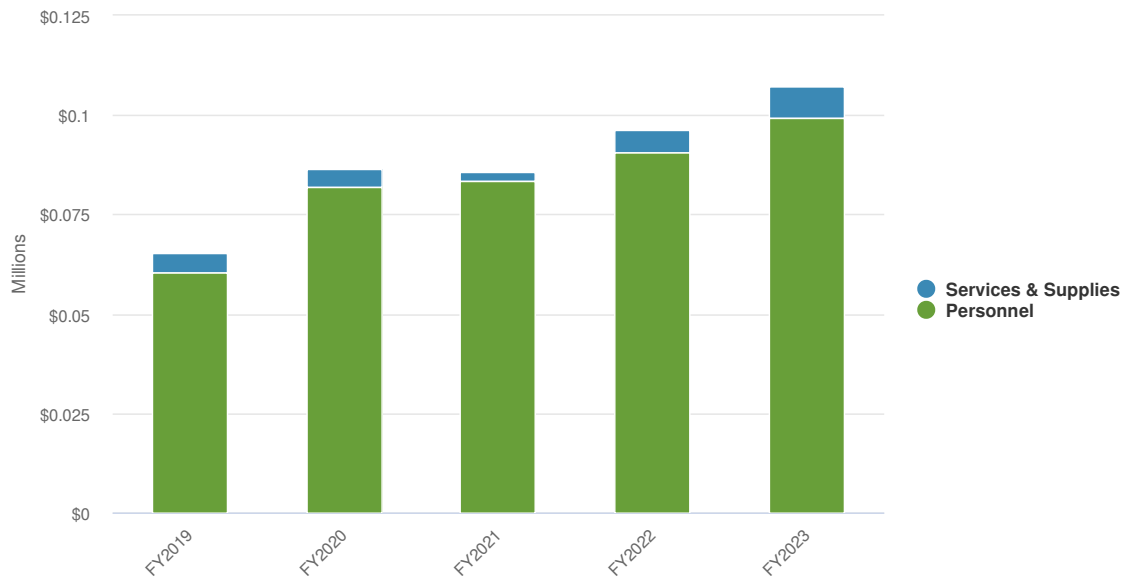


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
DIRECTOR OF RSVP	01137-51017	\$37,384	\$38,066	\$40,235	\$41,848	\$1,613	4%
VOLUNTEER COORDINATOR	01137-51104	\$21,947	\$22,392	\$24,974	\$28,513	\$3,539	14.2%
ADMIN ASST/BOOKEEPER	01137-51163	\$22,664	\$23,022	\$25,500	\$29,132	\$3,632	14.2%
Total Personnel:		\$81,995	\$83,480	\$90,709	\$99,493	\$8,784	9.7%
Services & Supplies							
OFFICE EQUIPMENT MAINTENANCE	01137-52404	\$1,526	\$1,803	\$1,665	\$1,249	-\$416	-25%
EDUCATION & TRAINING	01137-53018	\$0	\$0	\$250	\$750	\$500	200%
POSTAGE	01137-53406	\$798	\$319	\$750	\$1,000	\$250	33.3%
SUPPLIES	01137-54227	\$277	\$0	\$1,000	\$1,000	\$0	0%
TRAVEL	01137-57100	\$30	\$0	\$0	\$500	\$500	N/A
MEMBERSHIP & DUES	01137-57300	\$50	\$0	\$50	\$150	\$100	200%
VOLUNTEER RECOGNITION	01137-57827	\$1,626	\$0	\$2,000	\$3,000	\$1,000	50%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Total Services & Supplies:		\$4,307	\$2,122	\$5,715	\$7,649	\$1,934	33.8%
Total Expense Objects:		\$86,302	\$85,602	\$96,424	\$107,142	\$10,718	11.1%

Line Item Description

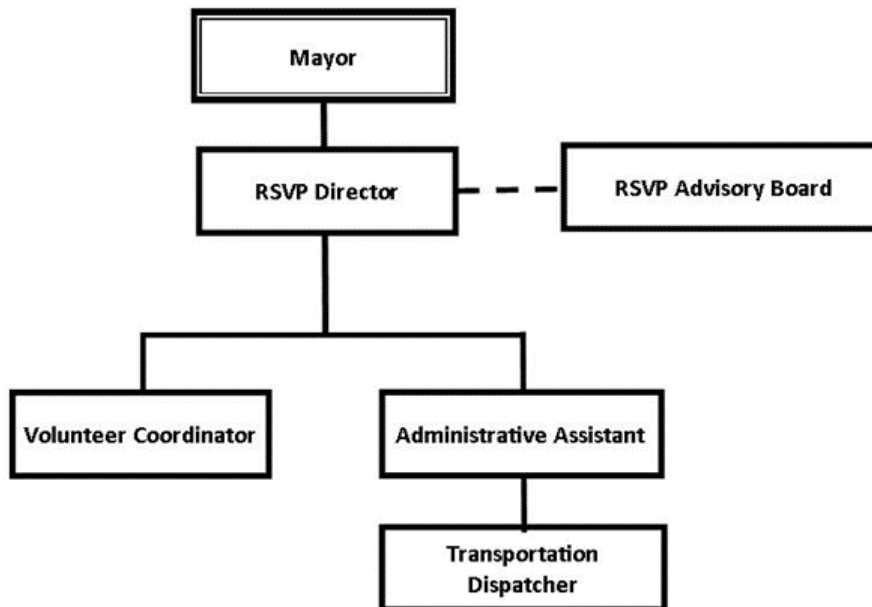
Personnel

Account	Account Name	Description
51017	RSVP Director	Salary account for the RSVP Director
51104	Volunteer Coordinator	Salary account for the Volunteer Coordinator
51163	Administrative Assistant	Salary account for the Administrative Assistant

Expenses

Account	Account Name	Description
53700	Memberships and Dues	Dues/memberships for New England Council of RSVP Directors, MA Senior Corp Association, and Chamber of Commerce
53406	Postage	This pays for general postage
53018	Education & Training	Training for 3 Staff in RSVP office
52300	Telephone	Verizon telephone bill for RSVP office
54227	Supplies	General office supplies and items for volunteer/public recognition events
57100	Travel	Staff travel (mileage and/or meals)
57827	Volunteer Recognition	RSVP Annual Volunteer Recognition Luncheon, Volunteer appreciation tokens/cards, postage, awards and certificates
52404	Office Equipment Maintenance	One copier lease and its maintenance and supplies

Organizational Chart



Goal #1: Increase volunteerism within the city

Objective: Utilize media outlets and recruitment workshops to increase awareness of RSVP

Performance measure: Volunteerism will increase by 10%

Goal #2: Increase access to medical care for Berkshire County residents

Objective: Implement surveys for tracking data to better improve access to medical services within the County.

Performance measure: Data will be used to expand the Wheels for Wellness program

Goal #3: Increase food security for city residents

Objective: Provide increased access to food pantries for city residents

Performance measure: Utilize volunteers to expand existing home food deliveries from food pantries



Solicitor's Office

Rosaura Roman

Legal Assistant

Mission Statement

The mission of the Solicitor's Office is to provide sound legal counsel to the Mayor, City Council, and the departments, commissions, committees and agencies of the City of Pittsfield; to produce and review legal opinions and documents; to commence and prosecute all actions and other legal proceedings and suits begun by the City; to defend all actions and suits brought against the City; to appear as counsel in any other action, suit or prosecution which may involve the rights and interests of the City; and to defend any of the officers of the City in suits and prosecutions against them for any official action, or the performance of any official duty, when any right, privilege, ordinance, act or direction of the City Council may be brought in question.

Department Description

The City Solicitor and his/her staff are responsible for preparing and approving legal documents, and providing legal counsel to the Mayor, City Council, and the departments, commissions, committees and agencies of the City of Pittsfield. As general legal counsel to the City, the City Solicitor's Office is prohibited from providing legal representation or legal advice to members of the general public.

The City Solicitor is charged with the production and review of contracts awarded by City agencies; the drafting of real estate conveyance documents, including eminent domain orders, deeds, easements, leases, releases, loan documents, contracts of any nature; the drafting of proposed ordinances, City Council orders and home rule petitions to the state legislature. The City Solicitor also investigates all claims made against the City and administers the same in accordance with Massachusetts General Laws, Chapter 258, or other applicable provisions of law.

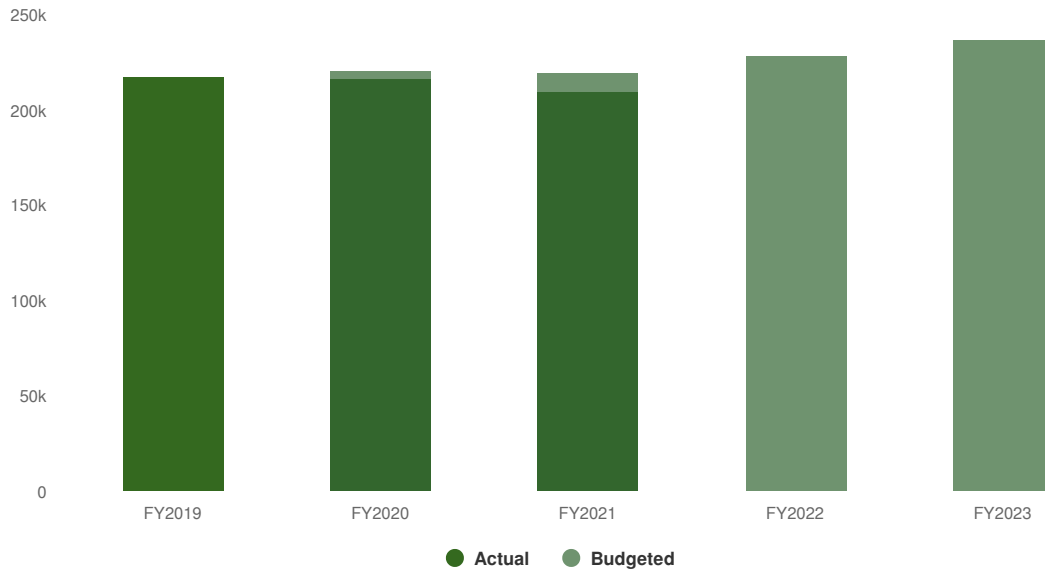
It is the duty of the City Solicitor to commence and prosecute all actions and other legal proceedings and suits begun by the City, and to defend all actions and suits brought against the City in any court or other tribunal of the Commonwealth, or of the United States; also to appear as counsel in any other action, suit or prosecution which may involve the rights and interests of the City, and to defend any of the officers of the City in suits and prosecutions against them for any official action, or the performance of any official duty, when any right, privilege, ordinance, act or direction of the City Council may be brought in question.

Expenditures Summary

\$236,432 **\$8,763**
(3.85% vs. prior year)

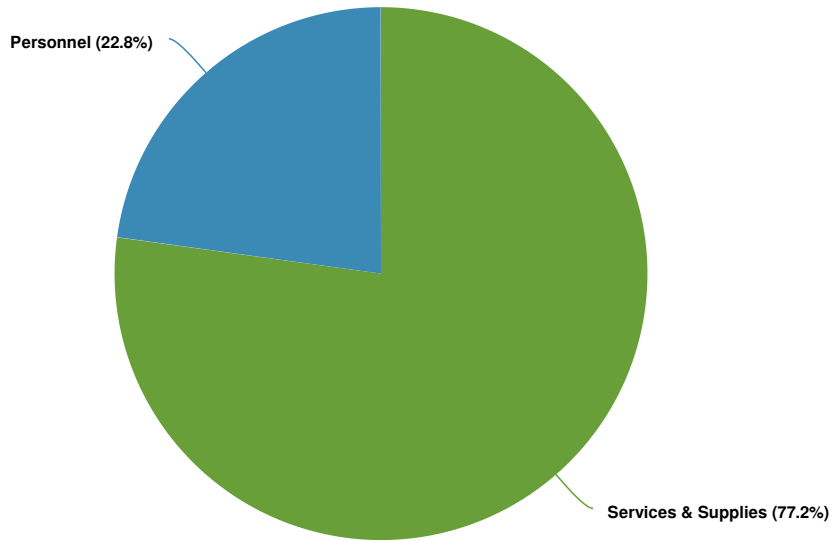


Solicitor's Office Proposed and Historical Budget vs. Actual

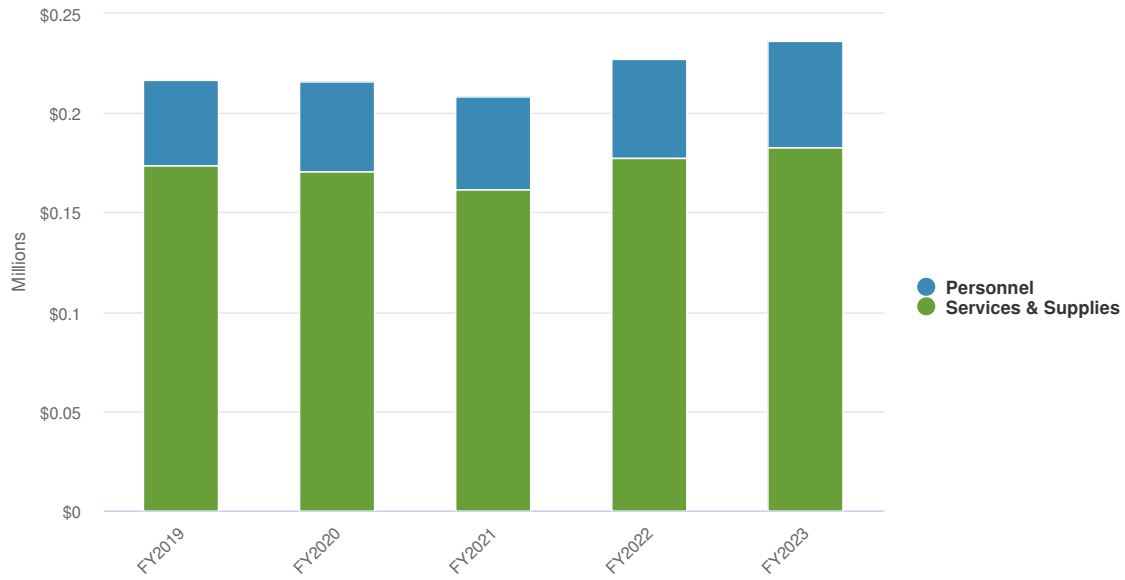


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
LEGAL ASSISTANT	01014-51111	\$45,358	\$47,447	\$50,169	\$53,932	\$3,763	7.5%
Total Personnel:		\$45,358	\$47,447	\$50,169	\$53,932	\$3,763	7.5%
Services & Supplies							
OFFICE EQUIPMENT MAINTENANCE	01014-52404	\$1,870	\$1,669	\$2,000	\$2,000	\$0	0%
SUPPLIES	01014-54227	\$99	\$60	\$500	\$500	\$0	0%
LEGAL FEES/COURT COSTS	01014-57600	\$167,608	\$159,659	\$170,000	\$175,000	\$5,000	2.9%
TAX TITLE/LITIGATION	01014-57601	\$974	\$0	\$5,000	\$5,000	\$0	0%
Total Services & Supplies:		\$170,551	\$161,388	\$177,500	\$182,500	\$5,000	2.8%
Total Expense Objects:		\$215,909	\$208,835	\$227,669	\$236,432	\$8,763	3.8%



Line Item Description

Personnel

Account	Account Name	Description
51006	City Solicitor	Salary account for the City Solicitor
51100	Assistant City Solicitor	Salary account for the Assistant City Solicitor
51111	Executive Legal Secretary	Salary account for the Executive Legal Secretary

Expenses

Account	Account Name	Description
57601	Tax Title /Litigation	Filing fees, recording, publications, and any other legal process necessary to file tax title foreclosure complaints with the Land Court and the Middle Berkshire Registry of Deeds
54227	Supplies	Office stationery and all other necessary office supplies
54533	Law Library	All updates to the Law Library volumes including Massachusetts General Laws Annotated, MA Court Rules - State and Federal, Massachusetts Practice, subscriptions, online search engine and any other required resources.
52000	Tax Title /Litigation	Filing fees, recording, publications, and any other legal process necessary to file tax title foreclosure complaints with the Land Court and the Middle Berkshire Registry of Deeds
52404	Equipment Maintenance	Monthly leasing fee, maintenance and toner for office copier/printer/scanner/fax machine

Organizational Chart



Unclassified Accounts

Matthew M. Kerwood
Finance Director/Treasurer

Mission Statement

The line items contained in the Unclassified Accounts are accounts that have a broad impact on all aspects of the City's operation such as health insurance for employees or are for specific purposes such as the rental of office space or the funding of capital purchases in accordance with the City's Capital Expense Policy.

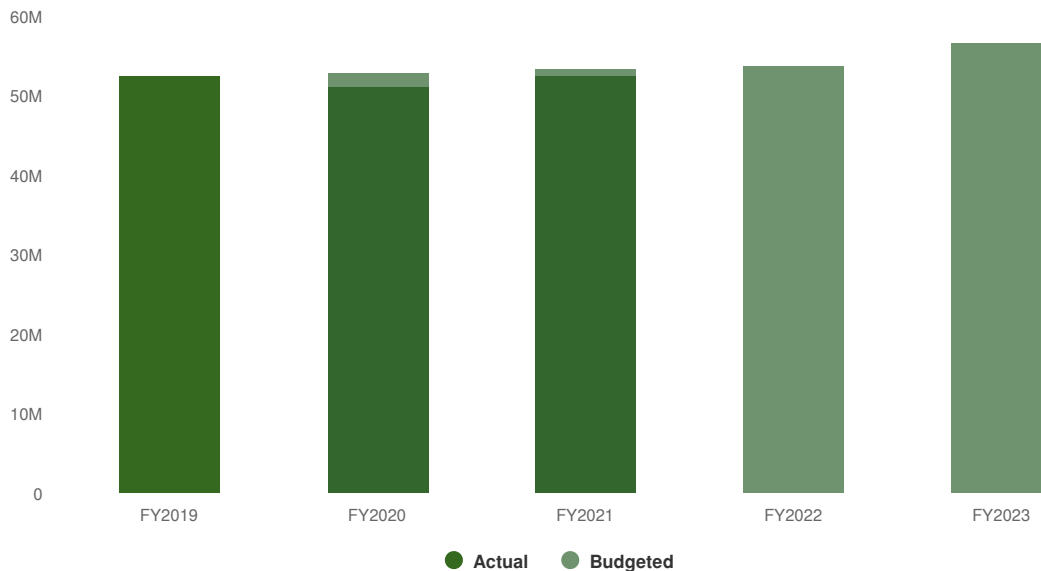
Department Description

The line items contained in the Unclassified Accounts are accounts that have a broad impact on all aspects of the City's operation such as health insurance for employees or are for specific purposes such as the rental of office space or the funding of capital purchases in accordance with the City's Capital Expense Policy.

Expenditures Summary

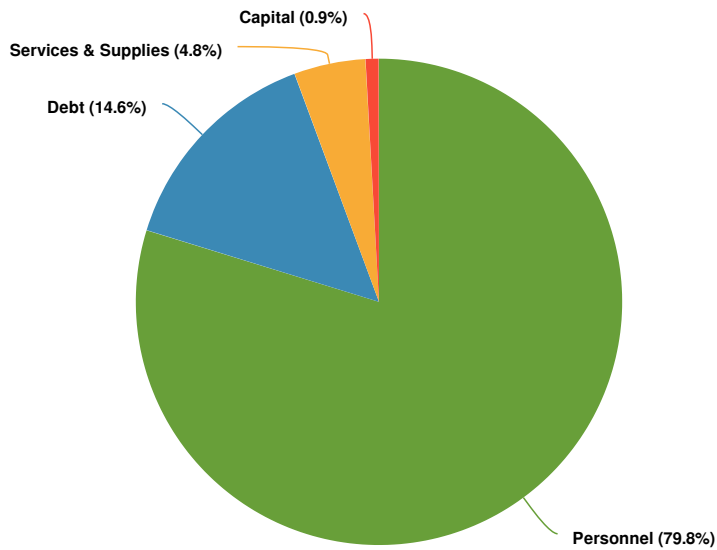
\$56,686,954 **\$2,849,829**
(5.29% vs. prior year)

Unclassified Proposed and Historical Budget vs. Actual

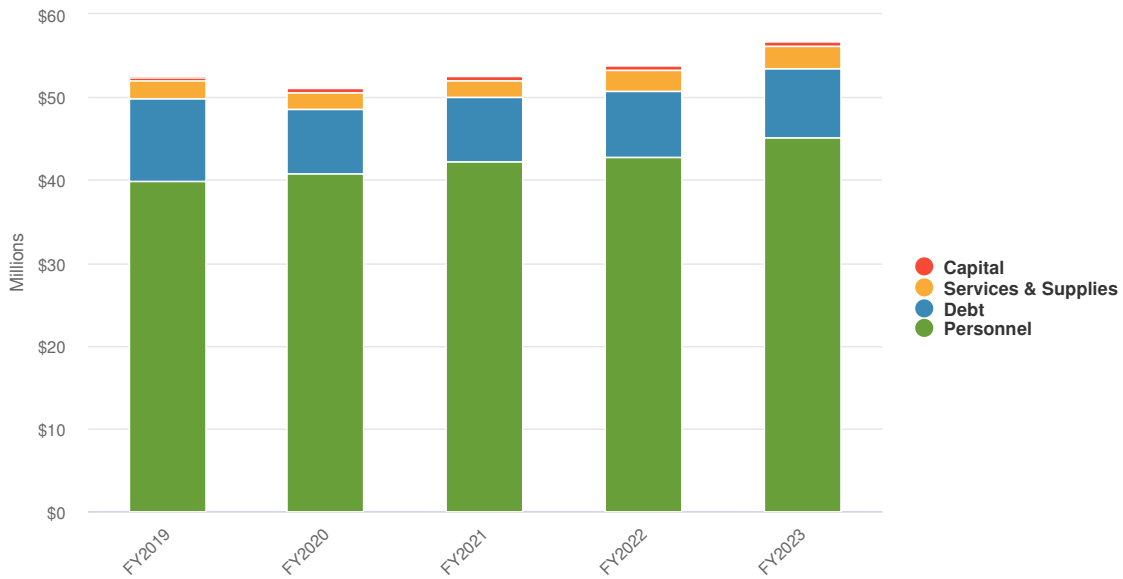


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
40U HEARING OFFICER	01502-51108	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0%
40U CLERK	01502-51190	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0%
CROSSING GUARDS	01502-51193	\$24,532	\$16,162	\$27,000	\$27,000	\$0	0%
SCHEDULED OVERTIME	01502-51309	\$20,147	\$41,508	\$30,000	\$30,000	\$0	0%
BENEFITS CONVERSION	01502-51506	\$451,881	\$528,126	\$500,000	\$500,000	\$0	0%
INS MEDICARE COVERAGE	01502-51705	\$1,115,019	\$1,135,230	\$1,200,000	\$1,200,000	\$0	0%
HEALTH INSURANCE	01502-51706	\$25,432,539	\$25,539,113	\$25,900,000	\$27,500,000	\$1,600,000	6.2%
INSURANCE GROUP LIFE	01502-51708	\$106,519	\$109,634	\$100,000	\$110,000	\$10,000	10%
INSURANCE UNEMPLOYMENT	01502-51710	\$108,466	\$644,578	\$150,000	\$150,000	\$0	0%
RETIREMNT CONTRIBUTION	01502-51717	\$13,523,410	\$14,178,149	\$14,915,413	\$15,695,905	\$780,492	5.2%
STIPENDS	01502-51910	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0%
Total Personnel:		\$40,787,513	\$42,197,500	\$42,827,413	\$45,217,905	\$2,390,492	5.6%
Services & Supplies							
CONTRACTUAL SERVICES	01502-52000	\$133,350	\$133,350	\$133,350	\$165,000	\$31,650	23.7%
MGT FEE - ANIMAL SHLTR	01502-52200	\$52,000	\$52,000	\$52,000	\$53,560	\$1,560	3%
TELEPHONE	01502-52300	\$83,985	\$79,698	\$95,000	\$95,000	\$0	0%
CITY AUDIT CONTRACT	01502-53070	\$78,700	\$85,800	\$85,000	\$85,000	\$0	0%
MEDICAID SERVICES	01502-53223	\$25,528	\$14,734	\$45,000	\$45,000	\$0	0%
POSTAGE	01502-53406	\$43,119	\$57,699	\$50,000	\$50,000	\$0	0%
TRAVEL	01502-57100	\$24,640	\$6,368	\$10,000	\$20,000	\$10,000	100%
INSURANCE GENERAL	01502-57400	\$1,332,628	\$1,480,600	\$1,837,869	\$1,970,000	\$132,131	7.2%
BANK SERVICE CHARGES	01502-57800	\$4,554	\$13,521	\$7,500	\$15,000	\$7,500	100%
CONTINGENCY	01502-57823	\$191,910	\$119,620	\$200,000	\$200,000	\$0	0%



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Total Services & Supplies:		\$1,970,415	\$2,043,391	\$2,515,719	\$2,698,560	\$182,841	7.3%
Capital							
CAPITAL IMPROVEMENTS	01502-58900	\$593,169	\$427,453	\$500,000	\$500,000	\$0	0%
Total Capital:		\$593,169	\$427,453	\$500,000	\$500,000	\$0	0%
Debt							
LONG TERM DEBT PRINCIPAL	01502-59100	\$5,679,926	\$5,924,119	\$5,960,573	\$5,960,573	\$0	0%
LONG TERM DEBT INTEREST	01502-59150	\$3,900,000	\$3,619,522	\$3,651,203	\$3,651,203	\$0	0%
SHORT TERM DEBT INTEREST	01502-59155	\$87,180	\$160,744	\$175,000	\$175,000	\$0	0%
DEBT ISSUANCE COSTS	01502-59160	\$40,000	\$85,535	\$50,000	\$50,000	\$0	0%
ALLOCATION FROM WTR	01502-59600	-\$950,474	-\$930,441	-\$845,253	-\$659,578	\$185,675	-22%
ALLOCATION FROM SWR	01502-59601	-\$1,011,692	-\$1,009,310	-\$997,530	-\$906,709	\$90,821	-9.1%
Total Debt:		\$7,744,940	\$7,850,169	\$7,993,993	\$8,270,489	\$276,496	3.5%
Total Expense Objects:		\$51,096,036	\$52,518,513	\$53,837,125	\$56,686,954	\$2,849,829	5.3%



Line Item Description

Personnel

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51108	40U Officer	Stipend account for the 40U hearings officer. 40U citations are issued by the Health Department and by law those citations can be appealed requiring a hearing.
51190	40U Clerk	Stipend for the 40U Clerk
51193	Crossing Guards	Salary account for the City's 6 crossing guards
51309	Scheduled Overtime	Overtime account for Finance and Administration and other departments that do not have their own overtime accounts

Expenses

<i>Account</i>	<i>Account Name</i>	<i>Description</i>
51705	Insurance Medicare	City's share of the required Medicare Payroll Tax
51706	Insurance Health	City's portion of the health insurance premium for city employees and retirees
57400	Insurance General	Premium for the city general insurance, such as property & causality and professional liability
51708	Insurance Group Life	50% match for the premiums on the voluntary group life insurance plan offered by the City
51710	Unemployment Insurance	City's contribution to former employees would be collecting unemployment. Unlike the private sector, cities and towns operate on a "pay as you go" based on approved claims
51717	Retirement Contribution	City's annual contribution to the Pittsfield Retirement System
51506	Benefits Conversion	Benefits conversions for employees who retire, leave city service, or buy back unused vacation time.
51910	Stipends	Stipend for the clerk to Human Rights Commission
52200	Animal Shelter Management Fee	Annual contractual fee for animal shelter services
52300	Telephone/Internet	Phone bills for all non-school departments, including all city-issued cell phone and internet hot spots. It is expected that with the conversion to a voice over IP system that these costs will be reduced in the future
51205	Temp Services	To fund the use of temp agencies when needed
53070	City Audit	Outside auditing services as well as the required updates on the city's OPEB obligations
52000	Contractual Services	City's lease of 100 North Street
53223	Medicaid Services	Vendor used to administer the Medicaid reimbursement program. Under this program the state provides reimbursements for services provided to special needs students. LPV administers the program for the city & we pay 10% admin fee on \$ we receive.
57100	Seminars/Travel	Seminars, travel, and association/organization dues for various departments
53406	Postage	Postage for all city departments except the school department
57800	Bank Charges	Bank service charges on city bank accounts
57823	Contingency	Unanticipated items that materialize during the fiscal year that cannot be funded by other budget line items
58900	Capital Expenditures	Capital items that have a useful life of five years or less or cost less than \$25,000 directly from the operating budget rather than borrowing for such items
59100	Long Term Debt Principal	Annual principal costs associated with the city' outstanding long term debt
59150	Long Term Debt Interest	Annual interest cost associated with the city's outstanding long term debt



<i>Account</i>	<i>Account Name</i>	<i>Description</i>
59155	Short Term Debt Interest	Interest cost associated with the city's short term debt (Bond Anticipation Notes)
59160	Debt Issuance Costs	Services related to the issuance of debt such as our financial advisors, bond counsel, and Standard and Poor's.



Veteran's Services

John Herrera

Director

Mission Statement

The mission of the Veterans' Services Department is to advocate for Pittsfield's veterans and their dependents and assist veterans to access their state and federal military benefits, such as emergency financial or medical assistance programs for veterans in need, educational benefits, real estate tax abatement, employment and training opportunities, burial information, and other benefits.

Department Description

The Veterans' Services Department administers Massachusetts General Law Chapter 155 at the local level through the Veterans' Service Office (VSO), who is appointed by the Mayor. Veterans seeking services related to employment, economic security, disability, medical services, education, VA pensions and other claims, etc. may seek information and assistance applying for benefits from the VSO. Certain dependents of veterans are also eligible for certain benefits.

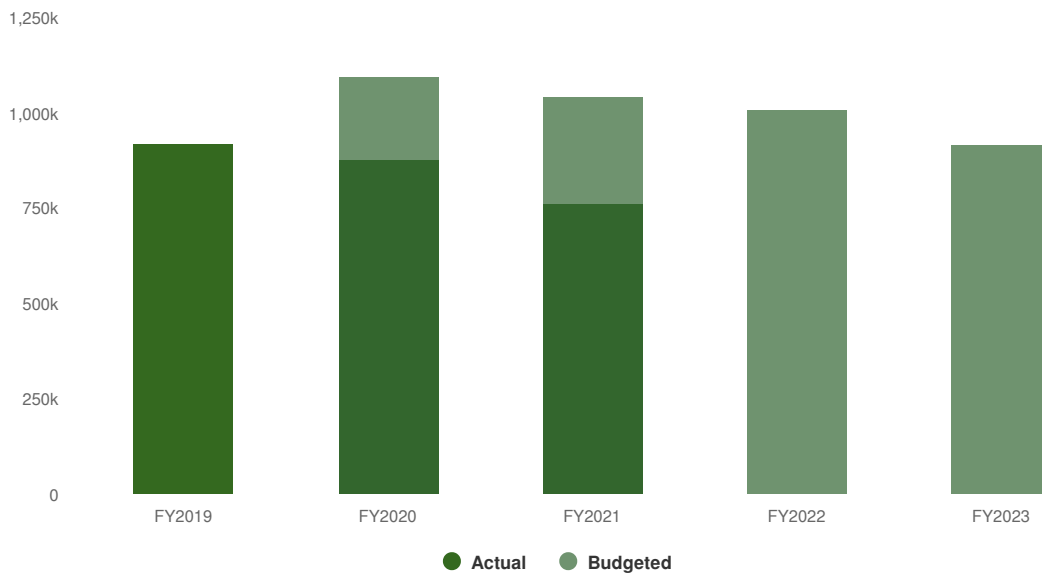
New Spending and Programs

There is no new spending or programming in the Veteran's Office budget for fiscal year 2023.

Expenditures Summary

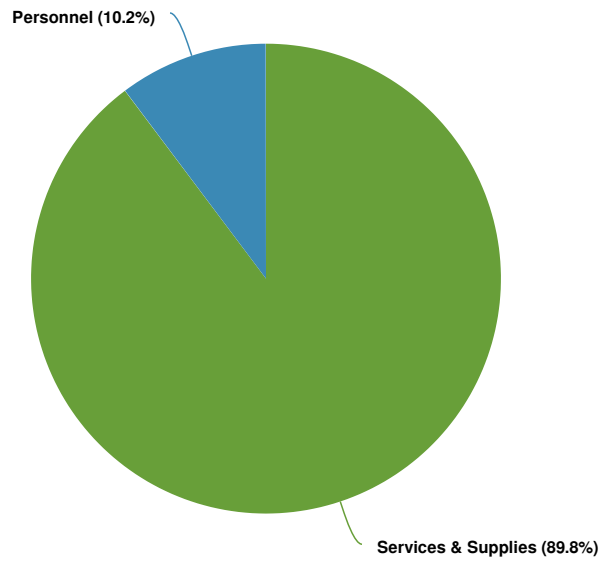
\$915,458 **-\$92,346**
(-9.16% vs. prior year)

Veteran's Services Proposed and Historical Budget vs. Actual

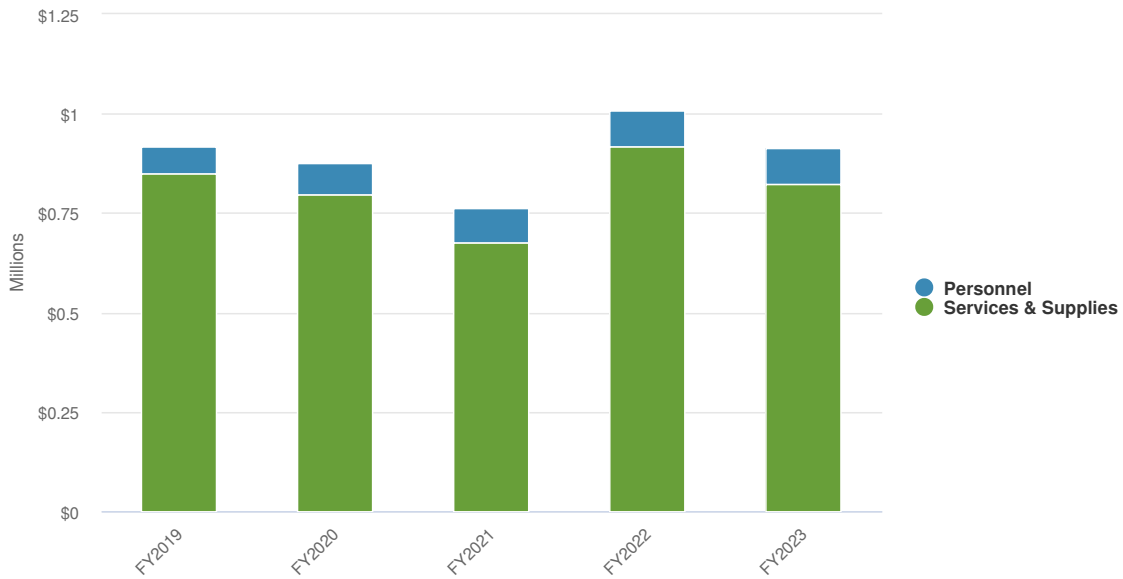


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							
Personnel							
VETERANS AGENT	01026-51026	\$51,101	\$53,426	\$55,312	\$59,460	\$4,148	7.5%
ADMIN ASSISTANT	01026-51050	\$28,123	\$32,353	\$33,742	\$34,248	\$506	1.5%
Total Personnel:		\$79,224	\$85,779	\$89,054	\$93,708	\$4,654	5.2%
Services & Supplies							
OFFICE EQUIPMENT MAINTENANCE	01026-52404	\$843	\$1,385	\$1,400	\$1,500	\$100	7.1%
RENTAL EXPENSE	01026-52700	\$5,000	\$4,100	\$6,500	\$6,500	\$0	0%
FLAGS	01026-54210	\$0	\$0	\$8,600	\$11,000	\$2,400	27.9%
SUPPLIES	01026-54227	\$259	\$403	\$2,000	\$2,500	\$500	25%
PROGRAM EXPENSE	01026-57700	\$790,772	\$671,039	\$900,000	\$800,000	-\$100,000	-11.1%
AWARDS & DECLARATIONS	01026-57828	\$0	\$0	\$250	\$250	\$0	0%
Total Services & Supplies:		\$796,873	\$676,927	\$918,750	\$821,750	-\$97,000	-10.6%
Total Expense Objects:		\$876,097	\$762,706	\$1,007,804	\$915,458	-\$92,346	-9.2%

Line Item Description

Personnel

Account	Account Name	Description
51026	Veterans' Agent	Salary account for the Veterans' Service Officer
51050	Administrative Assistant	Salary account for the Administrative Assistant/Investigator

Expenses

Account	Account Name	Description
52404	Equipment Maintenance	Costs for lease and annual maintenance fee for fax and scan equipment
52700	Rental Expense	Distributed to seven different veterans' organizations in Pittsfield
54229	Flags	Flags and markers for veterans' graves; flags are reimbursed at 75% by the State
54227	Supplies	Toner cartridges, copier paper, incidental inventory
57700	Program Expense	Funds that provide a uniform program of financial and medical assistance for indigent Veterans and their dependents; cost is reimbursed 75% (in some cases, 100%) by the State
57828	Awards and Decorations	Awards and other decorations for recognition of veterans and those who support them



Organizational Chart



Goal #1: Purchasing a GIS/GPS type device to mark and plot all veteran gravesites in the city of Pittsfield

Objective: The main purpose of this effort is two-fold: First is accuracy in identifying the location of gravesites for placement of flags and markers prior to each Memorial Day. Second, to collaborate with the owners of the cemeteries in hopes of establishing a kiosk for anyone searching for their loved ones gravesite within the cemetery.

Performance Measure: To receive training on the EOS Gold Arrow GIS device, initially from the vendor, and then with R. Grennan from the Engineering Dept. I will also be training my new Assistant as well as other veteran volunteers

Workers' Compensation

Matthew M. Kerwood
Finance Director/Treasurer

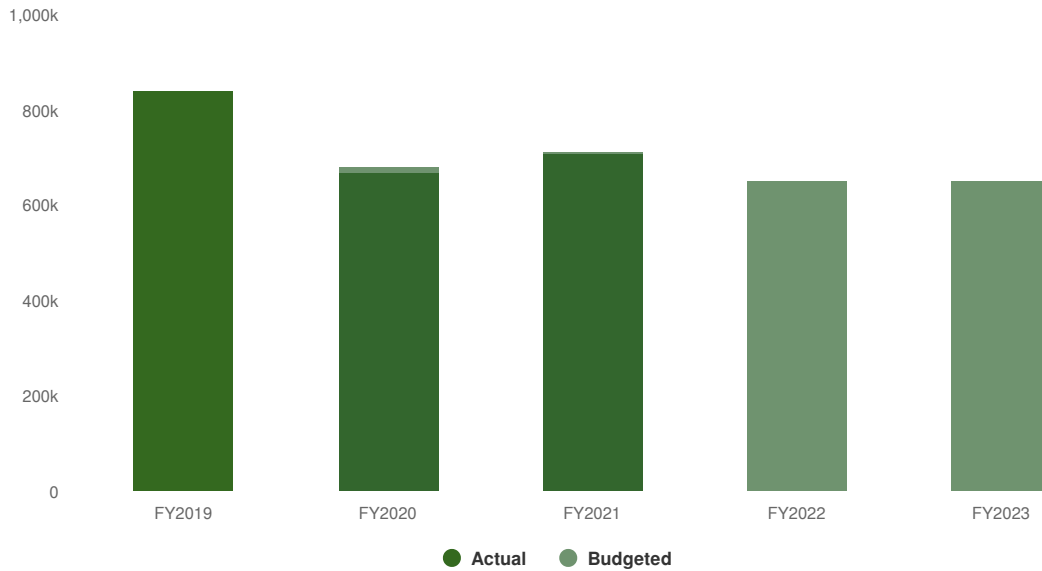
Department Description

These accounts pay for workers' compensation for City staff and injured-on-duty (IOD) claims for Police and Fire personnel.

Expenditures Summary

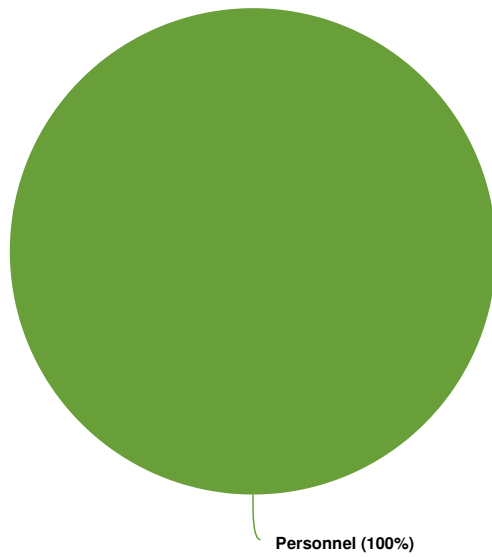
\$650,000 **\$0**
(0.00% vs. prior year)

Workers' Compensation Proposed and Historical Budget vs. Actual

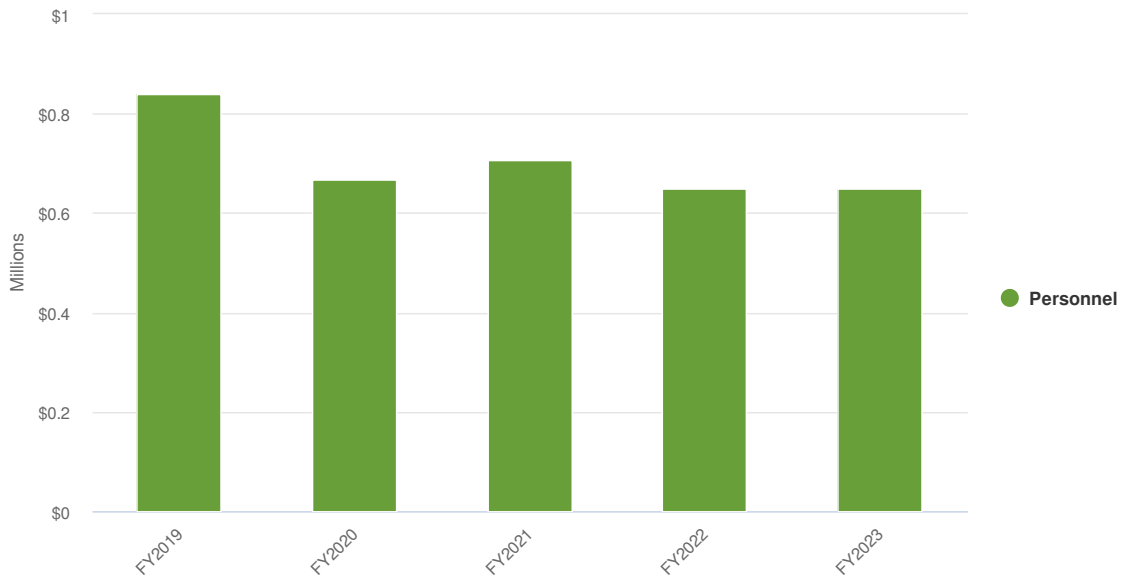


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Personnel							
COMPENSATION PAYMENTS	01500-51701	\$291,736	\$323,015	\$275,000	\$275,000	\$0	0%
MEDICAL PAYMENTS	01500-51702	\$210,592	\$143,692	\$225,000	\$225,000	\$0	0%
INS INJURIES FIRE/POLICE	01500-51709	\$165,239	\$239,592	\$150,000	\$150,000	\$0	0%
Total Personnel:		\$667,567	\$706,299	\$650,000	\$650,000	\$0	0%
Total Expense Objects:		\$667,567	\$706,299	\$650,000	\$650,000	\$0	0%

Line Item Description

Expenses

Account	Account Name	Description
51701	Compensation- Payments	Costs associated with worker compensation claims
51702	Medical Payments	Independent medical review for employees who have filed worker compensation or injured on duty claims
51709	Injured on Duty (Police & Fire)	Costs associated with injured on duty claims for police and fire personnel as outlined in Massachusetts General Law 111F



Pittsfield Public Schools

Joseph Curtis
Superintendent

Mission Statement:

To serve our community and its children by creating a school environment where lifelong learning is valued, excellence is expected, and improvement is continuous: to meet the needs of each student by providing the information, encouragement, support, and instruction required to meet or to exceed the district's high expectations and rigorous academic demands; to prepare every student for postsecondary education, career satisfaction, and lifelong economic, social, and civic success.

Expenditures Summary

\$73,018,262 **\$5,086,562**
(7.49% vs. prior year)



Expenditure Summary

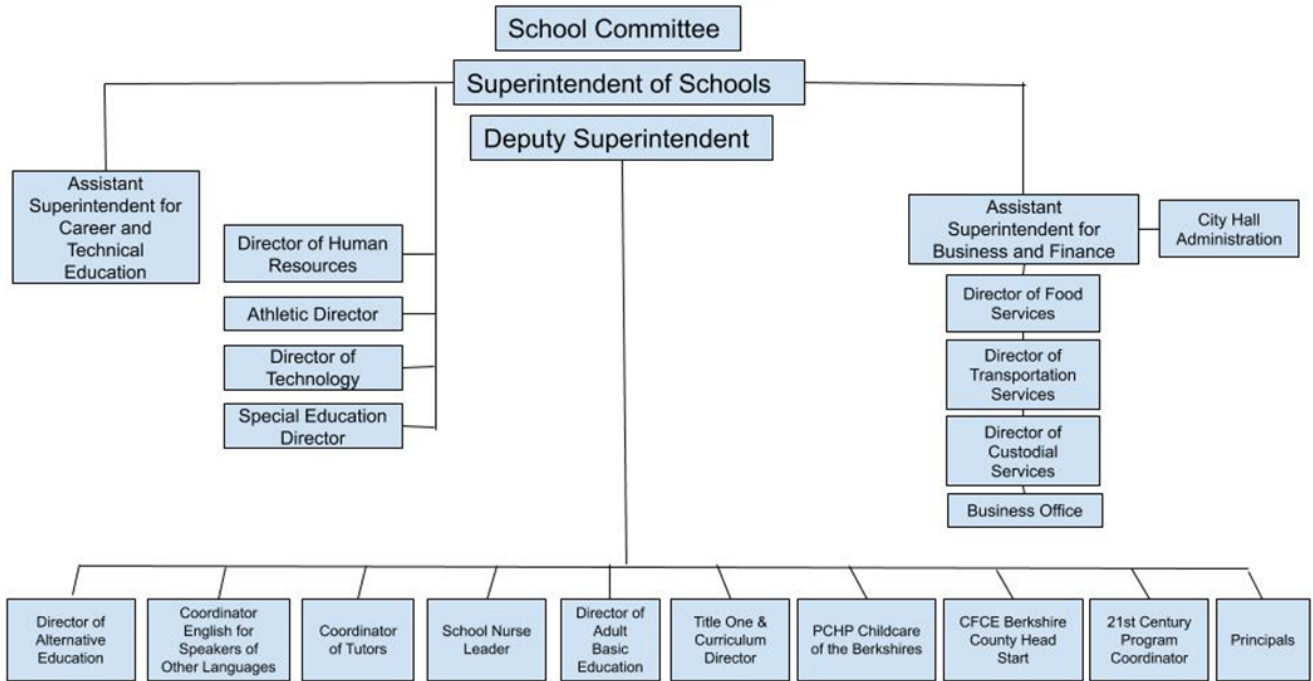
PITTSFIELD PUBLIC SCHOOLS FISCAL YEAR 2023 BUDGET

	FY20 Budget	FY21 Budget	FY22 Budget	Increase/Decrease		
				FY23 Budget	FY22 to FY23	
					\$	
Total Costs by Function:						
1000 ADMINISTRATION	1,603,449	1,609,771	1,711,787	1,895,347	183,560	10
2000 INSTRUCTIONAL	50,256,457	49,849,658	52,335,979	55,822,847	3,486,868	6.
3000 OTHER SCHOOL SERVICES (Nurses, Bus Operations)	3,442,389	3,645,177	3,779,856	4,526,341	746,485	19
4000 OPERATIONS & MAINTENANCE (Technology and Custodial)	5,767,459	5,955,499	6,033,765	6,372,746	338,981	5.
5000 FIXED COSTS	309,004	317,235	329,410	472,358	142,948	43
6000 ADULT LEARNING	68,074	68,074	68,074	68,074	0	0.
7000 ACQUISITION OF FIXED ASSETS	97,682	97,682	102,225	234,047	131,822	12%
9000 TUITION PAYMENTS	3,569,186	3,570,604	3,570,604	3,626,502	55,898	1.
TOTAL	65,113,700	65,113,700	67,931,700	73,018,262	5,086,562	7.
FUNDING SOURCES:						
	FY20 Budget	FY21 Budget	FY22 Budget		\$ Change	% C
City Council Appropriation	64,493,700	64,493,700	67,311,700	72,398,262	5,086,562	7.
School Choice Revenues	597,302	570,000	570,000	570,000	0	0.00
Richmond Tuition Revenues	22,698	50,000	50,000	50,000	0	0.00
Vocational Tuition Revolving Account	0	0	0	0	0	0.00
Subtotal Tuition Revolving:	620,000	620,000	620,000	620,000	0	0.00
TOTAL, ALL FUNDING SOURCES	64,101,700	65,113,700	67,931,700	73,018,262	5,086,562	7.49



Organizational Chart

The Public Schools of Pittsfield • Organizational Chart

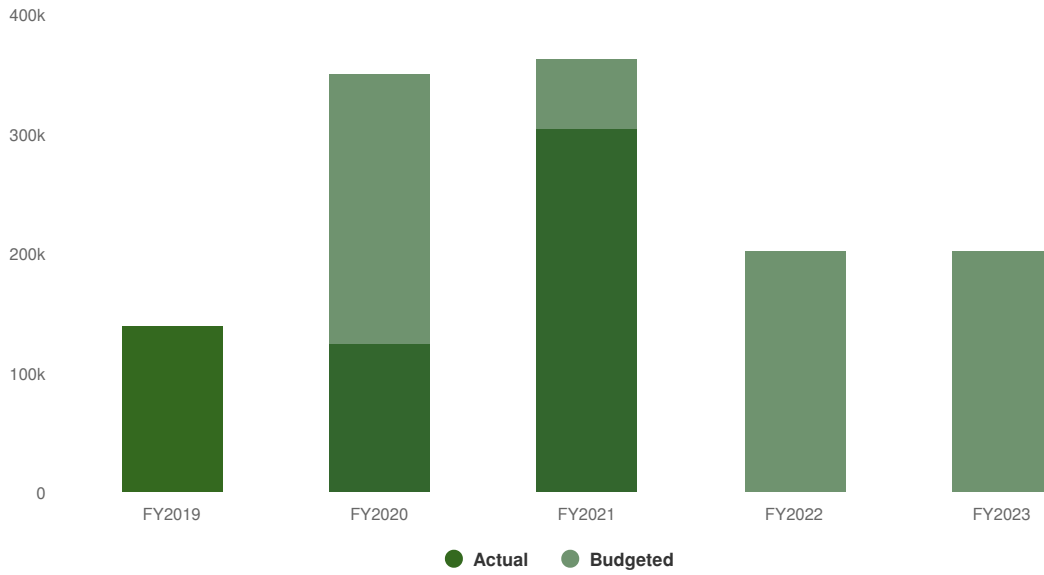


Parking

Expenditures Summary

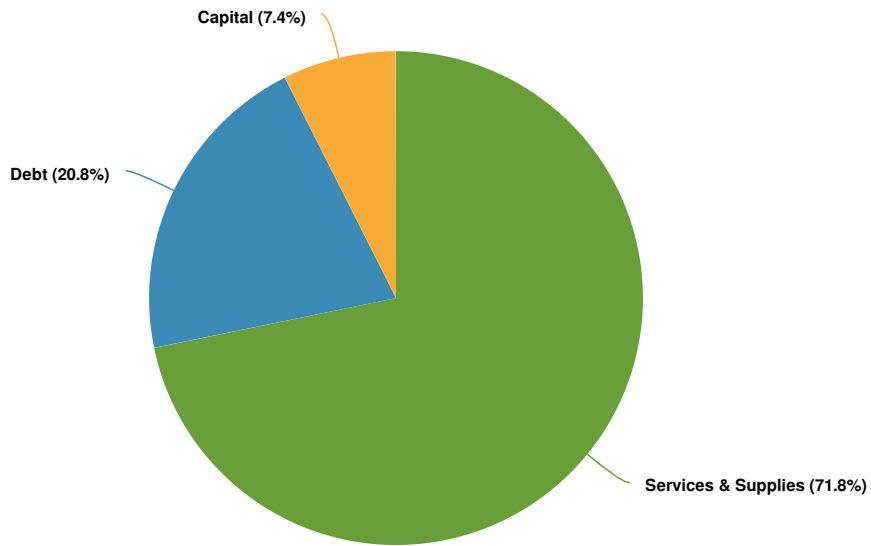
\$202,000 **\$0**
(0.00% vs. prior year)

Parking Proposed and Historical Budget vs. Actual

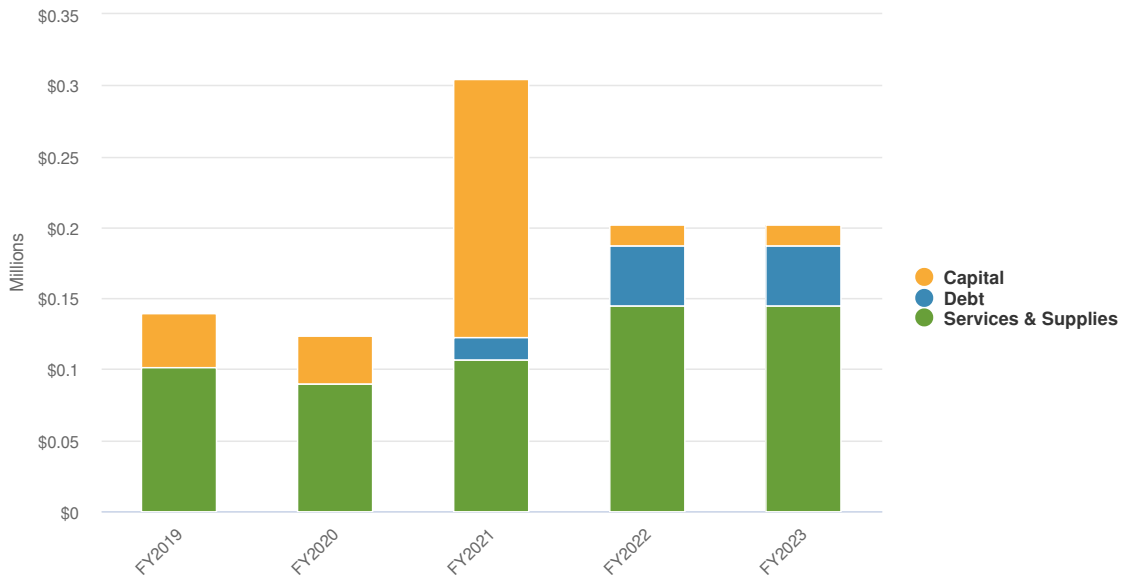


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Expense Objects							



Name	Account ID	FY2020 Actuals	FY2021 Actuals	FY2022 Adopted Budget	FY2023 Budgeted	FY2022 Adopted Budget vs. FY2023 Budgeted (\$ Change)	FY2022 Adopted Budget vs. FY2023 Budgeted (% Change)
Services & Supplies							
CONTRACTUAL SERVICES	21800-52000	\$34,885	\$55,361	\$45,000	\$45,000	\$0	0%
GARAGE MAINTENANCE	21800-52501	\$15,396	\$14,729	\$50,000	\$50,000	\$0	0%
SUPPLIES	21800-54227	\$12,429	\$13,086	\$20,000	\$20,000	\$0	0%
BANK SERVICE CHARGES	21800-57800	\$26,996	\$23,883	\$30,000	\$30,000	\$0	0%
Total Services & Supplies:		\$89,706	\$107,060	\$145,000	\$145,000	\$0	0%
Capital							
EQUIPMENT	21800-58500	\$34,371	\$5,852	\$15,000	\$15,000	\$0	0%
CAPITAL IMPROVEMENTS	21800-58900	\$0	\$175,541	\$0	\$0	\$0	0%
Total Capital:		\$34,371	\$181,393	\$15,000	\$15,000	\$0	0%
Debt							
LONG TERM DEBT INTEREST	21800-59150	\$0	\$15,986	\$42,000	\$42,000	\$0	0%
Total Debt:		\$0	\$15,986	\$42,000	\$42,000	\$0	0%
Total Expense Objects:		\$124,077	\$304,439	\$202,000	\$202,000	\$0	0%



CAPITAL IMPROVEMENTS



Capital Improvements Plan Overview

The proposed FY2023 – FY2027 Capital Improvements Plan (CIP) for the City of Pittsfield invests more than \$235 million in a variety of important capital projects, prioritizing roadway quality, a variety of parks and recreational opportunities, City and School facility improvements, safe and functional vehicles and equipment for staff, and modern information technology.

The proposed General Fund (GF) Capital Investment Strategy recommends a commitment of 6.5% of GF revenues for capital projects. The plan also includes significant funding through the Federal government's American Rescue Plan Act (ARPA). In addition, the proposed CIP funds all water and wastewater capital projects from enterprise fund revenues (i.e. water/sewer rates and retained earnings) and reflects the City's substantial efforts to seek State grant funds and other funding sources for capital projects.

The comprehensive FY2023 – FY2027 CIP proposed in this report is a roadmap for the future.



Capital Planning: Purpose and Process

According to the Massachusetts Department of Revenue (DOR), a capital plan is a blueprint for planning a community's capital expenditures and "one of most important responsibilities of local government officials." Indeed, a municipality that fails to continually reinvest in its capital assets or fails to plan strategically for capital needs could likely face expensive, emergency expenditures, failure to meet development goals, and even catastrophic safety and health impacts. Furthermore, capital planning is one component of financial management that credit rating agencies consider when assessing credit quality.

The City's Charter and financial policies provide guidance as to the process and content of the City's Capital Improvement Program.

The City's CIP is also guided by the following best practices:

- It should be a comprehensive plan that includes not only City-funded projects, but projects funded through other means as well (e.g., State or Federal funding).
- It should be a multi-year plan, which provides multiple benefits, such as strategic debt management, coordination of projects, and the avoidance of emergency costs.
- It should include a capital investment strategy that extends across the six-year period, allowing for a more accurate projection of future capital costs and annual budgetary impact.

The CIP was developed in three phases: 1) Capital Needs Assessment, 2) Development of the Capital Investment Strategy, and 3) Development of the project plan.

Phase 1: Capital Needs Assessment

Departments were provided with an online request form asking them to describe their proposed project(s), justify each project, prioritize projects, and identify the fiscal year(s) in which the project should be completed. In addition, departments were asked to indicate if non-local funds might be available to support the project and to anticipate the impact of the project on the City's operating budget. For example, savings could be realized if the purchase of new equipment could reduce the cost of future repairs. See Appendix 3 for a copy of the online request form. This was a time-intensive process for staff, which required reviewing asset inventories, finding available data on asset condition and performance, and projecting out work for a six-year period.

After working with department heads to obtain as much detail as possible about each project, the City finance team then reviewed and prioritized projects based on an established series of criteria. The criteria include:

- State/Federal mandate or legal obligation or liability
- Threat to health and safety
- Advancement of adopted plans, studies, and goals
- Department priority
- Impact on service to residents/businesses
- Distribution of benefit
- Economic benefits
- Environmental benefits
- Impact on operating budget
- Availability and likelihood of external funding
- Risk and impact of failure
- Impact on internal effectiveness and/or efficiency

The finance team relies on complete and accurate data from department heads in order to fully assess a project's merits. A project's modest prioritization may be the result of missing or incomplete information about the project and its justification. Such situations underscore the importance of the submission of



comprehensive data for each project in order to best reflect the level of importance it deserves. That said, the final decision about inclusion in the CIP may be based on a number of factors, above and beyond the criteria listed above

Phase 2: Development of the Capital Investment Strategy

There was a review of the City's existing debt profile, authorized and unissued debt, capital leases, stabilization and special funds, and revenue and expenditure forecasts. After reviewing General Fund spending over a multi-year historical period, the team compared capital spending to net budget. Net budget is defined as the total amount raised on the tax rate recapitulation sheet less any excluded debt or capital exclusions, enterprise funds, community preservation funds, and Massachusetts School Building Authority (MSBA) assistance. The goal is to measure annual General Fund capital spending as a percent of the General Fund operating budget to ensure that an appropriate share of General Fund revenues is reinvested through the capital plan.

Phase 3: Development of the Project Plan

After setting a target investment level, the City leadership, guided by project prioritization and other data provided by Department Heads, generated a list of top-priority projects. For projects to be funded through debt, a conservative projection of debt service was used. The cost of the projects was compared with the target capital spending until the total cost of the FY2022 projects was balanced with the available funding. For the remaining years, the plan shows a deficit which will need to be addressed through each annual cycle. Projects may be removed, postponed, and/or reduced in scope and/or additional resources may be identified.

Managing the Plan in the Future

Annually, City staff reassess the capital needs of all departments, extending the outlook to include the next year. This annual process allows for the reassessment of the scope, timing, and cost of projects that are included in the current CIP. In addition, the City finance team may update the assumptions and targets in the Capital Investment Strategy in order to determine the resources available for the plan's time period. These assumptions and targets reflect other components of the City's comprehensive financial plan, such as a five-year financial forecast, operating budget priorities, and financial policies.

Possible Funding Sources

There are a number of ways to finance municipal capital improvement projects. Some of the most common methods are:

Local Resources

- **Municipal Indebtedness:** The most commonly used method of financing large capital projects is general obligation bonds (also known as “GO Bonds”). They are issued for a period of time ranging from 5 to 30 years, during which time principal and interest payments are made. Making payments over time has the advantage of allowing the capital expenditures to be amortized over the life of the project. Funding sources used to pay back the debt can include:
- **Bonds funded within the tax limits of Proposition 2½:** Debt service for these bonds must be paid within the tax levy limitations of proposition 2½. Funds used for this debt must be carefully planned in order to not impact the annual operating budget.
- **Bonds funded outside the tax limits of Proposition 2½:** Debt service for these bonds is paid by increasing local property taxes in an amount needed to pay the annual debt service. Known as a Debt Exclusion or Exempt Debt, this type of funding requires approval by a 2/3 vote of the local appropriating authority and approval by a majority of voters participating in a ballot vote. Prior to the vote, the impact on the tax rate must be determined so voters can understand the financial implications.[\[1\]](#)
- **Capital Outlay / Pay as You Go:** Pay as You Go capital projects are funded with current revenues (typically tax levy or free cash) and unexpended balances in previously approved projects. The entire cost is paid off within one year, so no borrowing takes place. Projects funded with current revenues are customarily lower in cost than those funded by general obligation bonds because there are no interest costs. However, funds to be used for this purpose must be carefully planned in order to not impact the annual operating budget. For this reason, Pay as You Go capital projects are typically lower in value than projects funded by borrowing.
- **Capital Outlay / Expenditure Exclusion:** Expenditure Exclusion projects are similar to Pay as You Go, above, except taxes are raised outside the limits of Proposition 2½ and are added to the tax levy only during the year in which the project is being funded. As with a Debt Exclusion, Expenditure Exclusion funding requires approval by a 2/3 vote of the local appropriating authority and approval by a majority of voters participating in a ballot vote. Prior to the vote, the impact on the tax rate must be determined so voters can understand the financial implications. Capital outlay expenditures may be authorized for any municipal purpose for which the municipality would be authorized to borrow money.
- **Capital Stabilization Fund:** Local officials can set aside money in a stabilization fund – outside of the general fund - to pay for all or a portion of future capital projects. According to MGL Chapter 40, Sec. 5B, a 2/3 vote is required by City Council to initially set up the fund. Subsequently, a majority vote of City Council is required to appropriate money into the fund and a 2/3 vote is required to appropriate money out of this fund. In addition, City Council, by a 2/3 vote, may dedicate certain revenue streams to a stabilization fund.
- **Sale of Surplus Real Property:** Pursuant to Massachusetts General Laws, when real estate is sold, the proceeds must first be used to pay any debt incurred in the purchase of the property. If no debt is outstanding, the funds “may be used for any purpose or purposes for which the town, city, or district is authorized to incur debt for a period of five years or more...except that the proceeds of a sale in excess of five hundred dollars of any park land by a town, city, or district shall be used only by said town, city, or district for acquisition of land for park purposes or for capital improvements to park land” (MGL Chapter 44, Sec. 63).



- **Free Cash:** Free Cash represents the remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the previous year, actual receipts in excess of revenue estimated on the tax recapitulation sheet, and unspent amounts in budget line items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the June 30 balance sheet, which is submitted by the municipality's auditor, accountant, or comptroller. Free cash is not available for appropriation until certified by the Director of Accounts.
- **Special Purpose Funds:** Communities also have established numerous "Special Purpose Accounts" for which the use is restricted to a specific purpose, some of which may be investment in department facilities and equipment. There are numerous state statutes that govern the establishment and use of these separate accounts. Examples include ambulance, recreation, cemetery lot sale, and parking revenues.

Federal, State, and Private Grants and Loans

Other revenue sources may include grants or loans from federal, state, or private sources. For example, federal money is used for bridge and roadway projects listed on the State Transportation Improvement Plan. Private funds are sometimes available from "Friends of..." groups for local libraries or councils on aging. However, the State provides the most opportunities for funding through various programs.

Key potential State funding sources for the City of Pittsfield include:

- **Massachusetts Chapter 90 Roadway Funds:** Each year, the Massachusetts Department of Transportation (MassDOT) allocates funds to cities and towns for roadway construction, maintenance, or improvement. Funds may also be used for other work incidental to roadway work, such as the construction of a garage to house related vehicles, or the purchase of related vehicles, equipment, and tools. Chapter 90 is a 100% reimbursable program. Funding is accomplished through the issuance of transportation bonds and apportioned to municipalities based on three factors: 1) accepted road miles, 2) population, and 3) total employment within the municipal borders. Road miles is the most heavily weighted factor at 58.33%; the others are each weighted at 20.83%.
- **MassWorks Infrastructure Program:** This is a competitive grant program through the Executive Office of Housing and Economic Development that provides capital funds for municipalities and other eligible public entities to complete public infrastructure projects that support and accelerate economic and housing development throughout the Commonwealth and/or address roadway safety concerns.
- **MassDOT Complete Streets:** A Complete Street is one that provides safe and accessible options for all travel modes – walking, biking, transit, and motorized vehicles – for people of all ages and abilities. MassDOT has a program to encourage municipalities to move toward a Complete Streets model. One component of the program is construction funding after the municipality has passed a Complete Streets Policy and developed a Prioritization Plan.
- **PARC grant program:** Through the Executive Office of Energy & Environmental Affairs, PARC grants are available for the purchase, construction, or renovation of parks and outdoor recreation spaces. Any town with a population of 35,000 or more year-round residents or any city regardless of size is eligible to apply as long as they have submitted an up-to-date Open Space and Recreation Plan. This is a reimbursement program with the typical maximum award being \$400,000. Reimbursement rates are determined by a community's equalized valuation per capita decile rank; The City of Pittsfield was eligible for the maximum reimbursement rate of 70% in FY2021, and this is unlikely to change for the period of the FY2022 – FY2026 CIP.
- **Community Compact IT grant program:** Through the Community Compact Cabinet, this program offers grants of up to \$200,000 for "one-time capital needs such as technology infrastructure, upgrades and/or purchases of equipment or software. Incidental or one-time costs related to the capital purchase such as planning, design, installation, implementation and initial training are eligible."[\[2\]](#)



- **Green Communities Division grants:** The Department of Energy Resources provides grants through its Green Communities Division intended to reduce energy use through clean energy projects, including vehicle/equipment, building, and school facilities projects. For example, projects may include HVAC upgrades, solar, energy audits, idle reduction technology, lighting retrofits, window/door weatherization, hybrid/electric vehicles, and vehicle charging stations, to name a few.
- **Massachusetts School Building Authority (MSBA):** The MSBA provides funding for school repair and construction via a series of programs. In the School Building Program, projects must be accepted into the process in response to the submission of a Statement of Interest which identifies a facility problem to be solved. Subsequently, the community must appropriate funding for schematic design and later for construction before the MSBA will commit to its share of the project. If accepted, the MSBA determines the amount of reimbursement it will offer based upon community need, with a minimum base rate of 31%. The percent of reimbursement can then be increased based upon three factors: community income factor, community property wealth factor, and community poverty factor. Through the Accelerated Repair Program, the MSBA will fund roof, window, and boiler projects with an expected 18-month completion date. Funding can be provided for multiple projects in a single district in a year. The Major Repairs Program includes roofs, windows, and boilers, but can also include other significant building renovations. Districts are limited to one project per year under the Major Repair Program, but work can be more substantial than under the Accelerated Repair Program.



Capital Assets in Pittsfield

The area that became Pittsfield was originally the homeland of the Mohican Tribe. A group of young European men came and began to clear the land in 1743, but threats of Indian raids associated with the conflict of the French and Indian War soon forced them to leave. In 1752 European settlers returned and a village began to grow, which was incorporated as Pontoosuck Plantation in 1753. By 1761 there were 200 residents and the plantation became the Cityship of Pittsfield, named in honor of British Prime Minister William Pitt, who later championed the colonists' cause before the revolution.

By the end of the revolutionary war, Pittsfield's population had expanded to nearly 2,000 residents. While primarily an agricultural area, because of the many brooks that flowed into the Housatonic River, the landscape was dotted with mills that produced lumber, grist, paper and textiles. With the introduction of Merino sheep from Spain in 1807, the area became the center of woolen manufacturing in the United States, an industry that would dominate the community's employment opportunities for almost a century.

The City's population rose slowly into the early 20th century, with significant increases between 1900 and 1930 during the initial expansion of the Stanley Electric Works and its purchase by General Electric. The City's population peaked in the late 1950s/early 1960s at just under 60,000, driven by the success of GE, which at one point had a local workforce of over 13,000. With the closure/relocation of much of the GE work, the population declined. Today the population is estimated to be approximately 43,000.

As the population grew and local government services evolved, the City built infrastructure to provide important services to residents such as roads, water and sewer systems, schools, and parks. These systems remain in place today and must be maintained along with the City's vehicles and other equipment to ensure that City can continue to provide valuable services to its residents. Infrastructure components for which the City of Pittsfield is responsible for include:

Facilities

The City of Pittsfield occupies and manages a series of buildings and building complexes that serve a multitude of purposes from City Hall to the Berkshire Athenaeum to the Ralph Froio Senior Center. Each of these facilities must be maintained on a regular basis to ensure the safety of workers and the general public. Buildings and the major components therein, such as the HVAC system, roof, flooring, electrical, plumbing, and elevators, have certain lifespans and so major upgrades and/or replacements are necessary in order to maintain the functionality of these facilities.

The most up-to-date insurance schedule values all City-owned facilities and their contents at more than \$400 million. This includes municipal, school, utility, and park/recreation facilities.

PITTSFIELD CITY FACILITIES			
<i>Note: School, Utility, and Park/Recreation Facilities will be discussed in subsequent sections</i>			
Name	Address	Year Constructed/ Renovated	Approx. Sq. Ft.
Airport (Terminal, Hangars)	832 Tamarack Rd		26,489
Berkshire Athenaeum	1 Wendell Ave	1974	45,938
City Hall	70 Allen St	1910	32,090
Lichtenstein Center for the Arts	28 Renne Ave	1927	
Police Station	39 Allen St	1939	25,057
Ralph Froio Senior Center	330 North St	1993/2001	17,700
Captain Villanova Training Center	54 Pecks Rd		
Fire Headquarters (E3)	74 Columbus Ave	1974	16,589
Fire Station (E1)	330 W Housatonic St	1950	3,283
Fire Station (E2)	9 Somerset Ave	1969	6,030



Fire Station (E5) and Training Facility	54 Pecks Rd	1950	6,341 (combined)
Fire Station (E6)	6 Holmes Rd	1963	4,280
Building and Maintenance Administrative Office	81 Hawthorne Ave	1947	11,358
DPS Highway Garage, Salt Shed, etc.	232 W. Housatonic St		38,452
McKay Parking Garage	Depot St	1988	312,508

The City, through its participation in the State's Green Communities program, has received grants for energy efficiency projects. Most recently, in July 2017, the City was granted \$49,543 to fund a heating system conversion from electric to high-efficiency natural gas in the Lichtenstein Art Center and \$250,000 to fund the conversion of all electric heating system to high-efficiency natural gas powered condensing boiler system at the Berkshire Athenaeum. In addition to these projects, the City has converted its streetlight to energy efficient LED, switched to electric vehicles for parking control activities, and plans to replace all the windows within its fire stations which in most cases are original to the buildings.

Pittsfield Airport

The Pittsfield Municipal Airport is a regional general aviation airport that is owned and operated by the City of Pittsfield. The airport is under the care, custody and management of a seven-member Pittsfield Municipal Airport Commission. The members of the Commission are appointed by the Mayor. The airport has two lighted asphalt runways and covers 550 acres. Runway 8/26 is 5,791 ft. long while runway 14/32 is 3,496 ft. long. As of January 2021, there were a reported 32 aircraft based at the airport, including 18 single engine planes, 5 multi engine planes, and 9 jet airplanes. Data show an average of 92 aircraft operations per day, of which 59% are locally-based flights, 27% transient general aviation, 11% air taxis, and 3% from military operations.[\[3\]](#)

Information Technology

The City's core information technology (IT) infrastructure includes a citywide fiber optic network, physical and virtualized servers, high availability clustering, network switches / routers, wireless access points, firewalls and content filters, redundant internet connections, VoIP phones (voice over Internet Protocol) and PoE (power over Ethernet) equipment including building access and surveillance equipment. The City's primary data center is located in City Hall with failover and redundancy located locally in other city facilities.

PITTSFIELD SOFTWARE APPLICATIONS	
Department	Software
All Users	Windows 10 / Office 2016, Sophos Antivirus, Barracuda Email Archiver, Parallels RAS, ZOOM
Assessor	iasWorld
City Clerk	FileMaker Pro, Full Circle Technologies
Department of Public Work (DPW)	AutoCAD, ESRI ArcGIS, Accela Public Stuff CRM
Finance and Treasury	Tyler Technologies - MUNIS
Fire Department	Emergency Responding, Streetwise
Inspectional and Health Services	Full Circle Technologies
Police Department	IMC

Parks and Open Space

Pittsfield is a major regional center for active and passive recreation with a state forest, a ski area, two major lakes, river access points, and many parks and conservation areas. These points serve not only the local residents and people in the county, but frequently visitors from other parts of Massachusetts and out-of-state as well. With this extensive inventory of resources, the City has recently announced its intention to increase its focus on building upon the outdoor recreation economy.



OPEN SPACE FACILITIES OWNED/MANAGED BY CITY OF PITTSFIELD[\[4\]](#)

Name	Size (acres)	Amenities	Address
Allen Heights Park	2.3	Playground equipment	150 Windsor Ave
Belanger Park	5.5	Baseball field, track, playground, restrooms	372 Newell St
Burbank Park	188	Boat launch, fishing pier, walking trail, picnic grove, beachfront, restrooms, playground, dog park	500 Lakeway Dr
Carrie Bak Park	0.7	Playground equipment	150 Danforth St
Christopher R. Porter Park	2.3	Playground equipment	37 Highland Ave
Clapp Park		Baseball fields, walking track, basketball court, splash pad, restrooms	W. Housatonic St
Common	7.1	Splash pad, amphitheater, basketball court, pavilion, restrooms	100 First St
Coolidge Park	28	Fitness equipment cluster, playing field	220 West Union St
Crane Park	1.9	Playground equipment, basketball court, inline hockey rink	100 Dartmouth St
Deming Park	9.6	Baseball fields, playground equipment, restrooms	84 Meadow Lane
Dorothy Amos Park	2.1	Basketball courts, playground equipment	320 West St
Doyle Complex		Softball complex	Benedict Rd
Durant Park	2.1	Basketball court, restrooms, playground equipment, baseball field	30 John St
Kirvin Park	227	Playing fields, playground equipment	974 Williams St
Lebanon Park	6	Playground equipment, basketball court, playing fields	185 Lebanon Ave
Marchisio Park	19	Baseball field, basketball court, playground equipment, playing field	276 Dalton Division Rd
Osceola Park	9	Baseball field, playground equipment, playing field, sledding hill with rope tow	50 Osceola St
Park Square	0.7	Historic monuments, fountain, sitting area	1 Bank Row
Persip Park	0.1	Performance stage, sitting area, city information kiosk	175 North St
Pittsfield Skate Plaza	0.5	Skate park	1 Appleton Ave
Pontoosuc Lake Park	23	Boat launch, picnic grove, beach front, restrooms	40 Hancock Rd
Ray Crow Park	0.9	Basketball court, playground equipment,	25 Winter St



OPEN SPACE FACILITIES OWNED/MANAGED BY CITY OF PITTSFIELD ^[4]			
Name	Size (acres)	Amenities	Address
Sotille Park	0.1	Sitting area	200 North St
South Street Memorial Park	2.2	Historic monument, sitting area	292 South St
Springside Park	246	Nature trails, playground equipment, baseball fields, gardens, greenhouse, Springside House	874 North St
Wahconah Park	102	Baseball stadium, basketball court, playing field	Wahconah St
Wellesley Park	1	Sitting area	50 Wellesley St
West Memorial Park	4	Playground equipment, playing field	50 Cheshire Rd
WestSide Riverway Park	2	Pavilion, river access	185 Dewey Ave
Wild Acres	112.5	Pavilion, restrooms, nature trails, fishing pond	500 South Mountain Rd

Roads, Bridges and Related Infrastructure

There are approximately 229 miles of roadway in the City, the vast majority of which are City-owned. There are nearly 196 miles of City streets, 17.6 miles of private streets, and 11.5 miles of State roadway maintained by the Massachusetts Department of Transportation (MassDOT). Downtown Pittsfield is at the crossroads of U.S. Route 7 and U.S. Route 20. Other State numbered roadways that pass within City borders include Interstate-90, Route 8, Route 9, and Route 41. Roads are typically classified into three categories:

- **Local streets** comprise approximately 65% of the roads in Pittsfield. These roads provide access to residential properties and generally have lower speed limits.
- **Collector roads** make up about 12% of the City's road network. These roads primarily collect traffic from local streets and funnel it to arterial streets and vice versa.
- **Arterial roadways** comprise around 22% of roads in the City. These roads are designed for mobility, carrying traffic at greater speeds over longer distance than other roads. These streets are typically numbered. These roadways may be maintained by the State and function as part of a regional highway system^[5].

Roads degrade over time through use and as a result of water infiltration, which can cause damage through freeze/thaw cycles common here in New England. Therefore, capital reinvestment as well as ongoing maintenance are necessary.

The Housatonic River flows through the City of Pittsfield, and there are other waterways and railroad tracks that fall within City boundaries. As a result, there many bridges in the City, including 40 bridges and large culverts that are owned by the City of Pittsfield, as evidenced by MassDOT's bridge inventory.^[6] The State is responsible for inspecting these bridges, but the City is responsible for repairs and replacement. There are also many smaller municipally-owned culverts in the City.

PITTSFIELD BRIDGES & MAJOR CULVERTS			
Facility Carried	Feature Intersected	Structure Type	Year Built/Reconst'd
East St	Housatonic River	Box Beam or Girders - Single or Spread	1998



PITTSFIELD BRIDGES & MAJOR CULVERTS

Facility Carried	Feature Intersected	Structure Type	Year Built/ Reconst'd
Merrill Rd	RR CSX	Stringer/Multi-beam or Girder	2001
Wahconah St	Housatonic River	Slab	1970
Wahconah St	Housatonic River	Stringer/Multi-beam or Girder	1951
US 20 /US7/SOUTH	Housatonic River	Stringer/Multi-beam or Girder	1900/1937
US 20 W HOUSATONIC	Housatonic River	Stringer/Multi-beam or Girder	1947
US 20 W HOUSATONIC	Housatonic River	Tee Beam	1913/1932
US 20 W HOUSATONIC	Housatonic River	Tee Beam	1932
Hancock Rd	Housatonic River	Stringer/Multi-beam or Girder	1996
Pomeroy Ave	Housatonic River	Stringer/Multi-beam or Girder	1949
Linden St	Housatonic River	Slab	1982
Melbourne Rd	Housatonic River	Stringer/Multi-beam or Girder	1938
Pomeroy Ave	Housatonic River	Stringer/Multi-beam or Girder	1936/1993
Hubbard Ave	Housatonic River	Stringer/Multi-beam or Girder	1995
E New Lenox	Sackett Brook	Slab	1936/1989
Holmes Rd	Housatonic River	Stringer/Multi-beam or Girder	1962
Dawes Ave	Housatonic River	Box Beam or Girders - Multiple	1928/1999
Elm St	Housatonic River	Arch - Deck	1911
Barker Rd	Housatonic River	Stringer/Multi-beam or Girder	1946
Newell St	Housatonic River	Box Beam or Girders - Multiple	1930/1991
West St	Housatonic River	Arch - Deck	1904
Pecks Rd	Onota Brook	Stringer/Multi-beam or Girder	1987
Lyman St	Housatonic River	Stringer/Multi-beam or Girder	1913/1987
Pontoosuc	Housatonic River	Slab	1993
Hancock Rd	Daniels Brook	Frame (except frame culverts)	1930
US 7 NORTH ST	Other/Pedestrian	Culvert (includes frame culverts)	1997
Ann Dr Ext	Sackett Brook	Culvert (includes frame culverts)	1976
West St	Smith Brook	-	1850/1900
Hubbard Ave	Barton Brook	-	1850/1900
Second St	RR CSX	Box Beam or Girders - Multiple	1999
Taconic Island	Housatonic River	Stringer/Multi-beam or Girder	1920
Cadwell Rd	Housatonic River	Culvert (includes frame culverts)	1996
Cloverdale	Housatonic River	Culvert (includes frame culverts)	
Hungerford	Jacoby Brook	Stringer/Multi-beam or Girder	1850
New Rd	Housatonic River	Truss - Thru	2008
Churchill St	Park Brook	-	1850/1900
Elmvale Pl	Onota Brook	-	1850/1900
ST 41 CNTRL BKSHRE	Shaker Brook	Stringer/Multi-beam or Girder	1850/2007
US 20 W HOUSATONIC	Maloy Brook	Culvert (includes frame culverts)	1913/1932
Pecks Rd	Onota Brook	-	1850/1900
US 20 @ STA 240	Shaker Brook	Tee Beam	1919/1932
Mill St	Housatonic River	Arch - Deck	1907
Columbus Ave	Housatonic River	Box Beam or Girders - Single or Spread	1996
New Rd	Housatonic River	Culvert (includes frame culverts)	1982
Hungerford	Housatonic River	Tee Beam	1935
Hungerford	Housatonic River	Box Beam or Girders - Single or Spread	1947/2009
Lebanon Ave	Housatonic River	Stringer/Multi-beam or Girder	1913/1995
HWY GOVERNMENT D	Center St	Stringer/Multi-beam or Girder	1974
Lakeway Dr	Onota Lake	Stringer/Multi-beam or Girder	1936
ST 41 CNTRL BKSHRE	Beagle Brook	Culvert (includes frame culverts)	1991
Woodlawn Ave	RR CSX	Stringer/Multi-beam or Girder	2016



PITTSFIELD BRIDGES & MAJOR CULVERTS			
Facility Carried	Feature Intersected	Structure Type	Year Built/ Reconst'd
Hungerford	Housatonic River	Box Beam or Girders - Single or Spread	2009
Gale Ave	RR CSX	Stringer/Multi-beam or Girder	1909/2001
S Merriam St	RR CSX	Stringer/Multi-beam or Girder	1992
North St	RR CSX	Stringer/Multi-beam or Girder	1983
US 7 FIRST ST	RR CSX	Stringer/Multi-beam or Girder	1900/1948
Junction Rd	RR CSX	Girder and Floor beam System	1886/2004
Holmes Rd	RR HRR	Box Beam or Girders - Multiple	1977
US 20 /US7/SOUTH	RR HRR	Stringer/Multi-beam or Girder	1900/1938
US 20 W HOUSATONIC	RR CSX	Stringer/Multi-beam or Girder	1933
Dalton Ave	RR HRR	Stringer/Multi-beam or Girder	1845/1936

School Facilities

Pittsfield's public school system has over 6,000 students with eight elementary schools (Allendale, Capeless, Crosby, Egremont, Morningside, Conte, Stearns, and Williams), two middle schools (Herberg and Reid), and two high schools (Pittsfield High and Taconic High). Public schools in Pittsfield can trace their founding to 1844 when a town meeting was held to establish the community's first school. Administrative offices are located at 269 First Street.

PITTSFIELD PUBLIC SCHOOL FACILITIES ^[7]					
Facility	Grades	Address	Year Built	Sq. Ft.	Enrollment
Allendale Elementary School	K-5	180 Connecticut Ave	1951	48,133	269
Capeless Elementary School	PK-5	86 Brooks Ave	1951	38,654	167
Conte Community School	PK-5	200 West Union St	1974	69,518	322
Crosby Elementary School	PK-5	517 West St	1962	69,826	321
Egremont Elementary School	K-5	84 Egremont Ave	1951	63,869	414
Herberg Middle School	6-8	501 Pomeroy Ave	1953	108,640	554
Morningside Community School	PK-5	100 Burbank St	1975	69,654	347
Pittsfield High School	9-12	300 East St	1931	203,051	730
Reid Middle School	6-8	950 North St	1953	115,036	525
Stearns Elementary School	K-5	75 Lebanon Ave	1960	40,343	208
Taconic High School	9-12	96 Valentine Rd	1969	189,686	869
Williams Elementary School	K-5	50 Bushey Rd	1957	48,298	254

In addition to the buildings, the athletic fields, parking lots, and roads on the school sites and school vehicles and equipment must be maintained.

Water System

Pittsfield's first water supply system was a two-mile aqueduct of wooden pipes constructed in 1754. Later, as settlement grew in the area, multiple attempts at an efficient water system were unsuccessful and plagued by challenges. Finally, in 1876, the then-Town replaced their method of cement-lined pipes with cast-iron pipes. In 1892, Pittsfield acquired the waterworks from the Pittsfield Fire District.^[8]

Today, the City relies on six surface water reservoirs and two water treatment facilities to supply water to its residents and businesses. All six surface water reservoirs are located outside the City. Cleveland and Sackett Reservoirs are located in the Town of Hinsdale; Ashley Lake, Lower Ashley Intake Reservoir, Farnham Reservoir, and Sandwash Reservoir are located in the Town of Washington. The two water treatment facilities are located



outside the City as well. The Ashley Water Treatment Plant is located in the Town of Dalton, and the Cleveland Water Treatment Plant in the Town of Hinsdale. Water from the surface reservoirs is pumped from the reservoirs and travels via a complex system of pipes and water mains to one of these two treatment plants.

The majority of the City's drinking water is supplied from the Cleveland Reservoir, yielding approximately 7.5 million gallons per day. Flow from the Windsor and Cady Brooks is also diverted into the Cleveland Reservoir watershed. Water from the Cleveland Reservoir is filtered, pH-adjusted for corrosion control, and disinfected at the Cleveland Water Treatment Plant.

The Ashley Reservoir System includes five reservoirs. Ashley Lake Reservoir flows through Ashley Brook to the Ashley Intake Reservoir. Water from the Sandwash Reservoir flows through an aerator, an open canal, and then a semi-closed aqueduct to the Farnham Reservoir. Water from the Farnham Reservoir flows to the Ashley Intake structure then to the Ashley Water Treatment Plant. Water from the Sackett Brook Reservoir also flows via an aqueduct to the Ashley Intake structure then to the Ashley Treatment Plant. The Ashley Water Treatment Plant operates in the same manner as the Cleveland Treatment Plant; water is filtered, pH adjusted for corrosion control and disinfected prior to distribution.^[9]

Treated water reaches homes and businesses through a system of water tanks, pumping stations, and pipes. In 2018, some improvements were made to the City's water system. These include: 7 hydrants were replaced; the water main on outer West Housatonic Street was cleaned and lined; the Valentine Road and Plumb Street tanks were cleaned and internally inspected, and; the rehabilitation of the Upper Sackett Reservoir Dam was completed.^[10]

Sewer System

Wastewater from homes and businesses is collected and brought to the treatment plant through a system of pipes and lift stations. Currently, sewer services are available to approximately 95% of Pittsfield's residents. The plant also treats wastewater from Dalton, Hinsdale and sections of Lenox. According to the City, 12 million gallons of wastewater flow are treated per day. The wastewater treatment plant is located on Holmes Rd at the Lenox border. The plant processes the raw sewage through a primary and secondary treatment system and discharges the treated effluent to the Housatonic River.

The City is currently engaged in a \$60+ million upgrade to the treatment plant in order to meet Federal Environmental Protection Agency (EPA) effluent standards, reducing phosphorus and aluminum levels, as well as to meet the City's National Pollutant Discharge Elimination System (NPDES) Permit and EPA Consent Order. The upgrades are intended to improve water quality in the City, the surrounding Housatonic River Watershed, as well as in downstream water bodies. The upgrade has four necessary components: Tertiary Treatment Upgrade; Sludge Dewatering Upgrade; Biological Process Upgrade; and Secondary Clarifiers Upgrade.^[11] This project is expected to be completed by January 2022.

Storm Water System

In order to protect the water quality in the region and comply with Federal EPA and Massachusetts Department of Environmental Protection (MassDEP) regulations, the City has developed a storm water management program. Part of this program is to ensure that well-maintained infrastructure collect and channel runoff appropriately. While the City is only responsible for maintaining infrastructure on public property, there is also storm water infrastructure on private property throughout the City.

Pittsfield's physical storm water infrastructure consists of curbing, gutters, storm drains, catch basins, pipes, manholes, culverts, outfalls, reservoirs, and other components that function together to collect and convey storm water to larger bodies of water.

Vehicles and Equipment



City staff use an array of vehicles and equipment to complete their tasks on a daily basis. According to the City's insurance schedules, there are approximately 380 vehicles owned the City, worth nearly \$23.25 million when new.

The Department of Public Services has the most at more than 140 vehicles, ranging from trailers and pickup trucks to street sweepers and loaders. An additional 40 or so vehicles are used by the Department of Public Utilities to provide water and sewer service. Many other smaller, handheld pieces of equipment (e.g. asphalt compactors, shovels, and other grounds maintenance tools) are used daily by public works/utilities staff in the execution of their duties.

The public safety departments also utilize a significant inventory of vehicles and equipment, including motorcycles, police cruisers, pickup trucks, fire engines, and fire ladder trucks. Police and Fire also have other small equipment and tools needed for their mission, such as generators and trailers.

Pittsfield Public Schools also owns its bus fleet, transit vans, and several sedans/SUVs.

CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT		
Department	Year	Manufacturer & Model
ADMIN	2012	FORD - FOCUS
AIRPORT	1980	SOUTH - UTILITYTRAILER
AIRPORT	1988	OSHKOSH - DUMP TRUCK
AIRPORT	1988	AM - TRUCK
AIRPORT	1996	STEWART AND STEVENSON - M1078 CARGO TRUCK
AIRPORT	2003	INTERNATIONAL - DUMP
AIRPORT	2003	JOHN DEERE - LOADER
AIRPORT	2005	JOHN DEERE - 5425 TRACTOR
AIRPORT	2008	VOLVO - VNM64 TRACTOR
AIRPORT	2009	FREIGHT - TRACTOR
AIRPORT	2012	FORD - PICKUP
AIRPORT	2013	INTERNATIONAL - DUMP TRUCK
AIRPORT	2016	FORD - F350
AIRPORT	2016	BIG TEX - UTILITYTRAILER
BLDG. MAINT.	2017	FORD - F-250
BLDG/INSPECT	2007	CHEVROLET - IMPALA
BLDG/INSPECT	2011	FORD - FOCUS
BLDG/INSPECT	2016	CHEVROLET - MALIBU
BLDG/INSPECT	2018	CHEVROLET - CRUZE
BLDG/INSPECT	2018	CHEVROLET - CRUZE
COA	2009	FORD - E350 VAN
COA	2010	FORD - E350 VAN
CONSERVATION	2009	FORD - RANGER
DPW	2010	ELGIN PELICAN - SWEEPER
DPW	2016	FORD - F350
DPW	2016	SOLAR - TRAILER
DPW	2016	SOLAR - TRAILER
DPW	2016	FORD - FOCUS
DPW	2017	FORD - ESCAPE
DPW	2017	FORD - F550
DPW	2017	FORD - F350
DPW	2017	FORD - F550 HOOKLOADER
DPW	2017	JOHN DEERE - TRACTOR
DPW	2017	EAGER - UTILITYTRAILER
DPW	2018	CHEVROLET - SILVERADO
DPW	2018	CHEVROLET - SILVERADO



CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT

Department	Year	Manufacturer & Model
DPW	2018	CHEVROLET - SILVERADO
DPW	2018	CHEVROLET - SILVERADO
DPW	2018	CHEVROLET - SILVERADO
DPW	2018	FORD - F-550
DPW	2018	DEERE - 4066
DPW	2018	DEERE - 1600
DPW	2019	INTERNATIONAL - 7000 TRUCK
DPW	2019	FORD - F-350
DPW	2019	FORD - F-350
DPW	2019	CHEVROLET - SILVERADO
DPW	2019	CHEVROLET - VOLT
DPW	2019	FORD - F-350
DPW	2019	FORD - F350
DPW	2019	FORD - F550
DPW/HWY	2008	JOHN DEERE - SKID STEER LOADER
ENGINEERING	2006	CHEVROLET - SILVERADO
FIRE	1992	PIERCE - PUMPER
FIRE	1997	HAULMARK - TRAILER
FIRE	1999	FORD - F450
FIRE	2000	EZ LOADER - UTILITY TRAILER
FIRE	2002	INTERNATIONAL - HAZ MAT DECONTAMINATION
FIRE	2002	SEAGRAVE - FIRE
FIRE	2003	INTERNATIONAL - HAZMAT DECONTAMINATION
FIRE	2004	SPARTAN GLADIATOR - VISION PUMPER
FIRE	2004	FREIGHTLINER - SPRINTER FIRE TRUCK
FIRE	2004	FORD - AEROTE
FIRE	2005	SPARTAN - PUMPER
FIRE	2005	CARRY ON TRAILER - UTILITY LANDSCAPE
FIRE	2005	SEAGRAVE - FIRE TRUCK
FIRE	2006	HEAVY HAULER - UTILITY TRAILER
FIRE	2006	CHEVROLET - SILVERADO
FIRE	2006	CHEVROLET - SILVERADO
FIRE	2006	CHEVROLET - TAHOE
FIRE	2009	FOAM - TANK TRAILER
FIRE	2009	PIERCE - ARROW
FIRE	2010	CHEVROLET - SILVERADO PICKUP
FIRE	2010	FORD - FUSION
FIRE	2011	BLAZE - UTILITY TRAILER
FIRE	2011	BLAZE - UTILITY TRAILER
FIRE	2012	SEAGRAVE - FIRE TRUCK
FIRE	2012	FORD - FUSION
FIRE	2013	CARMATE - TRAILER
FIRE	2013	CARGOMATE - BOOTS TRAILER
FIRE	2014	PIRC - FIRE TRUCK
FIRE	2015	FORD - TRANSIT VAN
FIRE	2016	CARGO - TRAILER
FIRE	2016	SEA - FIRE
FIRE	2016	POLS - RANGER
FIRE	2016	CHEVROLET - TAHOE
FIRE	2016	BIGTX - UTILITY TRAILER
FIRE	2016	CHEVROLET - TAHOE



CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT

Department	Year	Manufacturer & Model
FIRE	2018	TRIT - TRAILER
FIRE	2018	LOAD RITE - BOAT TRAILER
FOOD SERVICE	2011	INTERNATIONAL - 400SER TRUCK
HEALTH	2010	PEMFA - UTILITY TRAILER
HEALTH	2016	CHEVROLET - MALIBU
HEALTH	2018	CHEVROLET - CRUZE
HIGHWAY	1977	JOHN DEERE - GRADER
HIGHWAY	1984	DRESSER - FORKLIFT
HIGHWAY	1985	CASE - LOADER
HIGHWAY	1985	AM GENERAL - 5 TON MILITARY DUMP TRUCK
HIGHWAY	1988	VERMEER - STUMP CUTTER
HIGHWAY	1988	FORD - F900 HOOKLOADER
HIGHWAY	1990	KAR - UTILITY TRAILER
HIGHWAY	1990	BMV - DUMP TRUCK
HIGHWAY	1992	STOW - T3000 TRAILER
HIGHWAY	1994	BMV - CARGO
HIGHWAY	1994	TIGER - MOWER
HIGHWAY	1995	CASE - LOADER
HIGHWAY	1995	HOMEMADE - TRAILER
HIGHWAY	1995	FORD - LGTCON
HIGHWAY	1997	STEWART - CARGO
HIGHWAY	2000	VERMEER - CHIPPER
HIGHWAY	2001	ARMY - UTILITY CARGO TRAILER
HIGHWAY	2002	INTERNATIONAL - DUMP
HIGHWAY	2002	ATLAS - COMPRESSOR TRAILER
HIGHWAY	2003	SUPERLINE - TRAILER
HIGHWAY	2003	INTERNATIONAL - DUMP
HIGHWAY	2004	INTERNATIONAL - DUMP
HIGHWAY	2005	FORD - DRWSUP
HIGHWAY	2005	CHEVROLET - SILVERADO
HIGHWAY	2005	JOHN DEERE - 644T LOADER
HIGHWAY	2006	WILL - UTILITY TRAILER
HIGHWAY	2008	FALCO - UTILITY TRAILER
HIGHWAY	2008	FORD - F350 SUPER CAB
HIGHWAY	2008	INTERNATIONAL - DUMP TRUCK
HIGHWAY	2008	CAM - UTILITY TRAILER
HIGHWAY	2008	FALCON - HOT BOX TRAILER
HIGHWAY	2009	INTERNATIONAL - DUMP
HIGHWAY	2011	FORD - DRWSUP DUMP
HIGHWAY	2011	FORD - DRWSUP DUMP
HIGHWAY	2011	FORD - RANGER
HIGHWAY	2011	CHEVROLET - SILVERADO PICKUP
HIGHWAY	2011	CHEVROLET - SILVERADO
HIGHWAY	2011	CHEVROLET - EXPRESS VAN
HIGHWAY	2011	INTERNATIONAL - 700SER DUMP
HIGHWAY	2011	INTERNATIONAL - 700SER DUMP
HIGHWAY	2011	TRACKLESS - TRACTOR
HIGHWAY	2011	KOMATSU - LOADER
HIGHWAY	2011	BAGELA - ASPHALT RECYCLER
HIGHWAY	2012	CHEVROLET - SILVERADO
HIGHWAY	2012	CHEVROLET - EXPRESS VAN



CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT

Department	Year	Manufacturer & Model
HIGHWAY	2012	INTERNATIONAL - DUMP TRUCK
HIGHWAY	2012	WACKER - MINI LOADER
HIGHWAY	2013	FORD - F550 DUMP TRUCK
HIGHWAY	2013	DEERE - TRACTOR
HIGHWAY	2014	MILLER - WELDER
HIGHWAY	2015	INTERNATIONAL - CATCH BASIN CLEANER
HIGHWAY	2016	FORD - F550
HIGHWAY	2016	INTERNATIONAL - HOOK LOADER
HIGHWAY	2016	FORD - F250 4WD PICKUP
HIGHWAY	2017	ELGIN - SWEEPER
HIGHWAY	2017	TRACK - TRACTOR
HIGHWAY	2018	BIG TEX - UTILITY
HIGHWAY	2018	CHEVROLET - SILVERADO
HIGHWAY	2018	CHEVROLET - SILVERADO
HIGHWAY	2019	CHEVROLET - CRUZE
HIGHWAY	2019	FORD - F-350
MAINTENANCE	1992	CROSS COUNTRY - TRAILER
MAINTENANCE	1994	HOMEMADE - TRAILER
MAINTENANCE	1994	LONG - RACKTRAILER
MAINTENANCE	1997	HOMEMADE - TRAILER
MAINTENANCE	2005	TENNENT - PWR SWEEPER
MAINTENANCE	2006	CHEVROLET - SILVERADO
MAINTENANCE	2006	CAM - UTILITY TRAILER
MAINTENANCE	2006	JOHN DEERE - LOADER
MAINTENANCE	2007	CHEVROLET - C5500 TRUCK
MAINTENANCE	2008	CHEVROLET - TRUCK
MAINTENANCE	2008	TRACKLESS - TRACTOR
MAINTENANCE	2009	CHEVROLET - K3500 PICKUP
MAINTENANCE	2009	CHEVROLET - EXPRESS VAN
MAINTENANCE	2009	CHEVROLET - SILVERADO
MAINTENANCE	2010	CHEVROLET - SILVERADO PICKUP
MAINTENANCE	2011	CHEVROLET - EXPRESS VAN
MAINTENANCE	2011	CHEVROLET - EXPRESS VAN
MAINTENANCE	2012	CHEVROLET - SILVERADO
MAINTENANCE	2012	CHEVROLET - EXPVAN
MAINTENANCE	2012	CHEVROLET - EXPVAN
MAINTENANCE	2012	CHEVROLET - CAPTIVA
MAINTENANCE	2012	BRI-MAR - UTILITY TRAILER
MAINTENANCE	2012	CAM - SUPERLINER TRAILER
MAINTENANCE	2013	CHEVROLET - 4 WD PICKUP
MAINTENANCE	2013	CHEVROLET - SILVERADO
PARKS	1970	MASSEY - M30 TRACTOR
PARKS	1986	JOHN DEERE - TRACTOR
PARKS	1996	LANDSCAPER - TRAILER
PARKS	1997	WENGER - STAGE TRAILER
PARKS	2001	JOHN DEERE - TRACTOR
PARKS	2002	RACEMASTER - TRAILER
PARKS	2002	JOHN DEERE - TRACTOR
PARKS	2003	VERMEER - CHIPPER
PARKS	2003	JOHN DEERE - TRACTOR
PARKS	2012	BRI_MAR - UTILITY TRAILER



CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT

Department	Year	Manufacturer & Model
PARKS	2014	SCAG - LEAF VAC TRAILER
PARKS	2018	BIG TEX - UTILITY
POLICE	2002	FREIGHTLINE - TRUCK
POLICE	2002	HARLEY DAVIDSON - MOTORCYCLE
POLICE	2002	HARLEY DAVIDSON - MOTORCYCLE
POLICE	2005	HONDA - ACCORD
POLICE	2005	SUZUKI - DRZ400 TRAIL BIKE
POLICE	2005	SUZUKI - DRZ400 TRAIL BIKE
POLICE	2008	FORD - TAURUS
POLICE	2009	TOYOTA - HIGHLANDER
POLICE	2010	FORD - EXPLORER
POLICE	2011	FORD - TAURUS
POLICE	2011	FORD - TAURUS
POLICE	2011	FORD - EXPEDITION
POLICE	2011	FORD - CROWN VICTORIA
POLICE	2011	FORD - CROWN VICTORIA
POLICE	2011	FORD - FUSION
POLICE	2012	FORD - F350 PICKUP
POLICE	2012	FORD - F550 BEARCAT
POLICE	2013	FORD - TAURUS
POLICE	2013	FORD - EXPLORER
POLICE	2013	HARLEY DAVIDSON - MOTORCYCLE
POLICE	2013	HARLEY DAVIDSON - MOTORCYCLE
POLICE	2013	CHEVROLET - EXPVAN
POLICE	2014	FORD - TAURUS
POLICE	2014	FORD - EXPLORER
POLICE	2014	FORD - EXPLORER
POLICE	2014	FORD - EXPLORER
POLICE	2014	ALCO - UTILITY TRAILER
POLICE	2014	NISSAN - NV
POLICE	2015	FORD - EXPLORER
POLICE	2015	FORD - EXPLORER
POLICE	2015	FORD - EXPLORER
POLICE	2015	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - F-250 PICKUP
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2017	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER



CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT

Department	Year	Manufacturer & Model
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2015	THOMAS - SCHOOL BUS
SCHOOL	2016	BLUEBIRD - SCHOOL BUS
SCHOOL	2016	BLUEBIRD - SCHOOL BUS
SCHOOL	2016	FORD - TRANSIT CONNECT VAN
SCHOOL	2019	CHEVROLET - SUBURBAN
SCHOOL	2019	CHEVROLET - SUBURBAN
UNAVAILABLE	2017	WRIGHT - TRAILER
UNAVAILABLE	2017	WRIGHT - TRAILER
UNAVAILABLE	2017	WRIGHT - TRAILER
UNAVAILABLE	2017	WRIGHT - TRAILER
VOC HIGH	2014	FORD - E350 VAN
WASTEWATER	1986	INTERNATIONAL - HOUGH LOADER
WASTEWATER	2008	FORD - RANGER
WASTEWATER	2008	FORD - RANGER
WASTEWATER	2008	CHEVROLET - SILVERADO PICKUP
WASTEWATER	2011	FORD - DRWSUP DUMP
WASTEWATER	2015	FORD - F350 4WD TRUCK
WASTEWATER	2016	FORD - F250
WATER	1983	SNOCO - UTILITY TRAILER
WATER	1988	AM GENERAL - HUMVEE 4WD CARGO
WATER	1994	AM GENERAL - HUMVEE 4WD MILITARY CARGO
WATER	1996	INTERNATIONAL - 400SER
WATER	1997	INTERNATIONAL - DUMP
WATER	1998	HOMEMADE - TRAILER
WATER	2000	BADGE - EXCAVATOR
WATER	2000	CROSS - FLATBED TRAILER
WATER	2003	CASE - BACKHOE
WATER	2004	INTERNATIONAL - 4300
WATER	2005	VAC - 4580 GATEBOX EXERCISER
WATER	2006	INTERNATIONAL - 400 SERIES
WATER	2006	JOHN DEERE - BACKHOE
WATER	2007	INTERNATIONAL - 700 SBR
WATER	2008	ANDERSON - UTILITY TRAILER
WATER	2008	TOYOTA - TUNDRA
WATER	2008	TOYOTA - TUNDRA
WATER	2009	FORD - F550 W/PLOW
WATER	2009	FORD - F550 DUMP
WATER	2010	CASE - LOADER
WATER	2011	FORD - DRWSUP DUMP
WATER	2011	FORD - RANGER
WATER	2011	INTERNATIONAL - VAC TRUCK
WATER	2012	CHEVROLET - EXPVAN VAN
WATER	2013	CHEVROLET - SILVERADO



CITY OF PITTSFIELD INSURED VEHICLES & EQUIPMENT		
Department	Year	Manufacturer & Model
WATER	2013	CHEVROLET - SILVERADO
WATER	2013	ROBIN - PUMP TRAILER
WATER	2013	FORD - F250 PICKUP
WATER	2013	CHEVROLET - 2 WD PICKUP
WATER	2013	CHEVROLET - 4 WD PICKUP
WATER	2015	WACKER - UTILITY LIGHT TOWER TRAILER
WATER	2016	FORD - F350
WATER	2016	INTERNATIONAL - 7400
WATER	2018	CHEVROLET - EQUINOX
FIRE	2019	SEAGRAVE - FIRE APPARATUS
AIRPORT	2019	CAT - LOADER
DPW	2020	INTERNATIONAL - HV513
HIGHWAY	2019	CHEVROLET - EQUINOX
HIGHWAY	2019	ELGIN - PELICAN
HIGHWAY	2019	CHEVROLET - CRUZE
VOC HIGH	2019	FORD - TRANSIT VAN
VOC HIGH	2019	FORD - TRANSIT VAN
DPW	2018	JOHN DEERE - TRACTOR
DPW	2019	CHEVROLET - BOLT EV
DPW	2019	FORD - F350
DPW	2019	FORD - F350
DPW	2019	FORD - RANGER
POLICE	2019	FORD - INTERCEPTOR
POLICE	2019	FORD - INTERCEPTOR
POLICE	2019	FORD - INTERCEPTOR
POLICE	2019	FORD - INTERCEPTOR
DPW	2019	FORD - F350
DPW	2019	FORD - F350
DPW	2019	FORD - F350
FIRE	2019	FORD - F350
POLICE	2019	FORD - EXPLORER
DPW	2019	FORD - F350
DPW	2019	FORD - F350
DPW	2019	FORD - F350
HIGHWAY	2020	FORD - TRANSIT
FIRE	2020	FORD - F350
HIGHWAY	2019	FORD - F550
FIRE	2020	BRAV - ST8514TA4

[1]. A debt exclusion is different from a property tax override in that a debt exclusion is only in place until the incurred debt has been paid off. An override becomes a permanent part of the levy limit base.

[2]. "Community Compact IT Grant Program," Available: <https://www.mass.gov/community-compact-it-grant-program>

[3]. Airnav.com, retrieved from <https://www.airnav.com/airport/KPSF> (<https://www.airnav.com/airport/KPSF>), October 25, 2019

[4]. City of Pittsfield Parks/Grounds, retrieved from https://www.cityofpittsfield.org/city_hall/public_services/parks_and_grounds.php (https://www.cityofpittsfield.org/city_hall/public_services/parks_and_grounds.php), October 25, 2019

[5]. MassDOT 2017 Road Inventory, <https://www.mass.gov/files/documents/2018/03/19/2017-ri-ye-rpt.pdf>

[6]. MassDOT Open Data Portal, <https://geo-massdot.opendata.arcgis.com/datasets/bridges>

[7]. Massschoolbuildings.org retrieved from <http://www.massschoolbuildings.org/node/40236> (<http://www.massschoolbuildings.org/node/40236>), October 31, 2019

[8]. Waterworkshistory.us retrieved from <http://www.waterworkshistory.us/MA/Pittsfield/> (<http://www.waterworkshistory.us/MA/Pittsfield/>), November 19, 2019

[9]. MassDEP 2002 Source Water Assessment and Protection (SWAP) Report



[10], MassDEP 2018 Annual Drinking Water Quality Report for the City of Pittsfield

[11], Cityofpittsfield.org retrieved from https://www.cityofpittsfield.org/city_hall/public_works_and_utilities/wwtp_upgrade-epa_awareness.php (https://www.cityofpittsfield.org/city_hall/public_works_and_utilities/wwtp_upgrade-epa_awareness.php), November 19, 2019



General Fund Capital Investment Strategy

The City of Pittsfield's Capital Improvements Plan (CIP) is guided by a comprehensive investment strategy which was developed based on an analysis of a variety of financial data, including the existing debt profile, existing capital leases, authorized and unissued debt, as well as past operating budgets. The Mayor and Finance Director, working closely with the City's financial advisor as necessary, develops and annually reviews the proposed General Fund (GF) Capital Investment Strategy that targets 6.5% of general fund revenues for capital investment. In addition, the strategy calls for all water and wastewater projects to be fully funded from Enterprise Fund revenues and for the City to continue to be aggressive in seeking grants and other non-tax funding sources.

The table below summarizes the City's historical GF capital investments. Over the past three fiscal years, the City has invested an average of 5.89% of GF revenues in capital projects.

	FY2020	FY2021	FY2022 est.
Committed Capital Investment			
Existing Net General Fund Non-Excluded Debt	8,955,889	9,084,409	9,065,576
Authorized & Unissued General Fund Non-Excl. Debt	0	0	0
Capital Leases	15,000	0	0
General Fund Pay as You Go Spending	593,169	427,453	1,000,000
Total Committed Capital Investment	9,564,058	9,511,862	10,065,576
Net Budget	161,566,182	164,128,051	168,809,700
Capital Spending as % of Net Budget	5.92%	5.80%	5.96%

The table below details the target capital spending for each year of the FY2023 – FY2027 CIP. Using the 6.5% spending target, and taking into consideration the funds the City has already committed through previously-issued debt as well as any debt that was previously authorized and is projected to be issued during the five-year period, the table identifies available financial resources for new capital projects. This serves as a guide for City leaders when planning for future capital needs.

	FY2023	FY2024	FY2025	FY2026	FY2027
Committed Capital Investment					
Existing Net GF Non-Excluded Debt	9,443,333	9,143,982	9,002,665	8,709,349	8,444,080
Auth. & Unissued GF Non-Excl. Debt	0	0	0	0	0
Capital Leases	0	0	0	0	0
General Fund Pay as You Go Spending	0	0	0	0	0
Total Capital Investment	9,443,333	9,143,982	9,002,665	8,709,349	8,444,080
Projected Net Budget [^]	180,327,127	186,638,576	193,170,927	199,931,909	206,929,526
Capital Spending as % of Net Budget	6.50%	6.50%	6.50%	6.50%	6.50%
Target Capital Spending Amount	11,721,263	12,131,507	12,556,110	12,995,574	13,450,419
Available for New Capital Investment	\$2,277,930	\$2,987,525	\$3,553,445	\$4,286,225	\$5,006,339

[^]Net budget is projected to grow 3.5% annually



FY2023 Capital Improvements

The proposed FY2023 Capital Improvements Plan, which is the first year of the City's comprehensive, five-year CIP, invests more than \$40.5 million in the City's assets and infrastructure using a variety of funding sources including General Fund resources, Enterprise Fund resources, ARPA funds, and State/Federal grants. In fact, approximately 40% of the funding - or more than \$16 million - will come from non-City sources.

The projects described in this section have been vetted and prioritized with Department Heads and City leaders to support the City's goal to deliver robust services to residents and businesses. Investments include upgrades to City facilities, School buildings, and parks and recreational facilities. Also, the plan supports the necessary replacement and/or upgrade of vehicles and IT equipment that allow City staff to complete their jobs efficiently and effectively every day.

The City's share of the cost of these capital projects aligns with the City's target to dedicate 6.5% of net General Fund budget resources to capital needs each fiscal year. In addition to the capital costs associated with each project, the City's financial team works with Department Heads to understand the potential operating budget impacts, if any. For example, a new recreational facility might require an increase in the annual maintenance budget. For FY2023, there are no anticipated extraordinary operating budget impacts. Some projects may slightly increase operating costs (e.g. a new pickleball facility) while other projects are projected to slightly decrease operating budget costs (e.g. new vehicles replacing older ones that require more maintenance). Overall, the financial team has determined that the FY2023 CIP will have no material net impact on the operating budget.

The following section summarizes and describes the 79 capital projects that are proposed to be funded in FY2023. A subsequent section provides more detail about the capital projects that are currently programmed for the later years of the plan: FY2024-FY2027. Annually, City leaders work with each department to ensure that the CIP is aligned with the needs, priorities, and financial position of the City.

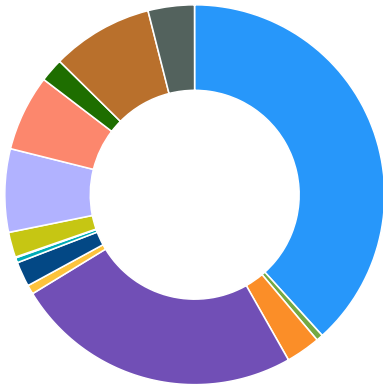


Total Capital Requested

\$40,536,800

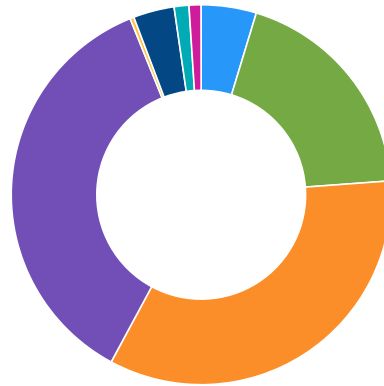
79 Capital Improvement Projects

Total Funding Requested by Department



Airport Commission (38%)	\$15,524,000.00
Berkshire Athenaeum (1%)	\$230,800.00
Community Developmen (3%)	\$1,185,000.00
Dps - Public Service (25%)	\$9,932,000.00
Dpu Waste Water (1%)	\$315,000.00
Dpu Water Treatment (2%)	\$860,000.00
Fire - Uniformed (0%)	\$170,000.00
Health & Inspections (0%)	\$30,000.00
IT (2%)	\$865,000.00
Maintenance - City (7%)	\$2,877,000.00
Maintenance - School (6%)	\$2,620,000.00
Police - Uniformed (2%)	\$823,000.00
Sewer (9%)	\$3,505,000.00
Water (4%)	\$1,600,000.00
TOTAL	\$40,536,800.00

Total Funding Requested by Source



ARPA (5%)	\$1,893,000.00
EF Debt (19%)	\$7,730,000.00
GF Debt (34%)	\$13,731,300.00
Grant(Federal) (36%)	\$14,536,600.00
Grant(State) (0%)	\$136,550.00
Other (3%)	\$1,410,450.00
Pay Go (1%)	\$506,500.00
Public Works Stabilization (1%)	\$412,000.00
TOTAL	\$40,356,400.00

Maintenance - City Requests

Itemized Requests for 2023

BMD City - Carpet Replacement (Library)**\$260,000**

Continuation of FY22 Capital request of \$260K (children's area) for other areas needing carpet replacement. In an effort to simplify the new capital app since the FY22 request was not approved, and to keep this item in unity in the plan, I am...

BMD City - Mini Split Units for Fire Stations**\$70,000**

Purchase and installation of mini split units for the following Fire stations: E1 West Housatonic, E2 Somerset Ave, E6 Holmes Rd. This will include any electrical upgrade needed as a result. This request coincides with 2023-3 for Window...

BMD City - R2 Ventilation System Replacement (SR CTR)**\$25,000**

The R2 ventilation system is outdated and no longer supported and requires a system wide upgrade. The issue is the system is still on Windows 7.41 which is an obsolete platform.

BMD City - Structural Repairs Entrances to City Hall**\$140,000**

Structural repairs including replacement of hand railings at both the Fenn St and rear entrances

BMD City - Window Replacements (Fire)**\$125,000**

The cost of removal, purchase of and installation of new windows for the fire stations known as Engine 2 Somerset Ave and E6 Holmes Rd. This request also includes the cost of any abatement during removal of the old windows as well. Engine 1...

Headquarters Stone Foundation Repair**\$95,000**

Inspect and repair stone foundation at 74 Columbus Ave. The stone foundation is failing.

KITCHEN UPGRADES ALL FIRE STATIONS**\$70,000**

COMPLETE KITCHEN UPGRADES TO ALL STATIONS TO INCLUDE FLOORS

One Ton Van**\$92,000**

Purchase 6 current model year One Ton Vans. 2 in FY23 and one in each of the following four fiscal years. The units being replaced in FY23 are both Chevrolet's model years 2009 and 2011. These units are in the 10 year replacement category...

Wahconah Park upgrades**\$2,000,000**

Upgrades to Wahconah Park

Total: \$2,877,000

Maintenance - School Requests

Itemized Requests for 2023

BMD Schools - Boiler Replacements **\$650,000**

Replacement of 2 boilers within our schools each year. We have many boilers that are well over 30 years old and require constant attention and repairs and lack efficiency. This request does not include PHS or THS.

BMD Schools - Doors Upgrade Per Fire Code **\$50,000**

Per the City's Director of Inspections, all doors in our school buildings need to be evaluated and brought up to fire code

BMD Schools - HVAC Control Upgrade (Reid) **\$70,000**

The HVAC Controls are obsolete and are failing to work as in some of the other schools, which is affecting the exhaust and ventilation of the school. This is also affecting the heating and cooling of the school. The UNC component is no longer...

BMD Schools - HVAC Control Upgrades **\$250,000**

There are 6 school buildings that are on the Windows 7 HVAC control platform, which is obsolete. The internal UNC and some Pem components are no longer manufactured for replacement as well. This is a serious hamper to controlling ventilation in...

BMD Schools - Roof Repairs **\$1,500,000**

We have quite a few schools whose roofing systems are past their life and in critical need of replacing. For FY22 we submitted our 5-year plan to begin the process of repairing/replacing these roofs. In FY22, we were approved \$750K to...

BMD Schools - Sprinkler Systems Upgraded **\$100,000**

In this year's annual sprinkler inspections, it was noted that in some of our buildings, our sprinkler heads are outdated and need replacing. We are planning on meeting with the sprinkler company to determine projected costs and the number of...

Total: \$2,620,000

Fire - Uniformed Requests

Itemized Requests for 2023

INSPECTION CAR **\$42,000**

REPLACE 2010 VEHICLE

MECHANIC TRUCK **\$70,000**

REPLACE 2006 VEHICLE

Replace 8 Self-Contained Breathing Apparatus (SCBA) units **\$30,000**

Replace 8 Self-Contained Breathing Apparatus (SCBA) units

Turnout Gear Replacement Program **\$28,000**

On going replacement of outdated, noncompliant turnout gear.

Total: \$170,000



Dps - Public Service Requests

Itemized Requests for 2023

1 Ton Hook Lift DPS Highway \$320,000

Purchase 2 current model year 1 Ton Hook Lift all season trucks (dump plow sand)with attachments in FY23 and one in each of the following 4 fiscal years.The units being replaced in FY23 are both 2011 ford F550's one with 85000 and one with...

1 Ton Pickup Truck \$385,000

Purchase 7 current model year 1 ton pickups with or without plows to replace 5 trucks and add 2 more to the fleet. These units are all in the 10 year replacement schedule. The units being replaced range from 2009 to 2012 model years. The reason...

1 Ton Utility Body Truck \$70,000

Purchase 1 current model year 1 Ton Utility Body Truck with or without plow in each of the next 5 fiscal years. The one purchased this year will be an addition to the fleet for the Street Compliance Inspector.

5 Ton Hook Lift all season truck (snow fighter)with attachments \$280,000

Purchase one 5 Ton Hook Lift all season truck (snow fighter)with attachments in each of the next 5 fiscal years..For FY23 we will be replacing unit 1172 a 2009 international with 9800 hours. This unit is in the 10 year replacement category...

ADA and other improvements in city and school playgrounds \$100,000

ADA and other improvements in city and school playgrounds

Air Compressor \$35,000

Purchase a urrent model year air compressor to replace unit 1115 a 2002 Atlas Copco with unknown times. This type of equipment is in the 10 to 15 year replacement category and it has made it well beyond that. I don't believe investing money in...

Articulating tractor \$150,000

Purchase 4 current model year Articulating tractors one each in FY23 24 25 and 27. in FY23 this will be an addition to the fleet.

Backhoe \$150,000

Purchase one current model year backhoe to replace same. The unit being replaced is a 2006 John Deere with 6200 hours. This unit is in the 10 to 15 year replacement category. The reason for replacement is cab rot and rear pin wear. I believe this...

Brush Chipper \$40,000

purchase two current model year brush chippers one each in FY23 and 25

DPS HIGHWAY 4 DOOR PATCH TRUCK \$125,000

Purchase a current model year four door patch (dump) truck to bolster patching and street maintenance operations.

DPS HIGHWAY MINI WHEEL LOADER \$110,000

Purchase one current model year mini wheel loader to replace the same. The unit being replaced a 2012 Wacker WL30 is pictured below. This unit is in need of an overhaul and is showing signs of cab rot. This type of equipment is used in year-round...

DPS HIGHWAY SIDEWALK PAVER \$62,000

Purchase a current model year sidewalk paver with side dump bucket to enable the highway department to repair sidewalks.



Mini Pickup Truck	\$35,000
Purchase 1 current model year mini pickup truck to replace unit 1300, a 2011 Ford Ranger with 104000 miles. Unit 1300 has reached the end of its serviceable life and needs to be replaced. We would like to take unit 2403 a 2009 Ford with low miles...	
Multipurpose Tractor with attachments	\$80,000
Purchase 1 Multipurpose Tractor with attachments each year for the next 5 fiscal years. The unit being replaced in FY23 is a 2003 John Deere with 7700 hours on it. This unit is in the 10 year replacement category and we have gone well beyond that....	
Reduce Inflow and Infiltration (I/I)	\$1,550,000
Reduce Inflow and Infiltration (I/I)	
sidewalks	\$250,000
sidewalks	
Skid steer loader	\$150,000
Purchase 2 current model year Skid steer loaders to replace the same. The units being replaced are both John Deere 325's model years 2006 and 2008. They range in hours from 1800 to 2000. These units are in the 10 year replacement category and...	
Stormwater Management	\$1,000,000
Stormwater management, including bridges, culverts and drainage system improvements.	
Street Re-Surfacing	\$4,500,000
Improvements to existing transportation network.	
Stump Grinder	\$40,000
Purchase one current model year stump grinder in FY24	
Tandem dump truck (dump plow sand)	\$280,000
Purchase one current model year Tandem dump truck (dump plow sand) to replace unit 1174 a 2012 International with 7100 hours. This unit is suffering from cab and body rot and should be replaced while still viable to trade.	
Wheel Loader	\$220,000
Purchase a current model year wheel loader to replace unit 1173 a 2011 Komatsu with 9250 hours on it. This unit is just past the 10 year replacement schedule and is showing signs of cab rot and pin wear in the front. I don't believe...	
Total: \$9,932,000	



Dpu Waste Water Requests

Itemized Requests for 2023

1 Ton hook lift DPU Waste Water

\$160,000

Purchase 1 current model year 1 Ton Hook Lift all season truck (dump plow sand) with attachments in FY23. The unit being replaced is a 2011 Ford F550 with 93000 miles on it. This unit is in the 10 year replacement category and is one of the most...

1 Ton Pickup Truck DPU Waste Water

\$55,000

Purchase 4 current model year 1 Ton Pickups with plow to replace same. The unit being replaced in FY23 is a 2013 Ford F250 with 55000 miles making it a perfect trade in.

DPU WASTE WATER SCISSOR LIFT

\$60,000

Purchase a current model year scissor lift to enable personnel to service components inside various buildings throughout the water water complex.

Forklift DPU Waste Water

\$40,000

Purchase current model year forklift to replace same. The unit being replaced is a 1999 Caterpillar with unknown hours. The reason for replacement is this machine has reached the end of its serviceable life.

Total: \$315,000



Dpu Water Treatment Requests

Itemized Requests for 2023

1 Ton Hook Lift DPU Water**\$320,000**

Purchase 3 current model year 1 Ton Hook Lift all season trucks (dump plow sand)with attachments. 2 in FY23 and 1 in FY24. The units being replaced in FY23 are a 2009 Ford F550 with 93000 miles and a 2011 ford F550 89000 miles. These units are in...

1 Ton Pickup Truck DPU Water**\$55,000**

Purchase 2 current model year 1 ton pickups with or without plows to replace same. One unit in FY23 and one in FY26. These units are all in the 10 year replacement schedule. The unit being replaced is a 2013 Chevrolet with 87000 miles. The reason...

DPU WATER DEPT 8WHEEL ATV**\$55,000**

purchase a current model year 8 wheel atv to enable department personnel access to remote areas for servicing water system

Gate box exerciser DPU Water**\$100,000**

Purchase one current model year Gate box exerciser in FY23. The unit being replaced is a 2005 Wachs. This type of equipment is in the 10 to 15 year replacement category and we are well past that point. This unit has reached the end of its...

Tandem dump truck rehab DPU Water**\$110,000**

Rehab unit 1521 Tandem dump truck. This unit is a 2007 International with 5200 hours. We will replace the dump body and related items to prolong its life.

Tandem hook lift DPU Water**\$220,000**

Purchase a current model year cab and chassis for equipment transfer from unit 1620. Unit 1620 a 1988 ford is in need of an overhaul. I would like to purchase a cab and chassis, then have the equipment from 1620 swapped over to it. This will give...

Total: \$860,000

Police - Uniformed Requests

Itemized Requests for 2023

PD Technology/Software Implementation Program	\$50,000
PD Technology/Software Implementation Program	
Replace frontline cruisers	\$275,000
Replace 4 frontline cruisers	
Replace mobile data terminals (MDTs)	\$48,000
Replace mobile data terminals (MDTs)	
Replace Police communications equipment	\$200,000
Replace Police communications equipment	
Replace Police Computers	\$50,000
Replace Police Computers	
Replace special purpose and support vehicles	\$200,000
Replace special purpose and support vehicles	
	Total: \$823,000

IT Requests

Itemized Requests for 2023

Citywide IT security upgrade	\$650,000
Citywide IT security upgrade	
IT - FY2023 IT Infrastructure Upgrade	\$150,000
We need to replace our servers in FY2023 as our current servers are 6 years old and off warranty. Additionally, our current servers are running operating system software that will no longer be supported by Microsoft. Failure to run current...	
IT - FY2023 PC Replacement	\$65,000
The goal of this project is to replace 1/3 of our PCs each fiscal year.	
	Total: \$865,000



Sewer Requests

Itemized Requests for 2023

Second Street Sewer Relocation	\$1,875,000
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Second Street Sewer Relocation

Wastewater Treatment Plant (WWTP) Ongoing Improvements	\$1,500,000
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Wastewater Treatment Plant (WWTP) Ongoing Improvements

WWTP Security Improvements	\$130,000
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WWTP Security Improvements

Total: \$3,505,000

Water Requests

Itemized Requests for 2023

Ashley Lake Dam Repairs	\$100,000
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Ashley Lake Dam Repairs

Improve water mains	\$1,500,000
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Improve water mains

Total: \$1,600,000



Airport Commission Requests

Itemized Requests for 2023

Airport Terminal Admin Building Project

\$14,000,000

Bipartisan Infrastructure Law (BIL) Airport Terminal Program (ATP) grant project to build new terminal, roadway, parking, and apron space. ATP grants are 95% Federally funded. Assuming no MassDOT State funding share, the Local share is...

Infrastructure Improvement (Water, Sewer, Electrical, Pavement)

\$295,000

FY23 infrastructure improvement areas include (but are not limited to): Water main expansion Sewer expansion Electrical service work Paving & painting Project work is to be funded principally through the Bipartisan Infrastructure Law...

Obstruction Removal (Runway 8 and 14 Ends)

\$539,000

Design, bidding, permitting, and removal of obstructions off the runway 8 and 14 ends. Obstructions include trees and poles that pose hazards to air navigation during approach and departure. Obstruction removal is a priority safety...

Snow Removal Equipment

\$295,000

Purchase of snow removal equipment, such as a runway sweeper or similar. Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program. BIL AIG projects are funded at 90%...

T-Hangar Design & Construction

\$245,000

Design and construction of a new 6+ bay T-Hangar. Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program. BIL AIG projects are funded at 90% federally. Local share...

Wide Area Mower

\$150,000

Purchase of a wide area mower. The FAA requires grassy areas near the runways and taxiways (in what is called the Runway and Taxiway Safety Areas) be maintained by keeping the grass cut to a low height for safety and to reduce...

Total: \$15,524,000

Health & Inspections Requests

Itemized Requests for 2023

Compact Sedan

\$30,000

Annual replacement of inspectors vehicles - adding 1 unit to the fleet for the health dept in FY23 due to hiring an additional inspector

Total: \$30,000



Berkshire Athenaeum Requests

Itemized Requests for 2023

Library Inventory Control & Security Update **\$173,000**

Library Inventory Control & Security Update

Library Security **\$44,300**

The installation, configuration and training of a new High Definition IP Video Surveillance System. This system is consistent with that of the City of Pittsfield's video surveillance system standards.

Library Technology (Ethernet) wiring **\$13,500**

For this fiscal year, some ethernet cables were damaged by a malfunctioning HVAC unit and there is a need for some new computer workstation ethernet ports (27 total). Then all computer ethernet wiring needs to be upgraded to be able to handle the...

Total: \$230,800

Community Developmen Requests

Itemized Requests for 2023

Bike Path Environmental Permitting & Engineering Design **\$200,000**

Bike Path Middle Section (Crane Ave to Merrill Rd) Environmental Permitting & Engineering Design

Construct Pickleball Facility **\$500,000**

Construct Pickleball Facility

High School Baseball Field Fencing Improvements **\$80,000**

Fencing improvements for both Clapp Park and Taconic High School varsity baseball fields: Seasonal outfield fence for Clapp Park and new backstop for THS baseball field..

Taconic High School Track Upgrades **\$405,000**

The Taconic High School track needs complete renovation

Total: \$1,185,000



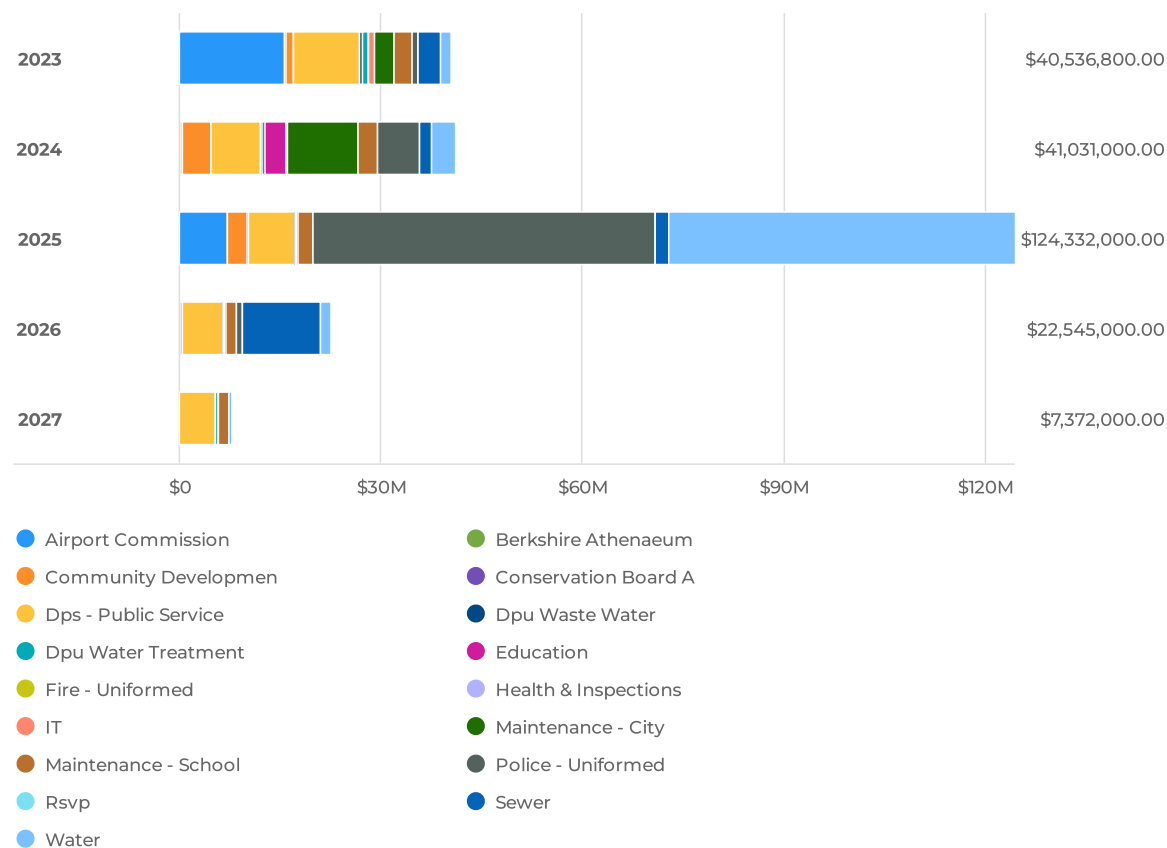
Capital Improvements: Multi-Year Plan

This section provides more detail about the capital projects that are currently programmed for the later years of the plan: FY2024-FY2027. Annually, City staff reassess the capital needs of all departments, extending the outlook to include the next year. This yearly process allows for the reassessment of the scope, timing, and cost of projects that are included in the current CIP. In addition, the City finance team may update the assumptions and targets in the Capital Investment Strategy in order to determine the resources available for the plan's time period. These assumptions and targets reflect other components of the City's comprehensive financial plan, such as a five-year financial forecast, operating budget priorities, and financial policies.

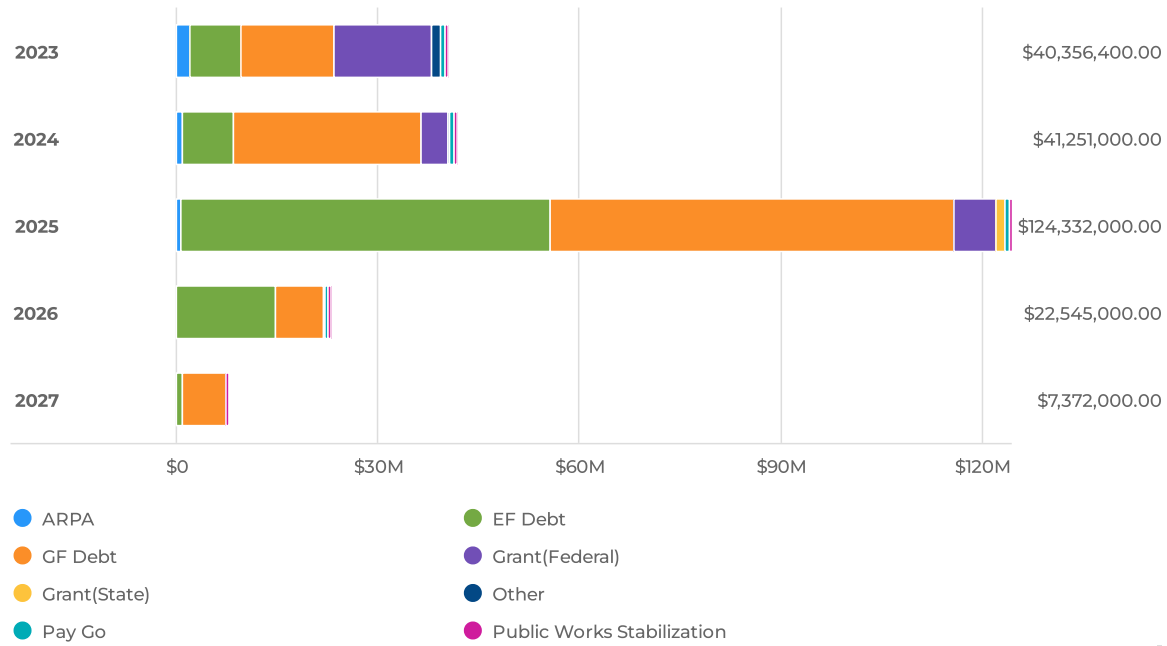
Total Capital Requested \$235,816,800

123 Capital Improvement Projects

Total Funding Requested by Department



Total Funding Requested by Source



Maintenance - City Requests

Itemized Requests for 2023-2027

BMD City - Carpet Replacement (Library)

\$560,000

Continuation of FY22 Capital request of \$260K (children's area) for other areas needing carpet replacement. In an effort to simplify the new capital app since the FY22 request was not approved, and to keep this item in unity in the plan, I am...

BMD City - Mini Split Units for Fire Stations

\$105,000

Purchase and installation of mini split units for the following Fire stations: E1 West Housatonic, E2 Somerset Ave, E6 Holmes Rd. This will include any electrical upgrade needed as a result. This request coincides with 2023-3 for Window...

BMD City - R2 Ventilation System Replacement (SR CTR)

\$25,000

The R2 ventilation system is outdated and no longer supported and requires a system wide upgrade. The issue is the system is still on Windows 7.41 which is an obsolete platform.

BMD City - Structural Repairs Entrances to City Hall

\$140,000

Structural repairs including replacement of hand railings at both the Fenn St and rear entrances

BMD City - Window Replacements (Fire)

\$250,000

The cost of removal, purchase of and installation of new windows for the fire stations known as Engine 2 Somerset Ave and E6 Holmes Rd. This request also includes the cost of any abatement during removal of the old windows as well. Engine 1...

E2 MECHANICS BAY FLOOR

\$50,000

MECHANICS BAY FLOOR IS SLANTED AND IS UNSAFE WHEN HAVE TO PUT TRUCKS ON LIFT NON OSHA COMPLIANT

FIRE HQ REAR ENTRANCE

\$20,000

HQ REAR ENTRANCE SIDEWALK HAS SUNKEN IN AND IS VERY DANGEROUS FOR BOTH EMPLOYEES WHO ARE ENTERING ALONG WITH PUBLIC WHO ENTER BUILDING

Headquarters Stone Foundation Repair

\$95,000

Inspect and repair stone foundation at 74 Columbus Ave. The stone foundation is failing.

KITCHEN UPGRADES ALL FIRE STATIONS

\$225,000

COMPLETE KITCHEN UPGRADES TO ALL STATIONS TO INCLUDE FLOORS

One Ton Van

\$276,000

Purchase 6 current model year One Ton Vans. 2 in FY23 and one in each of the following four fiscal years. The units being replaced in FY23 are both Chevrolet's model years 2009 and 2011. These units are in the 10 year replacement category...

Wahconah Park upgrades

\$12,000,000

Upgrades to Wahconah Park

Total: \$13,746,000



Maintenance - School Requests

Itemized Requests for 2023-2027

BMD Schools - Boiler Replacement PHS **\$800,000**

The boilers (3) at PHS are the originals from 1930. We are requesting \$50K for required study to determine how to remove the existing boilers from the basement of the school and where to install the replacements in the first year and then unknown...

BMD Schools - Boiler Replacements **\$3,250,000**

Replacement of 2 boilers within our schools each year. We have many boilers that are well over 30 years old and require constant attention and repairs and lack efficiency. This request does not include PHS or THS.

BMD Schools - Dome Renovations (PHS) **\$400,000**

The dome was repaired and painted 11 years ago and is in need of continued maintenance from the weather and elements.

BMD Schools - Doors Upgrade Per Fire Code **\$175,000**

Per the City's Director of Inspections, all doors in our school buildings need to be evaluated and brought up to fire code

BMD Schools - HVAC Control Upgrade (Reid) **\$70,000**

The HVAC Controls are obsolete and are failing to work as in some of the other schools, which is affecting the exhaust and ventilation of the school. This is also affecting the heating and cooling of the school. The UNC component is no longer...

BMD Schools - HVAC Control Upgrades **\$250,000**

There are 6 school buildings that are on the Windows 7 HVAC control platform, which is obsolete. The internal UNC and some Pem components are no longer manufactured for replacement as well. This is a serious hamper to controlling ventilation in...

BMD Schools - Roof Repairs **\$5,250,000**

We have quite a few schools whose roofing systems are past their life and in critical need of replacing. For FY22 we submitted our 5-year plan to begin the process of repairing/replacing these roofs. In FY22, we were approved \$750K to...

BMD Schools - Sprinkler Systems Upgraded **\$500,000**

In this year's annual sprinkler inspections, it was noted that in some of our buildings, our sprinkler heads are outdated and need replacing. We are planning on meeting with the sprinkler company to determine projected costs and the number of...

Upgrade stage rigging at PHS **\$100,000**

Upgrade stage rigging at PHS

Total: \$10,795,000



Fire - Uniformed Requests

Itemized Requests for 2023-2027

INSPECTION CAR	\$42,000
REPLACE 2010 VEHICLE	
MECHANIC TRUCK	\$70,000
REPLACE 2006 VEHICLE	
Replace 8 Self-Contained Breathing Apparatus (SCBA) units	\$100,000
Replace 8 Self-Contained Breathing Apparatus (SCBA) units	
Replace Fire Inspection Vehicle (2010 Ford Fusion)	\$40,000
Replace Fire Inspection Vehicle (2010 Ford Fusion)	
Turnout Gear Replacement Program	\$140,000
On going replacement of outdated, noncompliant turnout gear.	
Total: \$392,000	



Dps - Public Service Requests

Itemized Requests for 2023-2027

1 Ton Hook Lift DPS Highway \$960,000

Purchase 2 current model year 1 Ton Hook Lift all season trucks (dump plow sand)with attachments in FY23 and one in each of the following 4 fiscal years.The units being replaced in FY23 are both 2011 ford F550's one with 85000 and one with...

1 Ton Pickup Truck \$825,000

Purchase 7 current model year 1 ton pickups with or without plows to replace 5 trucks and add 2 more to the fleet. These units are all in the 10 year replacement schedule. The units being replaced range from 2009 to 2012 model years. The reason...

1 Ton Utility Body Truck \$370,000

Purchase 1 current model year 1 Ton Utility Body Truck with or without plow in each of the next 5 fiscal years. The one purchased this year will be an addition to the fleet for the Street Compliance Inspector.

5 Ton Hook Lift all season truck (snow fighter)with attachments \$1,400,000

Purchase one 5 Ton Hook Lift all season truck (snow fighter)with attachments in each of the next 5 fiscal years..For FY23 we will be replacing unit 1172 a 2009 international with 9800 hours. This unit is in the 10 year replacement category...

ADA and other improvements in city and school playgrounds \$400,000

ADA and other improvements in city and school playgrounds

Air Compressor \$35,000

Purchase a urrent model year air compressor to replace unit 1115 a 2002 Atlas Copco with unknown times. This type of equipment is in the 10 to 15 year replacement category and it has made it well beyond that. I don't believe investing money in...

Articulating tractor \$125,000

Articulating tractor

Articulating tractor \$600,000

Purchase 4 current model year Articulating tractors one each in FY23 24 25 and 27. in FY23 this will be an addition to the fleet.

Asphalt Recycler \$185,000

Purchase 1 current model year Asphalt Recycler to replace same

Backhoe \$150,000

Purchase one current model year backhoe to replace same. The unit being replaced is a 2006 John Deere with 6200 hours. This unit is in the 10 to 15 year replacement category. The reason for replacement is cab rot and rear pin wear. I believe this...

Brush Chipper \$80,000

purchase two current model year brush chippers one each in FY23 and 25

DPS HIGHWAY 4 DOOR PATCH TRUCK \$255,000

Purchase a current model year four door patch (dump) truck to bolster patching and street maintenance operations.



DPS HIGHWAY MINI WHEEL LOADER	\$110,000
Purchase one current model year mini wheel loader to replace the same. The unit being replaced a 2012 Wacker WL30 is pictured below. This unit is in need of an overhaul and is showing signs of cab rot. This type of equipment is used in year-round...	
DPS HIGHWAY SIDEWALK PAVER	\$62,000
Purchase a current model year sidewalk paver with side dump bucket to enable the highway department to repair sidewalks.	
Electric Vehicle	\$80,000
Purchase 2 Electric Vehicles one in FY24 and one in FY26 to replace same.	
Fuel Depot	\$442,000
Fuel Depot	
Mini Pickup Truck	\$35,000
Purchase 1 current model year mini pickup truck to replace unit 1300, a 2011 Ford Ranger with 104000 miles. Unit 1300 has reached the end of its serviceable life and needs to be replaced. We would like to take unit 2403 a 2009 Ford with low miles...	
Multipurpose Tractor with attachments	\$360,000
Purchase 1 Multipurpose Tractor with attachments each year for the next 5 fiscal years. The unit being replaced in FY23 is a 2003 John Deere with 7700 hours on it. This unit is in the 10 year replacement category and we have gone well beyond that....	
Paver	\$300,000
Purchase current model year paver in FY25	
Portable stage	\$150,000
Portable stage	
Reduce Inflow and Infiltration (I/I)	\$6,265,000
Reduce Inflow and Infiltration (I/I)	
sidewalks	\$700,000
sidewalks	
Skid steer loader	\$150,000
Purchase 2 current model year Skid steer loaders to replace the same. The units being replaced are both John Deere 325's model years 2006 and 2008. They range in hours from 1800 to 2000. These units are in the 10 year replacement category and...	
Stormwater Management	\$5,000,000
Stormwater management, including bridges, culverts and drainage system improvements.	
Street Re-Surfacing	\$15,000,000
Improvements to existing transportation network.	
Street Sweeper	\$500,000
Purchase current model year street sweeper to replace same. 1 unit in FY24 and 1 in FY26	
Stump Grinder	\$40,000
Purchase one current model year stump grinder in FY24	



Tandem dump truck (dump plow sand) \$280,000

Purchase one current model year Tandem dump truck (dump plow sand) to replace unit 1174 a 2012 International with 7100 hours. This unit is suffering from cab and body rot and should be replaced while still viable to trade.

Tandem hook loader \$600,000

Purchase one current model year Tandem hook loader in FY25 and FY26

Wheel Loader \$220,000

Purchase a current model year wheel loader to replace unit 1173 a 2011 Komatsu with 9250 hours on it. This unit is just past the 10 year replacement schedule and is showing signs of cab rot and pin wear in the front. I don't believe...

Total: \$35,679,000

Dpu Waste Water Requests

Itemized Requests for 2023-2027

1 Ton hook lift DPU Waste Water \$160,000

Purchase 1 current model year 1 Ton Hook Lift all season truck (dump plow sand) with attachments in FY23. The unit being replaced is a 2011 Ford F550 with 93000 miles on it. This unit is in the 10 year replacement category and is one of the most...

1 Ton Pickup Truck DPU Waste Water \$220,000

Purchase 4 current model year 1 Ton Pickups with plow to replace same. The unit being replaced in FY23 is a 2013 Ford F250 with 55000 miles making it a perfect trade in.

1 Ton Utility Body Truck DPU Waste Water \$225,000

Purchase 3 current model year 1 Ton Utility Body Truck with or without plow in FY24 25 and 26

DPU WASTE WATER SCISSOR LIFT \$60,000

Purchase a current model year scissor lift to enable personnel to service components inside various buildings throughout the water water complex.

Forklift DPU Waste Water \$40,000

Purchase current model year forklift to replace same. The unit being replaced is a 1999 Caterpillar with unknown hours. The reason for replacement is this machine has reached the end of its serviceable life.

Telescoping boom forklift DPU Waste Water \$120,000

Purchase one current model year Telescoping boom forklift in FY24

Total: \$825,000



Dpu Water Treatment Requests

Itemized Requests for 2023-2027

1 Ton Hook Lift DPU Water **\$480,000**

Purchase 3 current model year 1 Ton Hook Lift all season trucks (dump plow sand)with attachments. 2 in FY23 and 1 in FY24. The units being replaced in FY23 are a 2009 Ford F550 with 93000 miles and a 2011 ford F550 89000 miles. These units are in...

1 Ton Pickup Truck DPU Water **\$110,000**

Purchase 2 current model year 1 ton pickups with or without plows to replace same. One unit in FY23 and one in FY26. These units are all in the 10 year replacement schedule. The unit being replaced is a 2013 Chevrolet with 87000 miles. The reason...

1 ton van DPU Water **\$50,000**

Purchase a current model year 1 ton van in FY25 to replace same

AWD SUV DPU Water **\$32,000**

Purchase a current model year all wheel drive SUV to replace same in FY24.

Backhoe DPU Water **\$140,000**

Purchase one current model year Backhoe in FY24(Water)

DPU WATER DEPT 8WHEEL ATV **\$55,000**

purchase a current model year 8 wheel atv to enable department personnel access to remote areas for servicing water system

Gate box exerciser DPU Water **\$100,000**

Purchase one current model year Gate box exerciser in FY23. The unit being replaced is a 2005 Wachs. This type of equipment is in the 10 to 15 year replacement category and we are well past that point. This unit has reached the end of its...

Jet rodder DPU Water **\$600,000**

Purchase 2 current model year jet prodders one in FY24 and one in FY27

Tandem dump truck rehab DPU Water **\$110,000**

Rehab unit 1521 Tandem dump truck. This unit is a 2007 International with 5200 hours. We will replace the dump body and related items to prolong its life.

Tandem hook lift DPU Water **\$220,000**

Purchase a current model year cab and chassis for equipment transfer from unit 1620. Unit 1620 a 1988 ford is in need of an overhaul. I would like to purchase a cab and chassis, then have the equipment from 1620 swapped over to it. This will give...

Total: \$1,897,000



Education Requests

Itemized Requests for 2023-2027

Replacement of Bus Fleet	\$3,000,000
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Replacement of Bus Fleet

Total: \$3,000,000

Police - Uniformed Requests

Itemized Requests for 2023-2027

New Police HQ Design and Planning (Phase I - Site)	\$500,000
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New Police HQ Design and Planning (Phase I - Site)

New Police HQ Design and Planning (Phase II)	\$5,000,000
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New Police HQ Design and Planning (Phase II)

New Police HQ Facility and Campus - Construction	\$50,000,000
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New Police HQ Facility and Campus - Construction

PD Technology/Software Implementation Program	\$200,000
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PD Technology/Software Implementation Program

Replace Chief's cruiser	\$60,000
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Replace Chief's cruiser

Replace frontline cruisers	\$1,120,000
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Replace 4 frontline cruisers

Replace mobile data terminals (MDTs)	\$192,000
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Replace mobile data terminals (MDTs)

Replace Police communications equipment	\$900,000
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Replace Police communications equipment

Replace Police Computers	\$200,000
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Replace Police Computers

Replace special purpose and support vehicles	\$900,000
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Replace special purpose and support vehicles

Total: \$59,072,000



IT Requests

Itemized Requests for 2023-2027

Citywide IT security upgrade	\$650,000
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Citywide IT security upgrade

IT - FY2023 Cloud Migration	\$185,000
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The intent of this project is to fund the one-time costs associated with moving on-premise applications to the cloud.

IT - FY2023 IT Infrastructure Upgrade	\$150,000
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We need to replace our servers in FY2023 as our current servers are 6 years old and off warranty. Additionally, our current servers are running operating system software that will no longer be supported by Microsoft. Failure to run current...

IT - FY2023 PC Replacement	\$65,000
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The goal of this project is to replace 1/3 of our PCs each fiscal year.

Total: \$1,050,000

Sewer Requests

Itemized Requests for 2023-2027

Second Street Sewer Relocation	\$1,875,000
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Second Street Sewer Relocation

Wastewater Treatment Plant (WWTP) Ongoing Improvements	\$12,430,000
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Wastewater Treatment Plant (WWTP) Ongoing Improvements

Water Resources Office/Maintenance Facility/Laboratory	\$3,700,000
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Water Resources Office/Maintenance Facility/Laboratory

WWTP Security Improvements	\$830,000
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WWTP Security Improvements

Total: \$18,835,000



Water Requests

Itemized Requests for 2023-2027

Ashley Lake Dam Repairs	\$100,000
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Ashley Lake Dam Repairs

Clean and line West Street Water Main	\$1,000,000
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Clean and line West Street Water Main

Improve water mains	\$6,000,000
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Improve water mains

Lebanon Ave Water Tank Improvements/Painting	\$1,000,000
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Lebanon Ave Water Tank Improvements/Painting

Upgrade Cleveland/Ashley Water Treatment Plant	\$50,000,000
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Upgrade Cleveland/Ashley Water Treatment Plant

Total: \$58,100,000

Rsvp Requests

Itemized Requests for 2023-2027

AWD Van	\$45,000
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Purchase one current model year all wheel drive van in FY24

Total: \$45,000



Airport Commission Requests

Itemized Requests for 2023-2027

Airport Terminal Admin Building Project **\$14,000,000**

Bipartisan Infrastructure Law (BIL) Airport Terminal Program (ATP) grant project to build new terminal, roadway, parking, and apron space. ATP grants are 95% Federally funded. Assuming no MassDOT State funding share, the Local share is...

Infrastructure Improvement (Water, Sewer, Electrical, Pavement) **\$295,000**

FY23 infrastructure improvement areas include (but are not limited to): Water main expansion Sewer expansion Electrical service work Paving & painting Project work is to be funded principally through the Bipartisan Infrastructure Law...

Obstruction Removal (Runway 8 and 14 Ends) **\$539,000**

Design, bidding, permitting, and removal of obstructions off the runway 8 and 14 ends. Obstructions include trees and poles that pose hazards to air navigation during approach and departure. Obstruction removal is a priority safety...

Snow Removal Equipment **\$295,000**

Purchase of snow removal equipment, such as a runway sweeper or similar. Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program. BIL AIG projects are funded at 90%...

T-Hangar Design & Construction **\$1,130,000**

Design and construction of a new 6+ bay T-Hangar. Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program. BIL AIG projects are funded at 90% federally. Local share...

Taxiway 'A' Reconstruction **\$4,650,000**

Reconstruct Taxiway A.

Taxiway 'B' Reconstruction **\$2,250,000**

Reconstruct Taxiway B

Wide Area Mower **\$150,000**

Purchase of a wide area mower. The FAA requires grassy areas near the runways and taxiways (in what is called the Runway and Taxiway Safety Areas) be maintained by keeping the grass cut to a low height for safety and to reduce...

Total: \$23,309,000

Health & Inspections Requests

Itemized Requests for 2023-2027

Compact Sedan **\$150,000**

Annual replacement of inspectors vehicles - adding 1 unit to the fleet for the health dept in FY23 due to hiring an additional inspector

Total: \$150,000



Berkshire Athenaeum Requests

Itemized Requests for 2023-2027

Library Inventory Control & Security Update **\$173,000**

Library Inventory Control & Security Update

Library Renovation Planning **\$25,000**

Library Renovation Planning

Library Security **\$60,300**

The installation, configuration and training of a new High Definition IP Video Surveillance System. This system is consistent with that of the City of Pittsfield's video surveillance system standards.

Library Technology (Ethernet) wiring **\$73,500**

For this fiscal year, some ethernet cables were damaged by a malfunctioning HVAC unit and there is a need for some new computer workstation ethernet ports (27 total). Then all computer ethernet wiring needs to be upgraded to be able to handle the...

Total: \$331,800



Community Development Requests

Itemized Requests for 2023-2027

Bike Path Environmental Permitting & Engineering Design	\$1,200,000
Bike Path Middle Section (Crane Ave to Merrill Rd) Environmental Permitting & Engineering Design	
Construct Pickleball Facility	\$500,000
Construct Pickleball Facility	
Deming Park parking improvements	\$550,000
Deming Park suffers from inadequate parking that at times can lead to dangerous encounters between park patrons and motorists. A feasibility study is being undertaken (spring 2022) which will lead to recommendations for improvements along...	
Develop downtown microgrid	\$1,100,000
Develop downtown microgrid	
High School Baseball Field Fencing Improvements	\$80,000
Fencing improvements for both Clapp Park and Taconic High School varsity baseball fields: Seasonal outfield fence for Clapp Park and new backstop for THS baseball field..	
Improve Lebanon Park playground	\$75,000
Improve Lebanon Park playground	
Improve Pontoosuc Lake Park	\$850,000
Improve Pontoosuc Lake Park	
Lakewood Park Parking Improvements	\$100,000
Lakewood Park Parking Improvements	
Onota Dam improvements	\$50,000
Onota Dam improvements	
Osceola Park Playground and Parking Improvements	\$400,000
Osceola Park Playground and Parking Improvements	
Rehabilitate Springside Pond	\$650,000
Rehabilitate Springside Pond	
Restore Springside House	\$2,100,000
Restore Springside House	
Taconic High School Track Upgrades	\$810,000
The Taconic High School track needs complete renovation	
Total: \$8,465,000	



Conservation Board A Requests

Itemized Requests for 2023-2027

Enhancements to Tierney Sr. Wildlife Refuge	\$125,000
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Enhancements to Tierney Sr. Wildlife Refuge	
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Total: \$125,000



DEBT



General Fund Summary

City of Pittsfield, Massachusetts

Total Long-Term Debt Outstanding as of June 30, 2021

General Fund

Date	Principal	Interest	Total P+I
06/30/2022	5,960,573.00	3,651,202.55	9,611,775.55
06/30/2023	6,146,400.00	3,296,933.40	9,443,333.40
06/30/2024	6,113,400.00	3,030,582.40	9,143,982.40
06/30/2025	6,232,450.00	2,770,215.40	9,002,665.40
06/30/2026	6,191,500.00	2,517,848.90	8,709,348.90
06/30/2027	6,185,700.00	2,258,379.90	8,444,079.90
06/30/2028	5,590,050.00	2,012,374.90	7,602,424.90
06/30/2029	5,130,000.00	1,791,593.26	6,921,593.26
06/30/2030	4,900,000.00	1,589,796.99	6,489,796.99
06/30/2031	4,395,000.00	1,414,887.61	5,809,887.61
06/30/2032	4,225,000.00	1,271,925.08	5,496,925.08
06/30/2033	3,880,000.00	1,142,578.19	5,022,578.19
06/30/2034	3,640,000.00	1,024,568.82	4,664,568.82
06/30/2035	3,020,000.00	923,659.44	3,943,659.44
06/30/2036	2,740,000.00	835,909.43	3,575,909.43
06/30/2037	2,545,000.00	750,671.91	3,295,671.91
06/30/2038	2,510,000.00	666,590.64	3,176,590.64
06/30/2039	2,585,000.00	578,831.27	3,163,831.27
06/30/2040	2,620,000.00	488,375.02	3,108,375.02
06/30/2041	2,620,000.00	397,343.76	3,017,343.76
06/30/2042	2,595,000.00	304,646.88	2,899,646.88
06/30/2043	1,930,000.00	209,903.13	2,139,903.13
06/30/2044	1,685,000.00	140,968.76	1,825,968.76
06/30/2045	1,055,000.00	92,728.13	1,147,728.13
06/30/2046	1,090,000.00	56,531.25	1,146,531.25
06/30/2047	1,130,000.00	19,068.75	1,149,068.75
06/30/2048			
Total	\$96,715,073.00	\$33,238,115.77	\$129,953,188.77



General Fund Detail

	Par Amounts of Selected Issues	Final FY Maturity
January 26 2012 -Surface Drainage (ISQ).....	315,000.00	2032
January 26 2012 -Resurfacing/Reconstructing Streets (ISQ).....	280,000.00	2030
January 26 2012 -Streetscape Work (ISQ).....	110,000.00	2030
January 26 2012 -Parking Lot Improvements (ISQ).....	90,000.00	2030
January 26 2012 -Onota Lake Dam Outflow Pipe Upgrade (ISQ).....	5,000.00	2022
January 26 2012 -Park & Beech Street Drainage (ISQ).....	115,000.00	2032
January 26 2012 -Streetscape 2 (ISQ).....	40,000.00	2025
January 26 2012 -Landfill Drainage (ISQ).....	25,000.00	2026
June 27 2013 Predefined LD -Surface Drainage (ISQ).....	235,000.00	2033
June 27 2013 Predefined LD -Park/Beech St Drainage (ISQ).....	240,000.00	2033
June 27 2013 Predefined LD -Streetscape (ISQ).....	70,000.00	2026
June 27 2013 Predefined LD -Vans (ISQ).....	40,000.00	2026
June 27 2013 Predefined LD -Common/Skate Park Redevelopment (ISQ).....	110,000.00	2026
January 23 2014 -Asbestos Abatement - City Buildings (ISQ).....	10,000.00	2022
January 23 2014 -Asbestos Abatement - Schools 1 (ISQ).....	10,000.00	2022
January 23 2014 -Asbestos Abatement- Schools 2 (ISQ).....	10,000.00	2022
January 23 2014 -Street Improvements 1 (ISQ).....	795,000.00	2027
January 23 2014 -Street Improvements 2 (ISQ).....	1,600,000.00	2027
January 23 2014 -Mercer Roof Replacement (ISQ).....	65,000.00	2034
January 23 2014 -Environmental Remediation- Schools (ISQ).....	15,000.00	2022
January 23 2014 -McKay Garage Restoration 1 (ISQ).....	225,000.00	2034
January 23 2014 -McKay Garage Restoration 2 (ISQ).....	745,000.00	2034
January 23 2014 -W. Union & Onota Street Traffic Signal (ISQ).....	20,000.00	2022
January 23 2014 -Airport Safety Improvements (OSQ).....	595,000.00	2034
January 23 2014 -Airport Construction & Safety Improvements (OSQ).....	895,000.00	2034
January 23 2014 -Street Improvements 3 (ISQ).....	1,065,000.00	2027
January 23 2014 -PHS Dome Painting (ISQ).....	75,000.00	2034
January 23 2014 -Redevelopment of Common/Skate Park (ISQ).....	15,000.00	2024
January 23 2014 -Oak Hill Culvert Replacement (ISQ).....	205,000.00	2032
January 23 2014 -Loader (ISQ).....	20,000.00	2022
January 23 2014 -10-Wheeler Snowfighter (ISQ).....	30,000.00	2022
January 23 2014 -Re-tube Boiler - PHS (ISQ).....	20,000.00	2025
January 23 2014 -Building #1 Roof Replacement (ISQ).....	30,000.00	2027
February 5 2015 -Asbestos Abatement - All Schools (I).....	30,000.00	2023
February 5 2015 -Exterior Painting - Mercer & Herberg I (I).....	45,000.00	2030
February 5 2015 -Exterior Painting - Mercer & Herberg II (I).....	5,000.00	2022
February 5 2015 -Fire Alarm System - Reid (I).....	20,000.00	2025
February 5 2015 -Boiler #2 Leveling - Crosby (I).....	30,000.00	2027
February 5 2015 -PHS Cym Floor Replacement (I).....	100,000.00	2035
February 5 2015 -Addl HS Gym Floor Replacement (I).....	25,000.00	2025
February 5 2015 -Oak Hill Culvert Replacement (I).....	20,000.00	2025
February 5 2015 -Street Improvements w/ Streetscape (I).....	315,000.00	2029
February 5 2015 -Environmental Remediation - City Bldgs. (I).....	20,000.00	2023
February 5 2015 -McKay Garage Restoration (I).....	540,000.00	2035
February 5 2015 -W. Union & Onota St. Traffic Signals (I).....	40,000.00	2023
February 5 2015 -Fire Truck (I).....	330,000.00	2033
February 5 2015 -McKay St. Parking Garage I (I).....	385,000.00	2035
February 5 2015 -McKay St. Parking Garage II (I).....	540,000.00	2035
February 5 2015 -Street Improvements w/ Streetscape, Bridges I (I).....	360,000.00	2028
February 5 2015 -Street Improvements w/ Streetscape, Bridges II (I).....	635,000.00	2029
February 5 2015 -Resurfacing City Parking Lots (I).....	180,000.00	2028
February 5 2015 -Roadside Tractor w/ Boom Flail Mower (I).....	20,000.00	2023
February 5 2015 -Plow Truck (I).....	10,000.00	2023
February 5 2015 -Common Redevelopment - Phase 2B & 3A (I).....	180,000.00	2028



February 5 2015 -MDT Unit Replacements I (I).....	20,000.00	2023
February 5 2015 -Catch Basin Cleaning Truck (I).....	60,000.00	2024
February 5 2015 -Oil Tank Removal - Springside House (I).....	30,000.00	2026
February 5 2015 -Motorcycles - Police (I).....	5,000.00	2022
February 5 2015 -Computer Infrastructure - Police (I).....	20,000.00	2024
February 11 2016 -Wireless Wide Area Network Upgrade (ISQ).....	45,000.00	2024
February 11 2016 -McKay Parking Garage (ISQ).....	250,000.00	2036
February 11 2016 -Common Redevelopment- Phase 2 (ISQ).....	130,000.00	2029
February 11 2016 -Hibbard School Renovations (ISQ).....	205,000.00	2036
February 11 2016 -Columbus Ave Garage Recoating (ISQ).....	50,000.00	2026
February 11 2016 -Street Improvements I (ISQ).....	340,000.00	2029
February 11 2016 -Street Improvements II (ISQ).....	705,000.00	2030
October 27 2016 -Wahconah Park Stadium Lights I (I).....	120,000.00	2030
October 27 2016 -Wahconah Park Stadium Lights II (I).....	185,000.00	2025
October 27 2016 -Street Improvements w/ Streetscape (I).....	900,000.00	2030
October 27 2016 -Asbestos Abatement - City (I).....	5,000.00	2022
October 27 2016 -Columbus Ave. Garage Recoating (I).....	80,000.00	2030
October 27 2016 -Library Gas Conversion (I).....	65,000.00	2030
October 27 2016 -City Hall Floor Refurnishing I (I).....	5,000.00	2022
October 27 2016 -City Hall Floor Refurnishing II (I).....	5,000.00	2022
October 27 2016 -Street Improvements II.....	1,500,000.00	2030
October 27 2016 -Streetscape Design - Phase IV (I).....	200,000.00	2030
October 27 2016 -Columbus Ave. Garage Remodeling (I).....	240,000.00	2037
October 27 2016 -Asbestos Abatement - Schools (I).....	50,000.00	2025
October 27 2016 -Re-Key Crosby (I).....	65,000.00	2030
October 27 2016 -THS Oil Tank Removal (I).....	5,000.00	2022
October 27 2016 -PHS Bleacher Replacement (I).....	120,000.00	2035
October 27 2016 -Environmental Abatement - Schools I (I).....	30,000.00	2025
October 27 2016 -Environmental Abatement - Schools II (I).....	50,000.00	2025
October 27 2016 -Airport Hazard Beacon Replacement (O).....	30,000.00	2027
February 2 2017 School (OSQ).....	9,980,000.00	2042
June 29 2017 -Asbestos Abatement I (City) (ISQ).....	3,150.00	2023
June 29 2017 -Asbestos Abatement II (City) (ISQ).....	19,150.00	2027
June 29 2017 -Westside Riverway I (ISQ).....	15,500.00	2026
June 29 2017 -Westside Riverway II (ISQ).....	15,500.00	2026
June 29 2017 -Boiler #2 Leveling (Crosby) (ISQ).....	5,670.00	2024
June 29 2017 -Municipal Garage Cameras (ISQ).....	27,132.00	2024
June 29 2017 -Street Improvements (ISQ).....	1,356,000.00	2031
June 29 2017 -School Environmental Abatement (FY15) (ISQ).....	17,800.00	2026
June 29 2017 -Downtown Parking Management I (ISQ).....	334,800.00	2031
June 29 2017 -Downtown Parking Management II (ISQ).....	81,100.00	2032
June 29 2017 -Street Improvements I (ISQ).....	116,700.00	2031
June 29 2017 -Street Improvements II (ISQ).....	2,035,000.00	2032
June 29 2017 -Stormwater Improvements (ISQ).....	778,927.00	2032
June 29 2017 -5-Ton Snow Fighter (ISQ).....	181,100.00	2031
June 29 2017 -School Environmental Abatement I (FY16) (ISQ).....	14,200.00	2026
June 29 2017 -School Environmental Abatement II (FY16) (ISQ).....	8,000.00	2024
June 29 2017 -School Security/Safety Upgrades (ISQ).....	22,300.00	2027
June 29 2017 -Mercer Boiler Replacement (ISQ).....	71,100.00	2037
June 29 2017 -PHS Auditorium Upgrade (ISQ).....	288,500.00	2037
June 29 2017 -Sped Room Upgraded (ISQ).....	13,151.00	2025
June 29 2017 -Garage Sweeper (ISQ).....	65,600.00	2031
June 29 2017 -City Environmental Abatement (ISQ).....	21,320.00	2027
June 29 2017 -Tax Collector Counter Refurbish (ISQ).....	57,900.00	2034
June 29 2017 -1-Ton Dump Truck w/ Plow (ISQ).....	136,800.00	2031
June 29 2017 -Triple Combo Fire Engine (ISQ).....	476,600.00	2036
June 29 2017 -Truck 2 Ladder Refurbish (ISQ).....	168,000.00	2026
June 29 2017 -Fire Turnout Gear (ISQ).....	60,500.00	2026
June 29 2017 -PC Replacement Program (ISQ).....	43,500.00	2026
February 1 2018 -Airport (OSQ).....	770,000.00	2042
February 1 2018 -CAMA Software Upgrade II (ISQ).....	10,000.00	2023



February 1 2018 -Taconic High School (OSQ).....	19,251,000.00	2047
February 1 2018 -Mobile Data (ISQ).....	10,000.00	2023
February 1 2018 -Crosby PA System Replacement II (ISQ).....	50,000.00	2029
February 1 2018 -Vibratory Roller (ISQ).....	20,000.00	2025
February 1 2018 -Structural Firefighting (ISQ).....	25,000.00	2022
February 1 2018 -Command Staff Vehicles (ISQ).....	105,000.00	2027
February 1 2018 -Ladder Truck Replacement (ISQ).....	800,000.00	2037
February 1 2018 -Support Services Vehicles (ISQ).....	10,000.00	2022
February 1 2018 -Radio Replacement Program (ISQ).....	195,000.00	2028
February 1 2018 -Mobile Data Terminal Replacement Program I (ISQ).....	10,000.00	2022
February 1 2018 -Technology/Software (ISQ).....	10,000.00	2022
February 1 2018 -Dell PC Replacement Program (ISQ).....	30,000.00	2027
February 1 2018 -5-ton Hook Lift Truck (ISQ).....	215,000.00	2028
February 1 2018 -1-ton Hook Lift Truck (2017) (ISQ).....	105,000.00	2028
February 1 2018 -Multi-Purpose Tractor (ISQ).....	40,000.00	2029
February 1 2018 -1-ton Utility Truck w/ Plow (ISQ).....	195,000.00	2028
February 1 2018 -Street Sweeper (ISQ).....	210,000.00	2028
February 1 2018 -Articulating Tractor (ISQ).....	115,000.00	2033
February 1 2018 -Equipment Trailer (ISQ).....	35,000.00	2028
February 1 2018 -Police Department Support Services Vehicles (ISQ).....	70,000.00	2023
February 1 2018 -1-ton Hook Lift Truck (2016) (ISQ).....	105,000.00	2028
June 29 2018 -Resurface Surface Lot #3 (ISQ).....	445,000.00	2033
June 29 2018 -Boiler #2 Leveling (Crosby School) (ISQ).....	10,000.00	2023
June 29 2018 -Carpet Replacement (Conte School) (ISQ).....	70,000.00	2033
June 29 2018 -Fire Dept Turn Out Gear (ISQ).....	30,000.00	2023
June 29 2018 -Police Dept Radio Replacement Program (ISQ).....	150,000.00	2028
June 29 2018 -Police Dept PC Replacement (ISQ).....	35,000.00	2028
June 29 2018 -Police Dept MDT Replacement (ISQ).....	30,000.00	2027
October 25 2018 -Taconic High School (OSQ).....	9,685,000.00	2044
October 25 2018 -School Buses (ISQ).....	160,000.00	2023
February 1 2019 -Street System Improvements I (ISQ).....	230,000.00	2032
February 1 2019 -Street System Improvements II (ISQ).....	1,425,000.00	2033
February 1 2019 -Street System Improvements III (ISQ).....	475,000.00	2034
February 1 2019 -Street Imp/Streetscape Design I (ISQ).....	330,000.00	2033
February 1 2019 -Street Imp/Streetscape Design II (ISQ).....	1,955,000.00	2034
February 1 2019 -Stormwater Improvements I (ISQ).....	10,000.00	2023
February 1 2019 -Stormwater Improvements II (ISQ).....	470,000.00	2044
June 26 2019 -Taconic High School Construction (O).....	3,785,000.00	2043
June 26 2019 -City Hall Telecom Services Upgrade I (I).....	5,000.00	2022
June 26 2019 -City Hall Telecom Services Upgrade II (I).....	10,000.00	2023
June 26 2019 -City Hall Telecom Services Upgrade III (I).....	10,000.00	2023
June 26 2019 -City Hall Telecom Services Upgrade V (I).....	90,000.00	2039
June 26 2019 -Springside House Repair and Restoration I (I).....	40,000.00	2029
June 26 2019 -Springside House Repair and Restoration II (I).....	385,000.00	2043
June 26 2019 -Springside House Repair and Restoration III (I).....	30,000.00	2027
June 26 2019 -Upper Sackett Reservoir Dam Improvements I (O).....	20,000.00	2025
June 26 2019 -Upper Sackett Reservoir Dam Improvements II (O).....	515,000.00	2043
June 26 2019 -PHS Handicap Ramp & Air Intake Repairs (I).....	110,000.00	2043
June 26 2019 -Street System Improvements (I).....	140,000.00	2034
June 26 2019 -Voting Machines (I).....	75,000.00	2026
June 26 2019 -1 ton Hook Lift All Season Truck (I).....	95,000.00	2029
June 26 2019 -Tandem Hook Lift Dump Truck w/Plow (I).....	85,000.00	2029
June 26 2019 -Triple Combination Fire Engine (I).....	610,000.00	2039
June 26 2019 -One ton utility body truck with plow (I).....	80,000.00	2029
June 26 2019 -Athletic Court Resurfacing (I).....	70,000.00	2034
June 26 2019 -Window Repairs/ Replacement (I).....	85,000.00	2038
June 26 2019 -Police Support Services Vehicles (I).....	80,000.00	2029
June 26 2019 -MDT Replacement (I).....	10,000.00	2023
June 26 2019 -Security & Safety Upgrades IV (I).....	15,000.00	2024
February 26 2020 -Streetlight LED Conversion I (I).....	1,370,000.00	2034
February 26 2020 -Streetlight LED Conversion II (I).....	140,000.00	2035



February 26 2020 -Durant Bathroom Repairs & Upgrades (I).....	75,000.00	2036
February 26 2020 -Capital Theatre Marquee I (I).....	145,000.00	2040
February 26 2020 -Capital Theatre Marquee II (I).....	65,000.00	2034
February 26 2020 -Street Improvement incl. Streetscape Design I (I).....	575,000.00	2034
February 26 2020 -Street Improvement incl. Streetscape Design II (I).....	1,830,000.00	2035
February 26 2020 -Columbus Avenue Parking Garage I (I).....	975,000.00	2040
February 26 2020 -Columbus Avenue Parking Garage II (I).....	205,000.00	2040
February 26 2020 -Durant Park Bathroom Upgrade (I).....	45,000.00	2030
February 26 2020 -Environmental Abatement School (I).....	60,000.00	2030
February 26 2020 -Pickup Truck With & Without Plow (I).....	95,000.00	2025
February 26 2020 -SUV - Building Maintenance & Inspections (I).....	40,000.00	2025
February 26 2020 -Street Sweeper (I).....	210,000.00	2030
February 26 2020 -Portable Radio Replacement (I).....	35,000.00	2028
February 26 2020 -SCBA Replacement (I).....	45,000.00	2025
February 26 2020 -MDT Replacement (I).....	45,000.00	2030
February 25 2021 -Cur Ref of 3 1 08 City Hall Roof (ISQ).....	33,800.00	2025
February 25 2021 -Cur Ref of 3 1 08 Pontoosuc Retention Wall (ISQ).....	19,150.00	2025
February 25 2021 -Cur Ref of 3 1 08 Forensic Video System (ISQ).....	4,900.00	2025
February 25 2021 -Cur Ref of 3 1 08 Dispatch System (ISQ).....	9,600.00	2025
February 25 2021 -Cur Ref of 3 1 08 Fuel Management System (ISQ).....	3,850.00	2025
February 25 2021 -Cur Ref of 3 1 08 Parking Garage (ISQ).....	57,450.00	2025
February 25 2021 -Cur Ref of 3 1 08 Police Rewiring (ISQ).....	5,100.00	2022
February 25 2021 -Cur Ref of 3 1 08 Street Improvements (ISQ).....	19,150.00	2025
February 25 2021 -Cur Ref of 3 1 08 DPW Stormwater Mgmt Plan (OSQ).....	38,300.00	2025
February 25 2021 -Cur Ref of 3 1 08 Stormwater Improvements (ISQ).....	32,900.00	2028
February 25 2021 -Cur Ref of 3 1 08 Columbus Ave. Repair (ISQ).....	29,100.00	2025
February 25 2021 -Cur Ref of 3 1 08 McKay Garage Repair (ISQ).....	134,000.00	2025
February 25 2021 -Cur Ref of 3 1 08 Taconic Stage Repair (ISQ).....	5,100.00	2022
February 25 2021 -Cur Ref of 7 1 10 Muni Purpose (ISQ).....	189,700.00	2022
February 25 2021 -Cur Ref of 7 1 10 School (OSQ).....	1,744,900.00	2022
February 25 2021 -Cur Ref of 10 1 10 Surfaces Drainage (ISQ).....	582,663.00	2031
February 25 2021 -Cur Ref of 10 1 10 Streetscape Phase #2 (ISQ).....	54,750.00	2028
February 25 2021 -Cur Ref of 10 1 10 Police Dispatch Center (ISQ).....	82,600.00	2027
February 25 2021 -Cur Ref of 10 1 10 Columbus Ave. Garage (ISQ).....	137,600.00	2027
February 25 2021 -Cur Ref of 10 1 10 New Road Bridge (ISQ).....	54,500.00	2028
February 25 2021 -Cur Ref of 10 1 10 Traffic Signal (ISQ).....	71,650.00	2028
February 25 2021 -Cur Ref of 10 1 10 Morningside School Roof (ISQ).....	173,950.00	2027
February 25 2021 -Cur Ref of 10 1 10 PHS Floor Tile Abatement (ISQ).....	55,050.00	2027
February 25 2021 -Cur Ref of 10 1 10 Crosby Chimney Repair (ISQ).....	18,950.00	2025
February 25 2021 -Cur Ref of 10 1 10 Airport (OSQ).....	100,300.00	2027
February 25 2021 -Cur Ref of 10 1 10 Public Lighting (ISQ).....	423,300.00	2028
February 25 2021 -Cur Ref of 10 1 10 Resurf/Recon Streets (ISQ).....	1,216,000.00	2028
February 25 2021 -Cur Ref of 10 1 10 Elevator Taconic HS (ISQ).....	9,850.00	2023
February 25 2021 -Cur Ref of 10 1 10 Temperature Control Sys (ISQ).....	18,950.00	2025
February 25 2021 -Cur Ref of 10 1 10 Record Storage Room (ISQ).....	9,850.00	2023
February 25 2021 -Cur Ref of 10 1 10 Garage Floor Repair (ISQ).....	40,000.00	2028
February 25 2021 -Cur Ref of 10 1 10 Library Renovations (ISQ).....	63,350.00	2028
February 25 2021 -Cur Ref of 10 1 10 Streetscape Work (ISQ).....	99,100.00	2028
February 25 2021 -Cur Ref of 10 1 10 Parking Lot Improvements (ISQ).....	63,350.00	2028
February 25 2021 -Cur Ref of 10 1 10 Oil/Water Separator (ISQ).....	29,450.00	2023
February 25 2021 -Cur Ref of 1 15 11 Airport (OSQ).....	27,500.00	2027
February 25 2021 -Cur Ref of 1 15 11 South Landfill Drainage (ISQ).....	43,800.00	2029
February 25 2021 -Cur Ref of 1 15 11 Landfill Engineering (ISQ).....	43,800.00	2029
February 25 2021 -Cur Ref of 1 15 11 PHS Roof Replacement (ISQ).....	752,150.00	2029
February 25 2021 -Cur Ref of 1 15 11 Asbestos Abatement (ISQ).....	71,350.00	2029
February 25 2021 -Cur Ref of 1 15 11 Police Station Roof (ISQ).....	88,100.00	2029
February 25 2021 -Cur Ref of 1 15 11 Library Retrofit Lighting (ISQ).....	28,850.00	2024
February 25 2021 -Streetscape Phase 4 I (ISQ).....	114,954.00	2032
February 25 2021 -Streetscape Phase 4 II (ISQ).....	141,274.00	2033
February 25 2021 -Tyler St. Streetscape Design I (ISQ).....	90,000.00	2024
February 25 2021 -Tyler St. Streetscape Design II (ISQ).....	37,380.00	2025



February 25 2021 -Tyler St. Streetscape Design III (ISQ).....	21,420.00	2025
February 25 2021 -Tyler St. Streetscape Design IV (ISQ).....	51,200.00	2026
February 25 2021 -Stormwater Improvements I (ISQ).....	983,737.00	2041
February 25 2021 -Westside Riverway Park I (ISQ).....	10,000.00	2023
February 25 2021 -Westside Riverway Park II (ISQ).....	2,154.00	2022
February 25 2021 -Westside Riverway Park III (ISQ).....	159,043.00	2036
February 25 2021 -Clapp Park Improvement I (ISQ).....	100,000.00	2034
February 25 2021 -Clapp Park Improvement II (ISQ).....	53,958.00	2032
February 25 2021 -Clapp Park Improvement III (ISQ).....	25,722.00	2026
February 25 2021 -Clapp Park Improvement IV (ISQ).....	175,320.00	2036
February 25 2021 -Stormwater System Improvements I (ISQ).....	500,000.00	2041
February 25 2021 -Tyler/Woodlawn Intersection Des I (ISQ).....	40,000.00	2024
February 25 2021 -Tyler/Woodlawn Intersection Des II (ISQ).....	26,200.00	2025
February 25 2021 -Tyler/Woodlawn Intersection Des III (ISQ).....	118,800.00	2026
February 25 2021 -Springside House Exterior Restoration (ISQ).....	400,000.00	2041
February 25 2021 -VOIP Upgrade Phase 2 I (ISQ).....	75,000.00	2034
February 25 2021 -VOIP Upgrade Phase 2 II (ISQ).....	28,817.00	2027
February 25 2021 -VOIP Upgrade Phase 2 III (ISQ).....	118,822.00	2035
February 25 2021 -VOIP Upgrade Phase 2 IV (ISQ).....	13,668.00	2024
February 25 2021 -Streetscape Design I (ISQ).....	383,905.00	2035
February 25 2021 -Streetscape Design II (ISQ).....	2,116,095.00	2036
February 25 2021 -Hook Lift All Season Truck (ISQ).....	82,250.00	2030
February 25 2021 -PC Replacement (ISQ).....	41,744.00	2030
February 25 2021 -Technology/Software (ISQ).....	39,847.00	2029
TOTAL.....	96,715,073.00	



Water Enterprise

City of Pittsfield, Massachusetts

Total Long-Term Debt Outstanding as of June 30, 2021

Water

Date	Principal	Interest	Total P+I
06/30/2022	1,111,682.00	539,453.06	1,651,135.06
06/30/2023	1,175,654.00	476,530.83	1,652,184.83
06/30/2024	1,207,901.00	434,794.28	1,642,695.28
06/30/2025	1,249,872.00	393,204.30	1,643,076.30
06/30/2026	1,186,770.00	353,656.88	1,540,426.88
06/30/2027	1,208,696.00	314,816.97	1,523,512.97
06/30/2028	1,250,650.00	273,641.26	1,524,291.26
06/30/2029	1,156,337.00	233,043.64	1,389,380.64
06/30/2030	1,180,505.00	193,556.47	1,374,061.47
06/30/2031	1,019,758.00	159,685.09	1,179,443.09
06/30/2032	820,000.00	134,293.76	954,293.76
06/30/2033	850,000.00	111,181.26	961,181.26
06/30/2034	875,000.00	87,206.26	962,206.26
06/30/2035	910,000.00	62,440.64	972,440.64
06/30/2036	700,000.00	40,315.65	740,315.65
06/30/2037	690,000.00	21,331.27	711,331.27
06/30/2038	145,000.00	10,375.01	155,375.01
06/30/2039	150,000.00	7,315.63	157,315.63
06/30/2040	160,000.00	4,075.00	164,075.00
06/30/2041	120,000.00	1,200.00	121,200.00
Total	\$17,167,825.00	\$3,852,117.26	\$21,019,942.26



Water Enterprise Detail

	Par Amounts of Selected Issues	Final FY Maturity
July 8 2010 MWPAT DWS-09-06 (O).....	411,587.00	2031
July 8 2010 MWPAT DWS-09-08 (O).....	1,554,385.00	2031
January 26 2012 -Public Water Dams (ISQ).....	1,405,000.00	2030
February 5 2015 -Hancock Rd. Water Main Improvements I (O).....	770,000.00	2035
February 5 2015 -Hancock Rd. Water Main Improvements II (O).....	310,000.00	2035
February 5 2015 -Benedict Rd. Water Storage Tank I (O).....	385,000.00	2035
February 5 2015 -Benedict Rd. Water Storage Tank II (O).....	1,160,000.00	2035
February 11 2016 -Benedict Road Water Storage Tank (OSQ).....	225,000.00	2036
February 11 2016 -YMCA Water Storage Tank Improvements (OSQ).....	50,000.00	2026
October 27 2016 -Public Water Dams (I).....	325,000.00	2025
October 27 2016 -Hancock Rd. Water Main Improvements (O).....	395,000.00	2037
October 27 2016 -Farnham Reservoir Dam Improvements I (O).....	3,030,000.00	2037
October 27 2016 -Farnham Reservoir Dam Improvements II (O).....	2,860,000.00	2037
October 27 2016 -YMCA Storage Tank Improvements (O).....	635,000.00	2037
June 26 2019 -Water 1 Ton Pickup with Plow (O).....	55,000.00	2029
June 26 2019 -Water 1 Ton Utility Body Truck with Plow (O).....	80,000.00	2029
February 26 2020 -West Housatonic Water Main Improvements (O).....	550,000.00	2040
February 26 2020 -1 Ton Pickup with Plow (Water) (O).....	75,000.00	2030
February 25 2021 -Cur Ref of 3 1 08 Water Treatment Plant (OSQ).....	96,100.00	2028
February 25 2021 -Cur Ref of 3 1 08 Water Distribution Sys (OSQ).....	832,700.00	2028
February 25 2021 -Cur Ref of 7 1 10 Water (OSQ).....	3,050.00	2022
February 25 2021 -Cleveland Reservoir Dredging/ Imp (OSQ).....	796,203.00	2041
February 25 2021 -Water Main Improvements (OSQ).....	1,163,800.00	2041
TOTAL.....	17,167,825.00	



Sewer Enterprise

City of Pittsfield, Massachusetts

Total Long-Term Debt Outstanding as of June 30, 2021
Sewer

Date	Principal	Interest	Total P+I
06/30/2022	2,918,280.61	1,958,560.08	4,876,840.69
06/30/2023	3,110,681.20	2,189,079.91	5,299,761.11
06/30/2024	3,194,608.39	2,095,133.50	5,289,741.89
06/30/2025	3,287,756.09	1,998,682.81	5,286,438.90
06/30/2026	3,366,997.18	1,899,881.40	5,266,878.58
06/30/2027	3,457,103.54	1,799,157.76	5,256,261.30
06/30/2028	3,563,096.03	1,696,142.49	5,259,238.52
06/30/2029	3,520,850.54	1,593,909.90	5,114,760.44
06/30/2030	3,616,187.93	1,491,568.36	5,107,756.29
06/30/2031	3,677,586.06	1,398,114.37	5,075,700.43
06/30/2032	3,621,298.82	1,316,530.10	4,937,828.92
06/30/2033	3,622,287.04	1,235,699.39	4,857,986.43
06/30/2034	3,606,972.00	1,153,199.48	4,760,171.48
06/30/2035	3,684,554.00	1,071,645.19	4,756,199.19
06/30/2036	3,428,299.00	988,570.32	4,416,869.32
06/30/2037	3,357,607.00	911,187.10	4,268,794.10
06/30/2038	2,872,969.00	840,697.85	3,713,666.85
06/30/2039	2,924,410.00	775,785.62	3,700,195.62
06/30/2040	2,991,954.00	709,448.62	3,701,402.62
06/30/2041	3,065,630.00	641,546.88	3,707,176.88
06/30/2042	2,405,462.00	579,174.26	2,984,636.26
06/30/2043	2,461,480.00	522,674.10	2,984,154.10
06/30/2044	2,528,711.00	464,695.30	2,993,406.30
06/30/2045	2,472,184.00	407,136.16	2,879,320.16
06/30/2046	2,536,928.00	350,325.60	2,887,253.60
06/30/2047	2,597,975.00	291,948.20	2,889,923.20
06/30/2048	2,660,354.00	232,156.48	2,892,510.48
06/30/2049	2,529,098.00	170,921.18	2,700,019.18
06/30/2050	2,589,238.00	115,281.04	2,704,519.04
06/30/2051	2,650,809.00	58,317.80	2,709,126.80
			-
Total	\$92,321,367.43	\$30,957,171.25	\$123,278,538.68



Sewer Enterprise Detail

	Par Amounts of Selected Issues	Final FY Maturity
July 8 2010 MWPAT CWS-09-26 (O).....	1,155,426.00	2031
January 26 2012 -Wastewater Collection System (ISQ).....	400,000.00	2032
January 26 2012 -Wastewater Treatment Plant (ISQ).....	405,000.00	2032
June 27 2013 Predefined LD -Wastewater Collection System (ISQ).....	795,000.00	2033
January 7 2015 MCWT CW-09-22-A (I).....	3,049,246.00	2035
February 5 2015 -Wastewater Treatment Plant I (O).....	770,000.00	2035
February 5 2015 -WWTP - Solar Photovoltaic Panel (O).....	170,000.00	2035
May 14 2015 MCWT CW-09-22 (I).....	286,539.43	2033
February 11 2016 -Wastewater Treatment Plant Upgrades (OSQ).....	2,345,000.00	2036
October 27 2016 -Wastewater Treatment Plant (I).....	935,000.00	2037
October 27 2016 -Wastewater Treatment Plant Improvements I (O).....	3,900,000.00	2037
October 27 2016 -Wastewater Treatment Plant Improvements II (O).....	735,000.00	2037
October 27 2016 -Wastewater Collection System Improvements (O).....	520,000.00	2037
February 1 2018 -1-ton Utility Truck (Sewer) (ISQ).....	31,000.00	2028
February 1 2018 -Wastewater Treatment Plant (OSQ).....	508,000.00	2038
June 29 2018 -WWTP Nutrient Removal Upgrade (OSQ).....	3,465,000.00	2048
February 1 2019 -Wastewater Treatment Plant Imp I (OSQ).....	175,000.00	2044
February 1 2019 -Wastewater Treatment Plant Imp II (OSQ).....	280,000.00	2044
February 1 2019 -Wastewater Collection Sys Imp I (OSQ).....	455,000.00	2044
February 1 2019 -Wastewater Collection Sys Imp II (OSQ).....	680,000.00	2044
February 1 2019 -Wastewater Collection Sys Imp III (OSQ).....	200,000.00	2044
June 26 2019 -Sewer 1 Ton Pickup with Plow (I).....	55,000.00	2029
June 26 2019 -Sewer 1 Ton Utility Body Truck with Plow (I).....	30,000.00	2027
February 26 2020 -Sewer Cleaning Truck (I).....	350,000.00	2030
February 25 2021 -Cur Ref of 3 1 08 Wastewater Treatment (ISQ).....	288,250.00	2028
February 25 2021 -Cur Ref of 3 1 08 Wastewater Treatment Plant (ISQ).....	101,150.00	2028
February 25 2021 -Cur Ref of 3 1 08 Wastewater Collection Sys (ISQ).....	655,200.00	2028
February 25 2021 -Cur Ref of 7 1 10 Sewer (ISQ).....	4,600.00	2022
February 25 2021 -Sewer Collection Sys Impr (OSQ).....	2,576,750.00	2041
February 25 2021 -WWTP Force Main Replacement (ISQ).....	8,244,555.00	2041
February 25 2021 -Wastewater Treatment Plant (ISQ).....	1,018,569.00	2041
May 11 2021 MCWT CWP-18-12 (I).....	50,724,760.00	2051
May 11 2021 MCWT CWP-18-12-A (I).....	7,012,322.00	2051
TOTAL.....	92,321,367.43	



SUPPLEMENTAL INFORMATION



Financial Polices

CITY OF PITTSFIELD

FINANCIAL POLICIES MANUAL

April 2017

Linda M. Tyer, Mayor

Matthew M. Kerwood, Finance Director

INTRODUCTION

The City of Pittsfield is committed to safeguarding public funds, protecting local assets, and complying with financial standards and regulations. To that end, this manual of financial policies provides guidance for local planning and decision making. The policies as a whole are intended to outline objectives, provide formal direction, and define authority to help ensure sound fiscal stewardship and management practices. Each policy is a living document that should be reviewed and updated as necessary.

Through these policies, the City commits to the following objectives:

- Sustaining a consistent level of service and value for residents.
- Safeguarding financial integrity and minimizing risk through a system of internal controls.
- Ensuring the quality and maintenance of capital assets.
- Conforming to general law, uniform professional standards, and municipal best practices.
- Protecting and enhancing the city's credit rating.
- Promoting transparency and public disclosure.



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REVENUES AND FORECASTING

PURPOSE

A key component of budget development is the identification of revenue assumptions and projections to determine the range of choices the Mayor, School Committee, and City Council can make in allocating resources. This policy is intended to set guidelines for regular evaluation of revenue sources as part of the annual budget process and longer range fiscal planning.

APPLICABILITY

This policy applies to the Mayor and City Council as Pittsfield's budget decision makers. It also applies to the job responsibilities of the Finance Director, School Superintendent, Deputy Superintendent for Finance, and all the managers of revenue-generating departments and the City's business-type operations.

POLICY

A. Revenue Guidelines

The City will continuously seek to diversify its revenue to improve the equity and stability of sources. Each year and whenever appropriate, the City will reexamine existing revenues and explore potential new sources. A balance will be sought between elastic and inelastic revenues to minimize any adverse effects caused by inflation or other economic changes. Additionally, intergovernmental revenues (e.g., local aid, grants) will be reviewed annually to determine their short- and long-term stability in order to minimize detrimental impacts.

This policy further entails the following expectations:

- The Assessing Department will maintain property assessments for the purpose of taxation at full and fair market value as prescribed by state law.
- City departments that charge fees shall annually review their fee schedules and propose adjustments when needed to ensure coverage of service costs.
- The City's business-type operations shall set rates to cover all their direct, indirect, and capital improvement costs on a self-supporting basis.
- The Building Department will notify the Finance Director of any moderate-to-large developments that could impact building permit volume.
- Department heads will strive to be informed of all available grants and other aid and will carefully consider any related restrictive covenants or matching requirements (both dollar and level-of-effort) to determine the cost-benefit of pursuing them.

B. Financial Forecast Guidelines

To determine the City's operating capacity for each forthcoming fiscal year, the Finance Director will annually create and provide the Mayor with a detailed budget forecast. The Finance Director shall also annually prepare a [five]-year financial projection of revenues and expenditures for all operating funds. To do so, the Finance Director will review trending financial factors and consult with the Board of Assessors, the City Accountant,



other department heads, and other officials with knowledge of state and local finance. These forecasts shall be used as planning tools in developing the following year's operating budget as well as the five-year capital improvement plan.

To ensure the City's revenues are balanced and capable of supporting desired levels of services, forecasts for property taxes, local receipts, and state aid shall be conservative based on historical trend analyses and shall use generally accepted forecasting techniques and appropriate data. To avoid potential revenue deficits, estimates for local receipts (e.g., inspection fees, investment income, license fees) should generally not exceed [90] percent of the prior year's actual collections without firm evidence that higher revenues are achievable.

Additionally, the forecast model should assume that:

- The City will maintain its current level of services.
- Property taxes (absent overrides) will grow at the limits of Proposition 21/2.
 - New growth will be projected conservatively, taking into account the City's three-year average by property class
- The City will be in compliance with Net School Spending and continue to contribute above its minimum contribution level.
- Local receipts and state aid will reflect economic cycles.
- Historical trends in the growth of specific operating expenses will prevail.
- The City will pay the debt service on existing debt, and follow its capital planning and debt management policies.
- The City will make its annual pension contributions and will begin making annual appropriations to amortize its other postemployment benefit liabilities.
- The City will strive to build and maintain reserve funds in compliance with its policy.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



TREATMENT OF ONE-TIME REVENUES

PURPOSE

The City of Pittsfield establishes this policy to set guidelines for the use of one-time revenues. It is fiscally prudent to avoid using any one-time revenue source to fund ongoing operations since that funding source cannot be expected to reoccur. Doing so without identifying future available offsets effectively postpones difficult decisions necessary to achieve structurally sound and sustainable spending plans.

APPLICABILITY

This policy pertains to any source of revenue that occurs in isolation in a given year (i.e., not repetitively, either year to year or over a limited period of years). It applies to the Mayor, Finance Director, School Committee, and City Council in their budget analysis and decision-making responsibilities.

POLICY

The City will generally avoid using one-time revenues to fund ongoing or recurring operating expenditures. Instead, the City will use the revenue to finance documented capital improvements, pay one-time expenditures, assist in reducing unfunded liabilities, or meet stated reserve goals before considering using any portion for operational needs.

The Finance Director will inform the Mayor of the anticipated receipt of any sizable or extraordinary one-time revenues, which can include free cash, bond premiums, overlay surplus, sale of municipal equipment, legal settlements, insurance proceeds, and gifts. The City will thoroughly analyze any unexpected or unusual one-time revenue source before appropriation. In adopting this policy, the City should have a priority order when appropriating one-time revenues, such as:

1. General stabilization fund
2. OPEB trust fund
3. One time capital expenditures

Economic downturns or unanticipated fiscal stresses may compel reasonable exceptions to this policy. In such cases, the Mayor, in consultation with the Finance Director, can recommend to City Council the use of one-time revenues for operational appropriations. Such use will trigger the Mayor to develop an action plan with the Finance Director to avoid continued reliance on one-time revenues.

State laws impose further restrictions on how certain types of one-time revenues may be used. The City will consult the following General Laws when the revenue source is:

- Sale of real estate: M.G.L. c. 44, §63 and M.G.L. c. 44, §63A
- Gifts and grants: M.G.L. c. 44, §53A and M.G.L. c. 53A1/2
- Bond proceeds: M.G.L. c. 44, §20

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



FINANCIAL RESERVES

PURPOSE

The City of Pittsfield's reserves provide resources that help the municipality to stabilize finances and to sustain operations during difficult economic periods. It is therefore important to have a policy that establishes prudent and consistent practices for appropriating to and expending these funds. With well-planned sustainability, the City can use its reserves to finance emergencies and other unforeseen needs, to hold money for specific future purposes, or in limited instances, to serve as revenue sources for the annual budget. Reserve balances and policies can also positively impact the City's credit rating and consequently its long-term cost to fund major projects.

APPLICABILITY

This policy pertains to short- and long-range budget decision making and applies to the Mayor, School Committee, and City Council in those duties.

POLICY

The City of Pittsfield commits to building and maintaining its reserves so as to have budgetary flexibility for unexpected events and significant disruptions in revenue-expenditure patterns and to provide a source of available funds for future capital expenditures. Adherence to this policy will help the City withstand periods of decreased revenues and control spending during periods of increased revenues. There are multiple types of reserves, including free cash, stabilization funds, retained earnings, and overlay surplus.

A. Free Cash

The Division of Local Services (DLS) must certify a community's free cash before it can be appropriated. DLS defines free cash as "the remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line items."

The City shall set a year-to-year goal of maintaining its free cash in the range of three to five percent of the annual budget. To achieve this, the Finance Director shall assist the Mayor in proposing budgets with conservative revenue projections, and department heads shall carefully manage their appropriations to produce excess income and budget turn backs. Further, budget decision makers will avoid fully depleting the City's free cash in any year, so that the succeeding year's calculation can begin with a positive balance. Moreover, as much practicable, the City will limit its use of free cash to funding one-time expenditures (like capital projects or emergencies and other unanticipated expenditures) and any excess above five percent of the annual budget will be appropriated to reserves or used to offset unfunded liabilities.

B. Stabilization Fund

A stabilization fund is a reserve account allowed by state law to set aside monies to be available for future spending purposes, including emergencies or capital expenditures, although it may be appropriated for any lawful purpose. Prior to the adoption of this policy, the City established and appropriated to a general stabilization fund.

General Stabilization: The City will endeavor to build and maintain a minimum balance of five percent of the current operating budget in its general stabilization fund. Withdrawals from general stabilization should only be used to mitigate emergencies or other unanticipated events that cannot be supported by current general fund appropriations. When possible, withdrawals of funds should be limited to the amount available above the



five percent minimum reserve target level. If any necessary withdrawal drives the balance below the minimum level, the withdrawal should be limited to one-third of the general stabilization fund balance. Further, the Mayor shall develop a detailed plan to replenish the fund to the minimum level within the next two fiscal years.

C. Retained Earnings

The City has two business-type operations, whose accounting is done in the manner of enterprise funds: the Water and Wastewater Departments. By accounting for the revenues and expenditures of each of these operations in individual funds segregated from the general fund, the City can effectively identify their true service delivery costs—direct, indirect, and capital—and to recover them through user fees. Under this accounting, the City may reserve each operation's generated surplus (referred to as retained earnings or, alternatively, as net assets unrestricted) rather than closing the amount out to the general fund at year-end.

For each of the two business-type operations, the City will maintain a reserve amount at 20 percent of the operation's total budget, at minimum, but any reserve may be significantly higher if major infrastructure improvements are necessary. These reserves will be used to provide rate stabilization and to fund major, future capital projects.

D. Overlay Surplus

The overlay is a reserve that is used to offset unrealized revenues resulting from property tax abatements and exemptions. The City will prudently manage the overlay to avoid the need to raise overlay deficits in the tax levy.

At the conclusion of each fiscal year, the Board of Assessors shall submit to the Mayor and Finance Director an update of the overlay reserve, including but not limited to, current balances, potential abatement liabilities, and any transfers to surplus. If the balance of the overlay exceeds the amount of potential liabilities, the Mayor may request the Board to vote to declare those balances surplus and available for use in the City's capital improvement plan or for any other onetime expense.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



OTHER POSTEMPLOYMENT BENEFITS LIABILITY

PURPOSE

The City of Pittsfield establishes this policy to provide the basis for a responsible plan for meeting its obligation to provide other postemployment benefits (OPEB) to eligible current and future retirees. These guidelines are designed to ensure OPEB sustainability and achieve generational equity among those called upon to financially support OPEB, thereby avoiding the transference of costs into the future.

APPLICABILITY

This policy encompasses OPEB-related budget decisions, personnel management, accounting, financial reporting, and investment. It applies to the Mayor and City Council in their budget decision-making responsibilities. The policy also applies to the OPEB-related duties of the Finance Director, Benefits Coordinator, and Trustees of the City's OPEB Trust Fund.

BACKGROUND

In addition to salaries, the City of Pittsfield compensates employees in a variety of other forms. Many employees earn benefits over their years of service that they will not receive until after retirement. A pension is one such earned benefit. Another is a set of retirement insurance plans for health, dental, and life. These are collectively referred to as other postemployment benefits or OPEB.

OPEB represent a significant liability for the City that must be properly measured, reported, and planned for financially. To limit the liability, the City will evaluate the structure of offered benefits and their cost drivers while at the same time avoiding benefit reductions that would place undue burdens on employees or risk making the City an uncompetitive employer. As important, the City has a fiscal responsibility to make systematic, long-range plans to fund its OPEB obligation.

POLICY

The City is committed to funding the long-term cost of the benefits promised its employees. To do so, the City will accumulate resources for future benefit payments in a disciplined, methodical manner during the active service life of employees. The City will also periodically assess strategies to mitigate its OPEB liability.

A. Accounting and Reporting

The Finance Director will obtain actuarial analyses of the City's OPEB liability every two years and will annually report the City's OPEB obligations in financial statements that comply with the current guidelines of the Governmental Accounting Standards Board.

The Trustees of the OPEB Trust Fund, as fund custodians, will delegate to the Finance Director the responsibility for investing the fund's assets and for managing its associated bank account and subaccounts. The Finance Director will manage the OPEB Trust Fund in conformance with the City's investment policy and the state's prudent investor laws. The Trustees will maintain oversight of the fund by reviewing the banking and investment activity. On an annual basis the City will analyze its option to invest its OPEB trust with the state Pension Reserve Investment Trust (PRIT) or local retirement board.

The Mayor shall ensure that the City's independent audit firm reviews compliance with the accounting and reporting provisions of this policy as part of its annual audits and will report on these to the City Council.

B. Mitigation

On an ongoing basis, the City will evaluate strategies for mitigating its OPEB liability and assess cost containment measures. The Finance Director shall monitor proposed laws affecting OPEB and Medicare and analyze their impacts.



C. Funding

To address the OPEB liability, decision makers shall analyze a variety of funding strategies and subsequently implement them as appropriate with the intention of fully funding the obligation. In November 2015, the City established an OPEB Trust Fund as a means to provide for long-term asset investment at higher rates of return than those of general operating funds. The City shall derive funding to invest in this trust of no less than \$100,000 annually from taxation, free cash, retained earnings, and any other legal form.

Achieving full funding of the liability requires the City to commit to funding its annual required contribution (ARC) each year, which is calculated based on actuarial projections. Among strategies to consider for funding the ARC:

- Transfer unexpended funds from insurance line items to the OPEB trust.
- Appropriate amounts equal to the City's Medicare Part D reimbursements.
- Determine and commit to appropriating an annual portion of free cash and retained earnings.
- Appropriate a percentage of ongoing revenues that is increased incrementally each year.
- Once the pension system is fully funded, on a subsequent annual basis, appropriate to the OPEB trust amounts equivalent to the former pension-funding payment.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017

CAPITAL PLANNING

PURPOSE

The goal of this policy is to provide a means for planning the maintenance and improvement of Pittsfield's capital assets and infrastructure, whose upkeep is vitally important to the delivery of quality services. It outlines guidance for reviewing, planning, and coordinating capital improvements so as to promote a systematic acquisition and replacement schedule and to ensure that, given limited resources, the City's capital needs are met.

APPLICABILITY

This policy sets guidelines and expectations for all City departments in planning for and requesting capital projects, and outlines consensus budgetary goals for the Mayor and City Council.

POLICY

The City shall maintain its physical assets by providing funding to protect its capital investments and minimize future maintenance and replacement costs. The City sustains a capital improvement program (CIP) overseen by the Finance Director and Mayor to identify and prioritize projects, analyze funding, and create a long-term financial plan achievable within the City's budget limitations. The City shall sustain a five-year plan for capital improvements, which will be updated annually. Included in the CIP shall be those projects that will provide and preserve the infrastructure needed to achieve the highest levels of public services and quality of life possible within the available financial resources. The City will emphasize preventive maintenance as a cost-effective approach to capital reinvestment and replace exhausted goods as necessary.

A. Definition of a CIP Project

A capital improvement is a tangible asset or project estimated to cost over \$10,000 and estimated to have or to extend, five or more years of useful life. These include:

- Real property acquisitions, construction, and long-life capital equipment
- Major renovations of existing capital items that extend their useful lifespans, as distinguished from normal operating expenditures
- Major improvements to physical infrastructure, including streets, sidewalks, stormwater drains, water distribution systems, and sanitary sewer systems
- Planning, feasibility studies, and designs for potential capital projects
- Items obtained under a long-term lease
- Bulk purchases of similar items, like software or furniture, with expected useful lifespans of five or more years that, when aggregated, have total costs exceeding the capital threshold

B. Evaluation of CIP Projects

The Finance Director in consultation with the Mayor and department heads will evaluate and prioritize capital projects using the below criteria:

- Required by state or federal laws or regulations
- Supports adopted plans, goals, objectives, and policies
- Stabilizes or reduces operating costs
- Replaces a clearly obsolete facility or makes better use of an existing facility
- Maintains or improves productivity or existing standards of service
- Eliminates a hazard to public health and safety
- Directly benefits the City's economic base by increasing property values
- Provides new programs having social, cultural, historic, economic, or aesthetic value



- Uses outside financing sources, such as grants

C. Multiyear Capital Plan

In accordance with the City Charter, the Finance Director will annually update and propose for adoption by the Mayor and City Council a five-year capital improvement plan, including the upcoming fiscal year's capital improvement budget and a four-year projection of capital needs and expenditures that details their estimated costs, descriptions, and anticipated funding sources.

D. Capital Financing

Long-term debt is an appropriate funding source for certain types of projects; however, current revenues should be used for assets with short useful lifespans and/or with estimated costs of \$25,000 or less. The City will strive to budget three to four hundred thousand of the general fund operating budget, net of debt, on capital investment allocations annually.

The CIP shall be prepared and financed in accordance with the following policies:

- Grant funding shall be pursued and used to finance the capital budget whenever possible.
- Capital projects for any business-type operation shall be financed solely from the operation's revenues.
- Major capital projects, such as new construction or major renovations to existing facilities, may be accomplished through capital or debt exclusions.
- Infrastructure or facility maintenance budgets built into the general operating budget will not be reduced to fund other departmental budgets.

E. Capital Project Closeouts

The City will endeavor to complete approved capital projects within eighteen months of City Council authorization and to close out all capital projects within six months of completion. As these projects are closed out, the Finance Director will do the following:

- For bonded projects with residual balances, the Finance Director will propose reallocating any balances for other capital projects as well as proposing to rescind any unused borrowing capacity.
- For projects funded with available revenue (tax levy or reserves) having residual balances, the Finance Director will propose reallocating the balances for other capital projects or close the balances to the appropriate fund surplus.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



DEBT MANAGEMENT

PURPOSE

The City of Pittsfield establishes this policy to provide for the appropriate issuance and responsible use of debt. By defining the parameters and provisions governing debt management, this policy will help to responsibly address capital needs, provide flexibility in current and future operating budgets, control borrowing, and maintain capital investment capacity. This policy is also intended to maintain and enhance the city's bond rating so as to achieve long-term interest savings.

APPLICABILITY

This policy applies to the Mayor, School Committee, and City Council in their budget decision. It also applies to the Finance Director in his/her statutory responsibilities associated with debt management and budget analysis duties.

POLICY

Under the requirements of federal and state laws, the City may periodically issue debt obligations to finance the construction or acquisition of infrastructure and other assets or to refinance existing debt. The City will issue and manage debt obligations in such a manner as to obtain the best long term financial advantage and will limit the amount of debt to minimize the impact on taxpayers. Debt obligations, which include general obligation bonds, revenue bonds, bond anticipation notes, lease/purchase agreements, and any other debt obligations permitted to be issued under Massachusetts law, shall only be issued to purchase capital assets that cannot be acquired with current revenues.

A. Debt Financing

In financing with debt, the City will:

1. Issue long-term debt only for objects or purposes authorized by state law and only when the financing sources have been clearly identified.
2. Use available funds to the greatest extent possible to reduce the amount of borrowing on all debt-financed projects.
3. Confine long-term borrowing to capital improvements and projects that cost at least \$25,000 and that have useful lifespans of at least five years or whose lifespans will be prolonged by at least five years.
4. Refrain from using debt to fund any recurring purpose, such as current operating and maintenance expenditures.
5. For the business-type operations, to the extent practicable set user fees to cover capital costs.

B. Debt Limits

The City will adhere to these debt parameters:

1. Total debt service, including debt exclusions and self-supporting debt, will be limited to 10 percent of general fund revenues, with a target balance of 5 – 7 percent.

C. Structure and Term of Debt

The following shall be the City's guidelines on debt terms and structure:



1. The City will attempt to maintain a long-term debt schedule such that at least 50 percent of outstanding principal will be paid within ten years.
2. The term of long-term debt shall not exceed the expected useful life of the capital asset being financed and, in no case, shall it exceed thirty years.
3. Except for major buildings, water and sewer projects, and land acquisitions, the City will limit bond maturities to no more than fifteen years.

D. Protection of Bond Rating

To protect its bond rating, the City will:

1. Maintain good communications with bond rating agencies, bond counsel, banks, financial advisors, and others involved in debt issuance and management.
2. Follow a policy of full disclosure on every financial report and bond prospectus.
3. Limit annual increases in debt service to levels that will not materially jeopardize the City's credit rating.

E. Reporting

1. The Finance Director or the City's financial advisor will report to the Mayor and City Council on the City's debt status at least annually.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



INDIRECT COST ALLOCATION

PURPOSE

This policy is established to provide guidelines for the calculation, allocation, and review of indirect costs for all the business-type services maintained by the City of Pittsfield. The City has two such operations: the Water and Wastewater Departments.

The City accounts for these business-type operations in the manner of enterprise funds by recording and managing them as separate funds with their own financial statements rather than commingling them with the revenues and expenses of all other governmental activities. By consolidating all these programs' direct and indirect costs, debt service, and capital expenditures into segregated funds, the City can demonstrate to the public the true, total cost of providing the particular utility. To achieve this most effectively, the goal of this policy is to ensure that all indirect costs associated with these utilities are allocated to each fund in a manner that is reasonable and equitable, reflects the true shared costs, and is easily replicable from year to year.

APPLICABILITY

This policy applies to the Mayor, the Finance Director, and the Commissioner of Public Utilities.

POLICY

As part of the annual budget process, the Finance Director and the Commissioner of Public Utilities will calculate the indirect costs to the general fund of the City's two business-type operations and will review the calculations with the above-named department managers until there is mutual agreement on the resultant totals. The calculation will take into account all related expenses to the City departments that provide administrative services to the business-type operations. These include the Mayor, Finance and Administration and the City Solicitor.

The Finance Director will calculate indirect costs using the most recent fiscal year's appropriations and based on one or more of the following methodologies: actual, transactional, estimated support, and proportional. The following expenses shall be included in the calculations:

- Health insurance
- Vehicle insurance
- Property insurance
- other insurance
- Medicare tax
- Pension
- Other postemployment benefits
- Administrative costs
- Other costs that may be considered and agreed to, such as: materials, supplies, software, infrastructure, and fuel

For each enterprise-related activity, the Finance Director will maintain written instructions detailing the calculation methodology. The Finance Director will also track and record operating transfers between the relevant funds.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



TAX ENFORCEMENT

PURPOSE

It is in the best interest of the City of Pittsfield and its residents that property taxes be paid when due. City and School budgets are set in anticipation of the collection of taxes, and taxes not paid by some property owners shift the cost burden onto others. The City recognizes that individuals may go through periods of financial difficulty, but any taxpayer who becomes delinquent will be encouraged to find alternative resources to pay in full as soon as possible. To provide guidelines for equitably enforcing tax obligations and set expectations for both the City and taxpayers, this policy clearly defines when and how the City will transition unpaid property taxes into tax title status and subsequently through the foreclosure process.

APPLICABILITY

The implementation of this policy applies to the statutory duties of the Collector and Treasurer as well as to related responsibilities of the City Solicitor. Tax enforcement applies to all owners of real or personal property in the City of Pittsfield whose taxes are not exempt.

POLICY

The City of Pittsfield intends to timely pursue all legal methods to collect taxes from delinquent property owners with the aim of achieving a target 97 percent property tax collection rate by fiscal year-end. Delinquent taxes represent a lien on property and remain in effect until all taxes, interest, and fees have been paid in full. The costs of collection methods accrue against the taxpayer and may add to the property lien.

A. Demands

Final taxes are due to be paid as of May 1st each year (the due date for the fourth quarter tax bill). Fifteen days later, the Collector shall issue demand notices to all assessed property owners who have failed to pay in full and who have not been granted full exemptions. Taxpayers are responsible for notifying the City in writing of any mailing address changes.

B. Tax Taking

The Collector will begin the tax taking process within no more than 60 days of the demand notice. State law allows the process to begin as soon as 14 days after the demand, but, in every case, the Collector must complete the takings within 3 years from the end of the fiscal year for which the taxes were assessed to secure, or perfect, the tax liens.

The Collector will send at least one enforcement letter to delinquent property owners as a courtesy to potentially avoid a tax taking advertisement. If this does not result in full remittance by October 31st, the Collector will publish a Notice of Tax Taking in a local newspaper and post the notice in two or more convenient, public places. The City customarily publishes in The Pittsfield Gazette and posts on the Collector webpage and on bulletin board in City Hall. From this point onward only cash, certified check, or cashier's check are acceptable forms of payment.

Within 60 days of the tax taking announcements, the Collector shall prepare an Instrument of Taking for each delinquent property at the Registry of Deeds, the recording of which perfects the tax lien. After receiving the recorded Instruments back from the Registry, the Collector will notify affected property owners of the liens by sending each of them a letter and a photocopy of the Instrument. The Collector will also prepare a triplicate list of Recorded Takings, retain one copy, and provide one each to the Finance Director.

C. Subsequent Taxes



Before June 30th each year, the Collector will certify all unpaid taxes and assessments for parcels of real estate taken into tax title for nonpayment of taxes in prior years and not yet redeemed and put them in a Subsequent Tax Takings list. The Collector will provide copies of the list to the Finance Director and retain one on file.

D. Interest, Fees, and License Revocation

All delinquent taxpayers are subject to charges, which will be added to their accounts by the Collector, Treasurer, or City Solicitor depending on processing stage. These include interest accrued to the date of taking, advertising fees, certified mailing costs, legal fees, and Instrument of Taking recording fees.

The Collector will provide a listing of all individuals who are at least 6 months delinquent in paying taxes or other charges to the City departments, boards, and committees that issue licenses and permits. These authorities shall review the list to deny, suspend, or revoke delinquent taxpayers' licenses and permits.

E. Payment Plans

The Treasurer will consider payment plans for parcels in tax title to allow delinquents to pay off their tax liens over a specified number of months. The Treasurer will actively monitor compliance with all payment plans, which shall have the following features in common:

- Good faith payment of 25 percent of taxes owed
- Signed agreement between the Treasurer and taxpayer
- Specific amount to be paid each month
- Incorporation of payments for the current tax bill
- Statement that defaulting on the plan will immediately trigger foreclosure action by the City

F. Redemption or Foreclosure

After a property has been in tax title for 180 days, the City may choose to initiate foreclosure through the Land Court with the intention of eventually scheduling every tax title parcel for foreclosure. The Treasurer will work with the Law Department to prepare parcels in tax title status for foreclosure, beginning by providing the department with each Instrument of Taking. Law Department staff will review and research the tax title properties. The department will also mail new collection enforcement letters to the taxpayers telling them of the importance of redeeming the property and warning of potential foreclosure action.

If a taxpayer pays the outstanding amount on a tax title property, the Treasurer will prepare an Instrument of Redemption and file it at the registry of deeds, which removes the lien. Redemption can only be done prior to the property being foreclosed. If the obligation remains unpaid, the Law Department will proceed with foreclosure action in Land Court, possibly resulting in auctioning of the property.

G. Tax Title Auctions

The Treasurer will seek to conduct every two years a tax title auction in accordance with the provisions of MGL Chapter 60 Section 52.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017
As amended September 2017



REVENUE TURNOVER

PURPOSE

To safeguard City assets and maximize cash flow, the City of Pittsfield establishes this policy that provides guidelines for departments to turn over receipts to the Treasurer. Included are details of internal controls designed to provide reasonable assurance that the City's revenues are timely and properly secured, recorded, and deposited in City bank accounts.

APPLICABILITY

This policy pertains to all cash, check, credit card, and other forms of payment received by all City departments for taxes, excise, fees, and charges, and it applies to the individuals within each department assigned responsibility for handling payments.

POLICY

Each department that receives payments is responsible for instituting and employing internal controls designed to ensure that all receipts are recorded accurately, kept secure from loss or theft, and turned over timely to the Treasurer. Each department must turn over weekly and sooner than that when receipts total \$1,000 or more. All current-year turnovers must be completed at fiscal year-end by no later than the second-to-last business day in June.

PROCEDURES

A. Receiving Payments

Using pre-numbered receipt books department staff must issue a receipt for every collection received, even when the payer attempts to refuse it. The Tax Collector only needs to issue receipts for cash payments, and all departments must identify cash payments as such in their receipt books. Every collecting department shall secure all payments in a locked cashbox or safe until completing a turnover to the Treasurer.

The School Department (for Lunch and Student Activity programs) will deposit their own receipts into a City bank account. These deposits shall take place the same day as receipt whenever receipts total \$100 or more. Copies of the bank deposit slips shall be included with the turnover to the Treasurer.

Each department head shall be responsible for overseeing the processing, recording, record retention, and turning over of collected receipts to the Treasurer. To the extent practicable, separate individuals should be tasked with 1) receiving payments, 2) recording payments in Munis, 3) depositing money in the bank (when applicable) and 4) turning receipts over to the Treasurer.

B. Turning Over Revenues

Each department will turn over its receipts on a weekly basis and will do so immediately when they total \$1,000 or more. Department staff will create a turnover package by filling out a standard Schedule of Departmental Payments (i.e., Turnover form), attaching all reports payments received, and obtaining the signature of the department head or designee on the Turnover. Each department is also responsible to assign consecutive numbers to its Turnover Forms. The number system shall start with the fiscal year followed by consecutive numbers per department. On occasion, departments will bring multiple deposits to the Treasurer's office. Each of these deposits must be numbered consecutively and not utilizing letters. The purpose of this numbering system is to ensure that all deposits have been made and processed in Munis.

When the Treasurer's office has accepted the Turnover, the department employee will receive a copy of the Turnover signed by Treasury staff. The department employee will retain one Turnover copy for the department's files and is responsible for delivering a copy signed by the Department Head or designee to the



City Accountant. The City Accountant shall refuse to accept any Turnover that does not have the signature of a Department head or designee staff member.

Every department that receives payments should review its monthly Munis revenue report to verify that all cash receipts turned over to the Treasurer are accurately recorded in the appropriate general ledger accounts and report any discrepancies to the City Accountant.

C. Receiving Turnovers

When presented with a Turnover, Treasurer's staff will count the receipts in the presence of the department turning over. Any inaccuracies on the Turnover will be corrected then and initialed by both parties. Treasurer's staff will then sign two Turnover copies and give these back to the departmental employee. Treasurer's staff must immediately endorse each check with a "For Deposit Only" stamp. On a weekly basis, Treasurer's staff will post deposits into Munis, notify departments of any Munis adjustments, and deposit receipts into the bank. All receipts will be secured in a safe until deposit.

To the extent practicable, separate individuals should be tasked with 1) receiving the turnovers, 2) recording the revenues in the Treasurer's cashbook, and 3) depositing the money in the bank.

Treasurer's staff will also:

1. Provide the City Accountant with a weekly report of all turnovers processed.
2. Reconcile the cashbook with bank statements monthly.
3. Reconcile the cashbook with the City Accountant's general ledger monthly.

D. Audit

All cash management activity is subject to review by the Finance Director and the independent auditor.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017
As amended June 2019



TRAVEL REIMBURSEMENT

PURPOSE

This policy establishes rules governing reimbursement to City officials and employees for necessary travel expenses incurred in performing official duties. By properly monitoring and controlling travel costs, the City can mitigate opportunities for fraud, waste, and abuse. This policy provides employees with guidelines for determining reasonable travel-related expenses and details the procedures, forms and documentation necessary to receive reimbursement.

APPLICABILITY

To ensure uniformity in processing reimbursement requests, this travel policy applies to all personnel (City, School, Water, and Waste Water)

POLICY

The City of Pittsfield will reimburse employees and officials (all referred to here as “employees”) for reasonable expenses incurred for travel on the City’s behalf as authorized by their department heads, City Council, or the Mayor. Travel shall be restricted to necessary activities that provide a public benefit, such as training, professional conferences, and other work-related activities.

All travel on City business shall be planned for using the most economical mode and class of transportation reasonably available and the most direct and time-efficient route. Officials and employees shall travel using government and group rates when available. The City will not reimburse or pay sales tax but will, however, pay meals and room excise taxes.

When this travel policy is not followed, there is no guarantee that all expenditures will be reimbursed. Employees should determine estimates for their travel costs, discuss any extraordinary travel circumstances and expenses with their department heads, and obtain their authorizations in advance of travel.

A. Travel Forms

All travel expenditures are to be documented using the Travel Expense Reimbursement Sheet signed by the traveler and the authorizing department head. Separate sheets must be completed for each traveler, and the sheets must be retained by the department until the travel is finalized unless advance payments are required.

B. Unauthorized Expenses

The following expenditures will not be reimbursed:

- Alcoholic beverages and tobacco
- Costs associated with any political or charitable event
- Expenses incurred by or on behalf of any person who is not a City employee who accompanies the employee on official business.
- Expenses incurred for the sole benefit of the traveler, such as entertainment, laundry services, etc.

The City Accountant may refuse to approve for payment any claim found to be fraudulent, unlawful, or excessive. In that instance, the City Accountant will file a written statement of the reason for refusal with the Finance Director and forward copies to the Mayor and the originating department head. Resolution of all disputes shall reside with the Mayor.

C. Travel Expense Categories Transportation

- Employees authorized to travel using their personal vehicle will be reimbursed at the standard mileage reimbursement rate as determined by the IRS on an annual basis or, for union employees, the rate established in their particular contractual agreement.



- Mileage shall be calculated starting from the employee's office location or residence to the destination point, whichever distance is shorter.
- Employees must present receipts to be reimbursed for parking, tolls, airfares, taxi fares, and, when using a city-owned vehicle, fuel charges.
- An email or screenshot confirmation of an airfare purchase is not an acceptable receipt since a confirmation can be canceled with no payment ever being made. Only a valid proof of payment, such as charge card receipt or statement, will be accepted.
- The City will only reimburse economy class airfare.

Lodging

- If travel requires an employee to be away from home for more than 24 hours, he or she will be reimbursed for reasonable charges for lodging expenses.
- Lodging expenses must not exceed the group rate published by the conference or activity sponsor. If the sponsor's group rate is not available when booking, the City will reimburse for lodging costs comparable in location and quality and reserved at the lodging's government or group rate whenever that is available.
- The City will reimburse for only one night preceding any conference. Booking an additional night due to airline reservations must be substantiated to show the cost benefit to the City.

Meals

- If travel requires an employee to be away from home for more than 24 hours, he or she will be reimbursed for reasonable charges for meal expenses.
- Meal costs, including tips (up to 20%) and taxes, incurred during the course of approved travel will be reimbursed only upon presentation of itemized receipts. If the receipt is for multiple employees, they should be listed on the back of the receipt.
- Meals included in registration costs cannot be claimed for reimbursement or advance.
- Under no circumstance will the total reimbursement exceed the following per diem rates: \$35 for both in-state travel and out-of-state travel per diem, unless otherwise stated in a collective bargaining agreement.

Registrations

- Whenever possible, registration fees for any conference or workshop should be paid in advance through the City's accounts payable warrant process. To pay advance registrations timely, the registration bill must be received in the Accounting Department no later than two full weeks prior to the registration deadline.
- If registration is not paid in advance, the employee must pay out-of-pocket and then submit for reimbursement.

Incidentals

- Incidentals must be paid by the traveler and submitted for reimbursement when finalizing the Travel Expense Reimbursement Sheet. Itemized Receipts are required for all expenses.

D. Reimbursement Submission

Employees should submit for travel reimbursement as soon as travel concludes, but at maximum, no later than 15 days after the expenses being incurred. If an employee does not submit the Travel Expense Reimbursement Sheet, accompanying receipts, and other documentation within that time, he or she may be personally responsible for the expenses.

E. Violations

Employees who violate this policy will be held directly responsible for their actions. Consequences may include revocation of travel privileges, reparatory payments, suspension, or termination. Improper documentation of otherwise valid travel expenditures creates the appearance of fraud, waste, or abuse and may result in similar consequences. Moreover, misrepresenting expenses and intentionally submitting false claims are fraudulent and could result in criminal penalties.



F. Audit

All expenses are subject to verification that they comply with this policy.

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



CREDIT CARD USAGE

PURPOSE

The purpose of this policy is to establish standards for proper credit card use when conducting City business. The City has six credit cards, on an account opened and controlled by the Finance Director. Each Department head issued a credit card will sign the Credit Card use policy developed by the Finance Director.

APPLICABILITY

This policy applies to the job responsibilities of the Finance Director, and Purchasing Agent. It also applies to all City department heads, officials, and employees with spending authority (all referred to below as “employees”).

POLICY

A. Allowable Use

City employees may request to make a purchase using a Department’s credit card on a limited, exceptional basis. The credit card is intended for transactions that are only possible by, or are most cost-effective by, credit card. Use of a credit card to make payments shall not be a routine alternative to payment under the normal warrant approval procedures.

The following are prohibited uses of the credit card:

1. Personal expenses
2. Cash advances
3. Gift cards
4. Services (e.g., consultant fees, repair work, temporary help, etc.) with the exception of payment for trainings or seminars
5. Use for paying other invoices
6. Alcoholic beverages and tobacco

Employees requesting a credit card purchase must fill out a purchase requisition in accordance with the City’s purchasing procedures. This requisition must be approved by the department head or official attesting to the purchase being made within the proper appropriation. Because payment in this circumstance is effectively made in advance of a warrant, the requisition also requires the approval of the Finance Director, permitting the exercise of that position’s statutory duty to verify that the purchase is consistent with the appropriation’s intent, sufficient funds are available to cover the cost, and no fraud is evident.

The purchaser shall inform the vendor that the City is a tax exempt entity and instruct the vendor to charge no taxes on the purchase.

B. Administration

The Treasurer is responsible for administration of the credit card, including but not limited to: selecting the card issuer, setting the total purchase limit, ensuring proper use, paying the credit card bill timely, and disputing any false charges. The credit card issuer’s terms must not include any incentive programs.

The Treasurer will keep a log of credit card purchases, and employees may be held personally liable for any purchases appearing on the credit card bill that do not appear on the credit card log. If the purchase must be made at a brick-and-mortar merchant, a Department head will travel with the requesting employee to make the purchase. If this is impractical, the employee making the purchase must return the credit card to the Department Head within no more than 24 hours. Any employee in custody of the card must immediately report to the Department head and the Finance Director if it is lost or stolen.

C. Warrant Process



Within 24 hours of making a purchase the purchasing employee will submit to the Accounting Office a detailed vendor receipt and a purchase order as part of the accounts payable warrant submissions. When the check for the purchase is printed in the Treasurer's office, staff there will mail it to the credit card issuer.

All items purchased with the credit card must be received by the department prior to the end of the credit card's monthly billing cycle and never delivered later than June 30th of any fiscal year for payments to be made for that fiscal year. No backordering of merchandise is allowed.

D. Exceptions

Exceptions to this policy must be approved by the Mayor, Treasurer, and Finance Director in advance.

E. Audit

The Finance Director may conduct random audits of the credit card activity, receipt retention, and statements. The activity is also subject to review by the City's independent auditing firm.

PROCEDURES

In accordance with this policy, the Treasurer, as administrator for the credit card, will create a detailed set of procedures for its use, stipulating each step in the process and all required documentation. Details to include are:

- Step-by-step description of the purchase, approval, and reconciliation processes
- Guidelines for appropriate use and employee discipline for misuse
- Dollar limits per transaction and per month
- Description of required documents and their necessary details
- Procedures for dispute resolution and for lost/stolen cards
- Segregation of duties
- Audits

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



FINANCIAL MANAGEMENT TEAM

PURPOSE

A formal financial management team provides an operational framework that can maximize the effectiveness of financial practices by promoting optimal coordination of interdepartmental activities and long-term planning. Regular team meetings serve to enhance the Mayor's ongoing insight into progress on fiscal objectives and provide a valuable analytical resource for budget decision making. Another important benefit of the financial management team approach is institutional continuity during times of turnover in financial offices.

Team meetings open lines of communication among finance officers and reinforce awareness of their interdependence. These meetings help team members identify critical junctures, consider strategies to deal with anticipated areas of concern, and establish agreement about goals, deadlines, and each individual's role in meeting common objectives.

APPLICABILITY

This policy applies to the Mayor, Director of Administrative Services, Finance Director, Collector, Assessing Board Chair, School Business Manager, and Human Resources Director.

POLICY

The City establishes a financial management team consisting of the Mayor, Finance Director, Tax Collector, and Assessing Board Chair. Adjunct members of the team include the School Business Manager, Information Technology Director, Human Resources Director, and the President of the City Council who will be included in meetings depending on relevant agendas. Meetings of the financial team will be scheduled at a consistent time each month and more frequently when necessary.

Agenda topics will include:

- Status of projects requested by the Mayor, City Council, or School Committee
- Review of revenue and expenditure reports and analysis of cash flow
- Financial forecasting (e.g., discussion of new growth, fees, etc.)
- Analysis of capital funding sources
- Creating and reporting on corrective action plans in response to management letter citations by the independent auditor
- Reviewing the effectiveness of internal controls and proposing internal audits
- Analysis for collective bargaining negotiations
- Coordinating submissions to the Division of Local Services

EFFECTIVE DATE

This policy was approved by the Mayor-April 2017



APPENDIX



DPS - PUBLIC SERVICE REQUESTS



Street Re-Surfacing

Overview

Submitted By	Ricardo Morales, Commissioner
Request Owner	Ricardo Morales, Commissioner
Est. Start Date	05/02/2022
Est. Completion Date	10/28/2022
Department	Dps - Public Service
Type	Capital Improvement

Description

Improvements to existing transportation network.

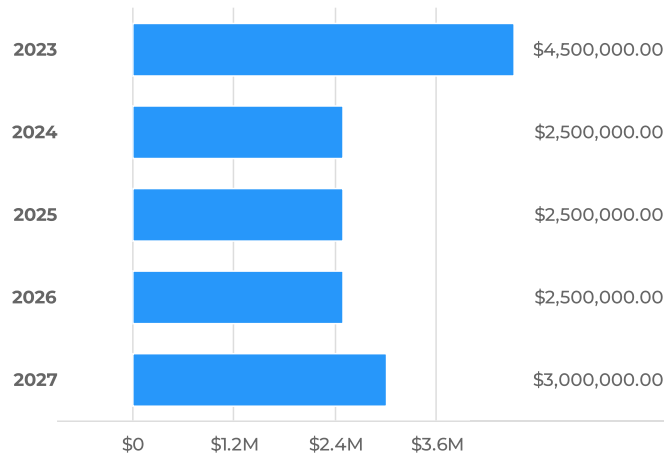
Details

Type of Project: Resurface Current Road

Capital Cost

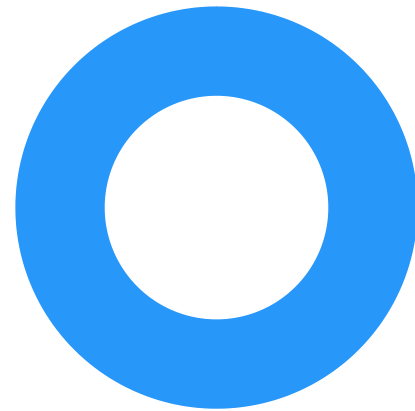
FY2023 Budget: **\$4,500,000**
 Total Budget (all years): **\$15M**

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$15,000,000
TOTAL \$15,000,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Construction/Maintenance	\$4,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$3,000,000
Total	\$4,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$3,000,000

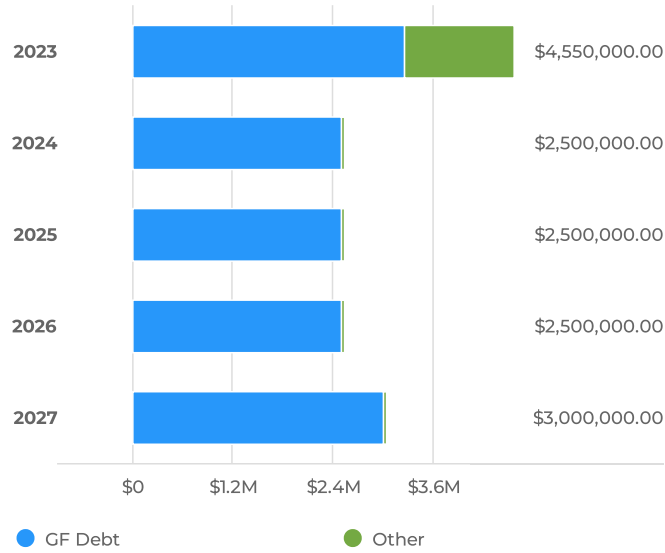


Funding Sources

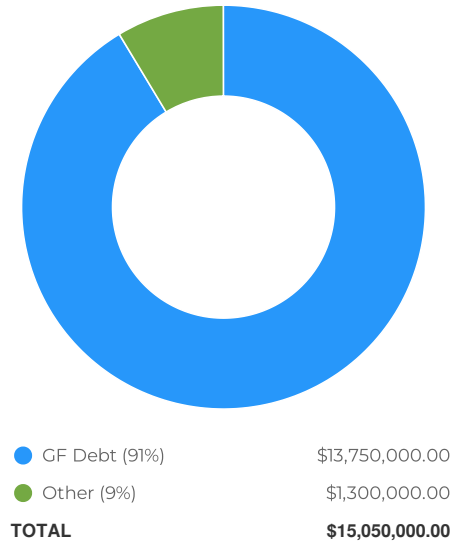
FY2023 Budget
\$4,550,000

Total Budget (all years)
\$15.05M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$3,250,000	\$2,500,000	\$2,500,000	\$2,500,000	\$3,000,000
Other	\$1,300,000				
Total	\$4,550,000	\$2,500,000	\$2,500,000	\$2,500,000	\$3,000,000



DPS HIGHWAY 4 DOOR PATCH TRUCK

Overview

Submitted By	Jeff Howes, Fleet manager
Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-1

Description

Purchase a current model year four door patch (dump) truck to bolster patching and street maintenance operations.

Images



4 DOOR PATCH TRUCK

Details

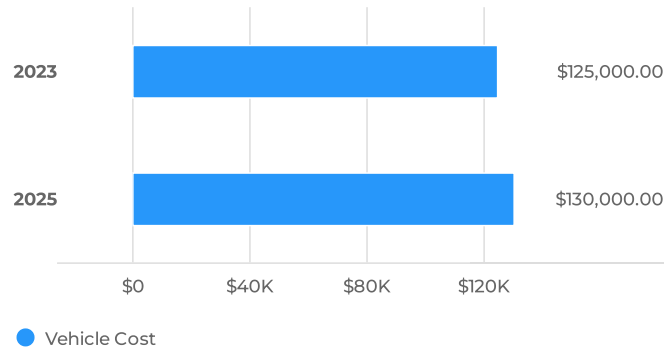
New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Capital Cost

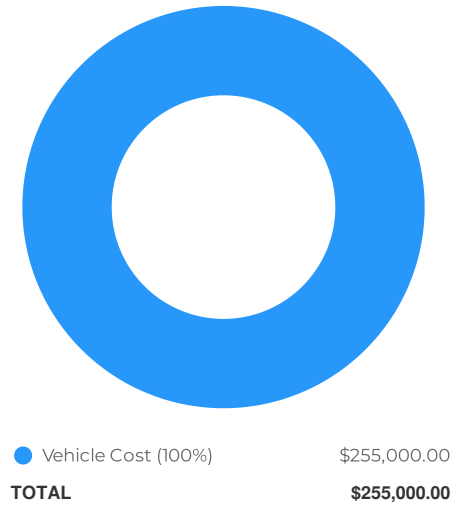
FY2023 Budget
\$125,000

Total Budget (all years)
\$255K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2025
Vehicle Cost	\$125,000	\$130,000
Total	\$125,000	\$130,000

Funding Sources

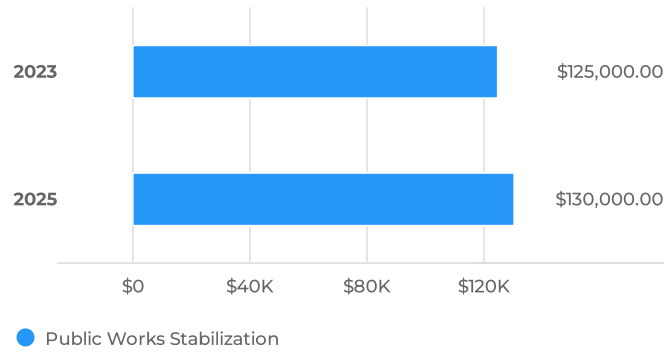
FY2023 Budget

\$125,000

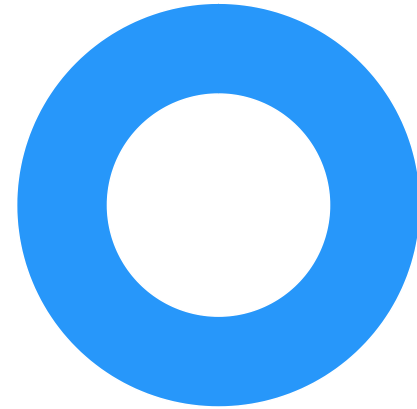
Total Budget (all years)

\$255K

Funding Sources by Year



Funding Sources for Budgeted Years



● Public Works Stabilization (100%) \$255,000.00

TOTAL \$255,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2025
Public Works Stabilization	\$125,000	\$130,000
Total	\$125,000	\$130,000



DPS HIGHWAY MINI WHEEL LOADER

Overview

Submitted By	Jeff Howes, Fleet manager
Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-2

Description

Purchase one current model year mini wheel loader to replace the same. The unit being replaced a 2012 Wacker WL30 is pictured below. This unit is in need of an overhaul and is showing signs of cab rot. This type of equipment is used in year-round operations and is on a 10-year replacement schedule. I believe replacing it now will yield a more favorable outcome vs an overhaul. We intend to either trade or auction the old unit.

Images



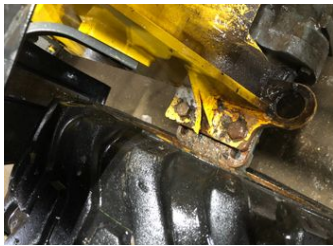
MINI WHEEL LOADER



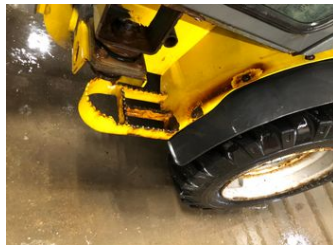
MINI WHEEL LOADER



MINI WHEEL LOADER



MINI WHEEL LOADER



MINI WHEEL LOADER

Details

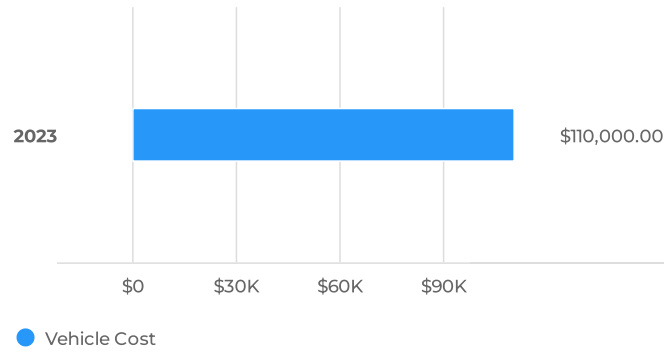
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Capital Cost

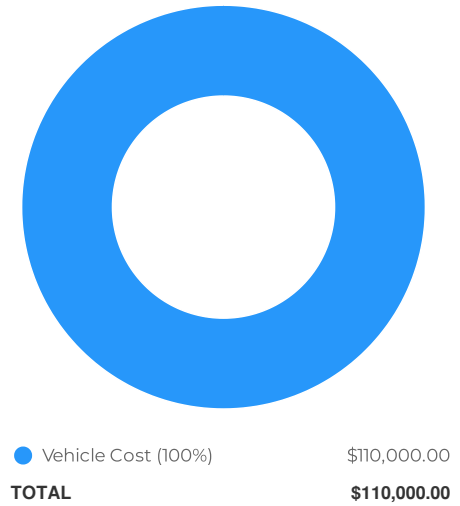
FY2023 Budget
\$110,000

Total Budget (all years)
\$110K

Capital Cost by Year



Capital Cost for Budgeted Years



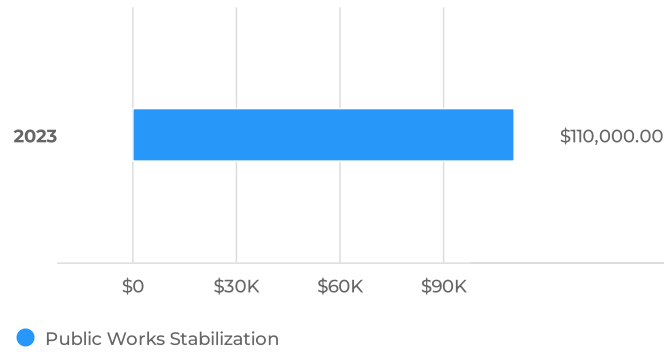
Capital Cost Breakdown	
Capital Cost	FY2023
Vehicle Cost	\$110,000
Total	\$110,000

Funding Sources

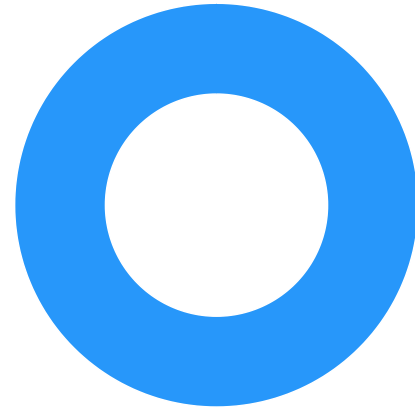
FY2023 Budget
\$110,000

Total Budget (all years)
\$110K

Funding Sources by Year



Funding Sources for Budgeted Years



● Public Works Stabilization (100%) \$110,000.00
TOTAL \$110,000.00

Funding Sources Breakdown	
Funding Sources	FY2023
Public Works Stabilization	\$110,000
Total	\$110,000



DPS HIGHWAY SIDEWALK PAVER

Overview

Submitted By	Jeff Howes, Fleet manager
Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023.3

Description

Purchase a current model year sidewalk paver with side dump bucket to enable the highway department to repair sidewalks.

Images



SIDEWALK PAVER

ACTUAL MODEL MAY VARY

Details

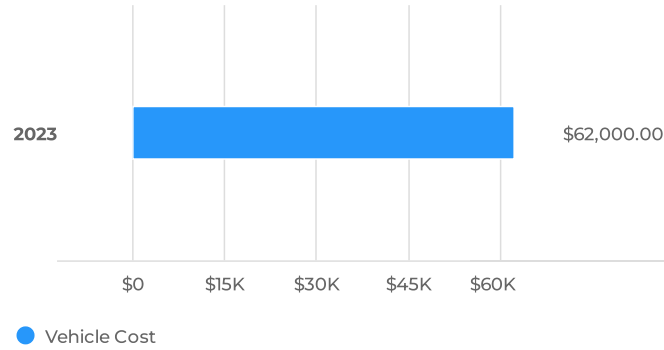
New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Capital Cost

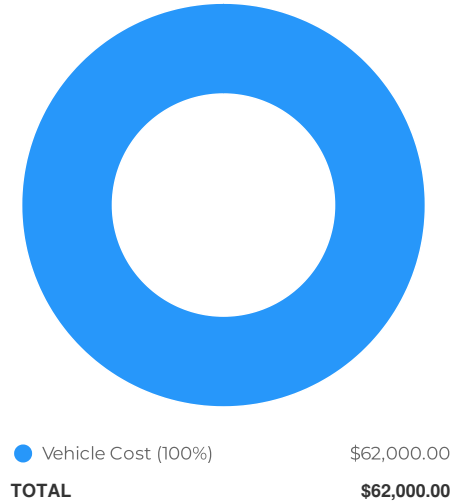
FY2023 Budget
\$62,000

Total Budget (all years)
\$62K

Capital Cost by Year



Capital Cost for Budgeted Years



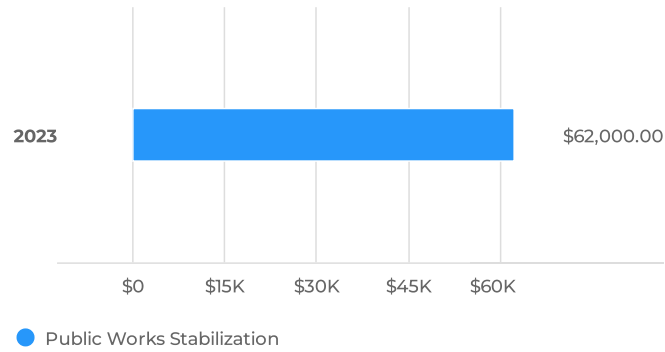
Capital Cost Breakdown	
Capital Cost	FY2023
Vehicle Cost	\$62,000
Total	\$62,000

Funding Sources

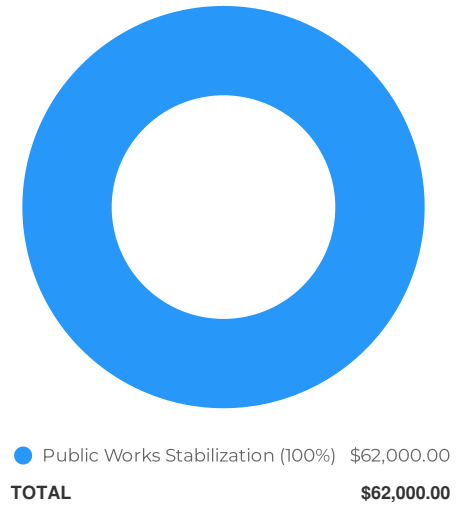
FY2023 Budget
\$62,000

Total Budget (all years)
\$62K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
Public Works Stabilization	\$62,000
Total	\$62,000



Stormwater Management

Overview

Submitted By	Ricardo Morales, Commissioner
Request Owner	Ricardo Morales, Commissioner
Est. Start Date	07/01/2022
Est. Completion Date	06/29/2027
Department	Dps - Public Service
Type	Capital Improvement
Project Number	30303

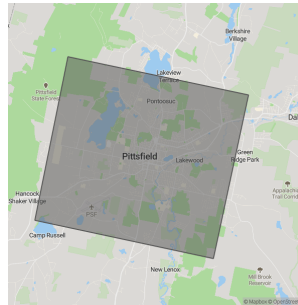
Description

Stormwater management, including bridges, culverts and drainage system improvements.

Details

Type of Project	Other
-----------------	-------

Location

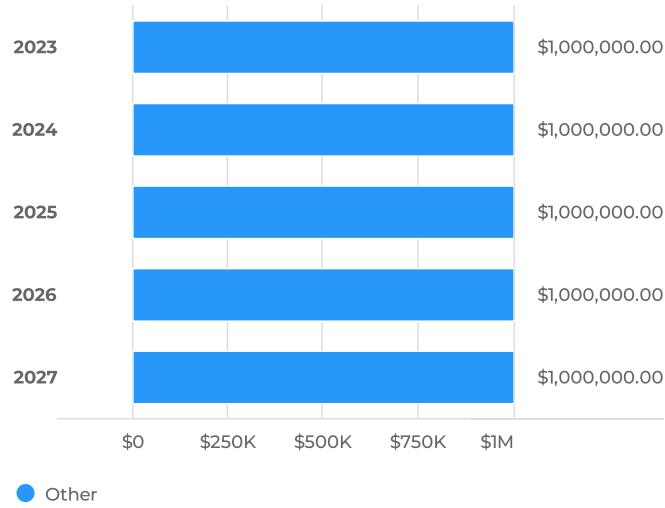


Capital Cost

FY2023 Budget
\$1,000,000

Total Budget (all years)
\$5M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Other	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Total	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000

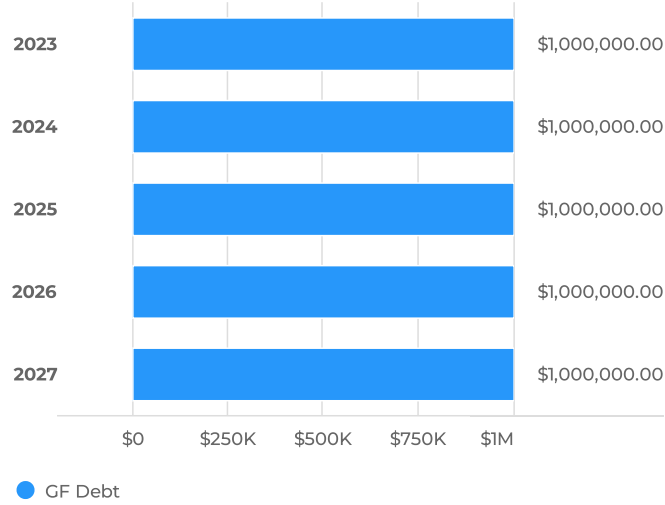


Funding Sources

FY2023 Budget
\$1,000,000

Total Budget (all years)
\$5M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Total	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000



Multipurpose Tractor with attachments

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-501

Description

Purchase 1 Multipurpose Tractor with attachments each year for the next 5 fiscal years. The unit being replaced in FY23 is a 2003 John Deere with 7700 hours on it. This unit is in the 10 year replacement category and we have gone well beyond that. The reason for replacement is that it needs an overhaul. I don't believe investing money in this will yield a positive outcome.

Images



MULTI PURPOSE TRACTOR

Details

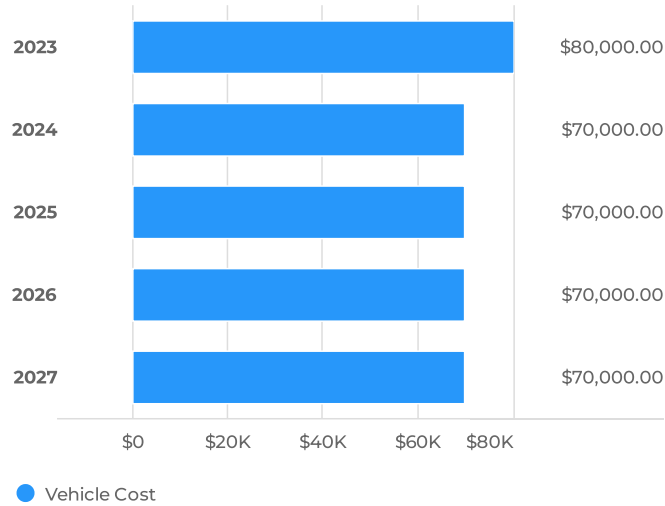
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

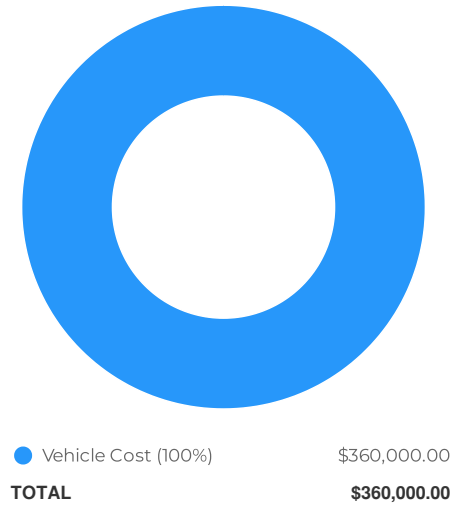
FY2023 Budget
\$80,000

Total Budget (all years)
\$360K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$80,000	\$70,000	\$70,000	\$70,000	\$70,000
Total	\$80,000	\$70,000	\$70,000	\$70,000	\$70,000

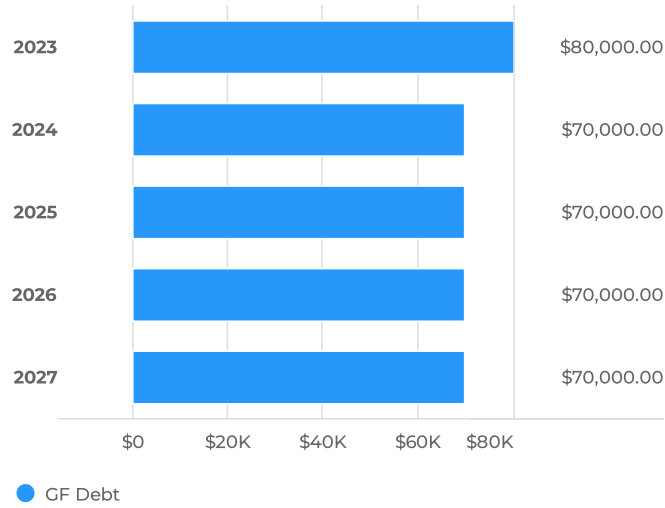


Funding Sources

FY2023 Budget
\$80,000

Total Budget (all years)
\$360K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown					
Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$80,000	\$70,000	\$70,000	\$70,000	\$70,000
Total	\$80,000	\$70,000	\$70,000	\$70,000	\$70,000



Asphalt Recycler

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-502

Description

Purchase 1 current model year Asphalt Recycler to replace same

Details

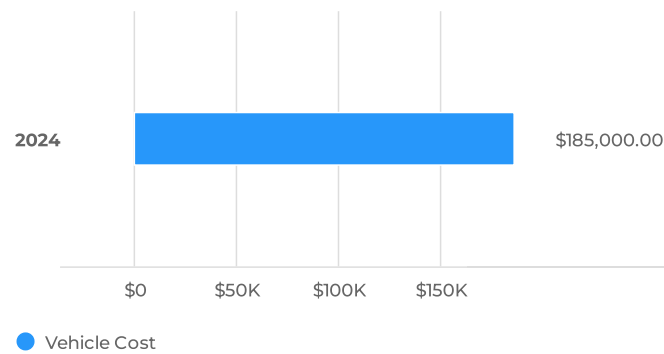
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

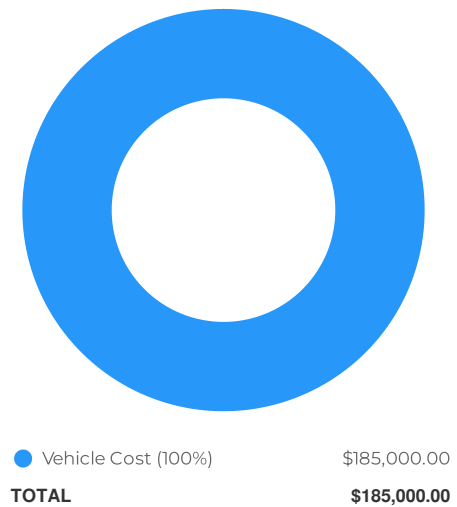
Total Budget (all years)

\$185K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$185,000
Total	\$185,000

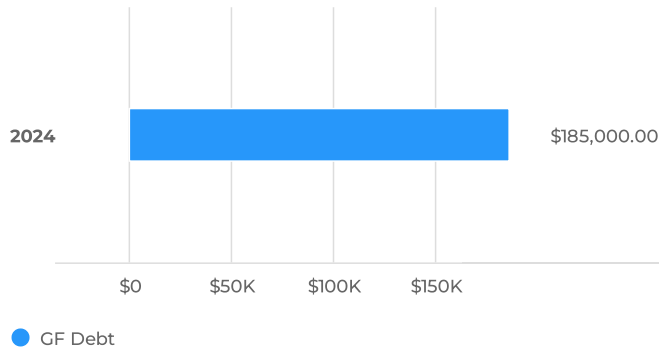


Funding Sources

Total Budget (all years)

\$185K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$185,000
Total	\$185,000

Tandem dump truck (dump plow sand)

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-503

Description

Purchase one current model year Tandem dump truck (dump plow sand) to replace unit 1174 a 2012 International with 7100 hours. This unit is suffering from cab and body rot and should be replaced while still viable to trade.

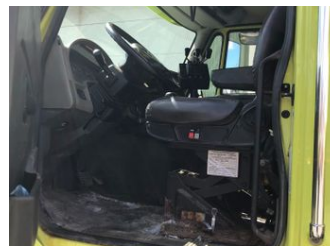
Images



TANDEM DUMP



TANDEM DUMP



TANDEM DUMP



TANDEM DUMP



TANDEM DUMP

Details

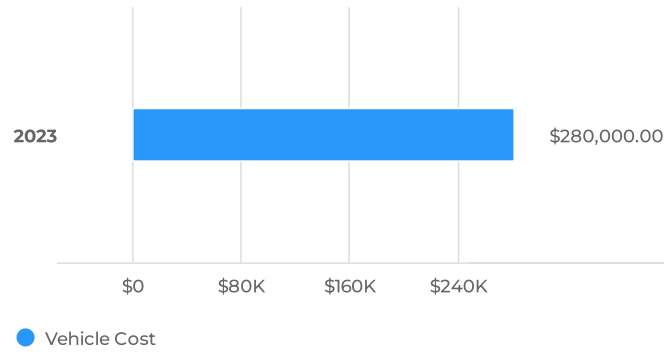
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

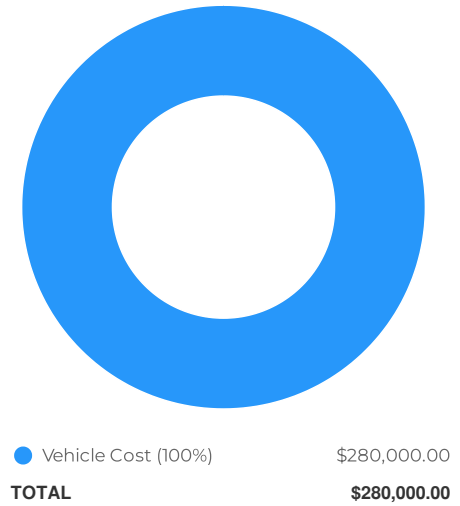
FY2023 Budget
\$280,000

Total Budget (all years)
\$280K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

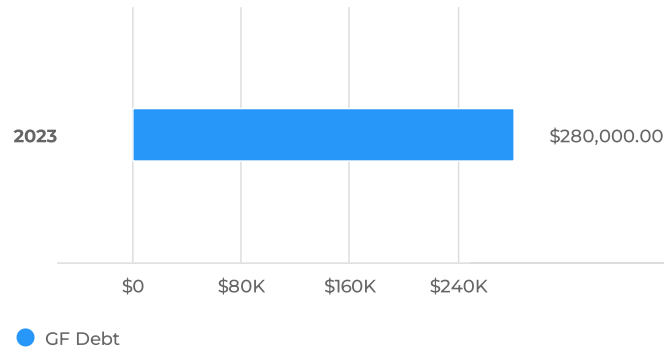
Capital Cost	FY2023
Vehicle Cost	\$280,000
Total	\$280,000

Funding Sources

FY2023 Budget
\$280,000

Total Budget (all years)
\$280K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$280,000
Total	\$280,000



Street Sweeper

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-505

Description

Purchase current model year street sweeper to replace same. 1 unit in FY24 and 1 in FY26

Details

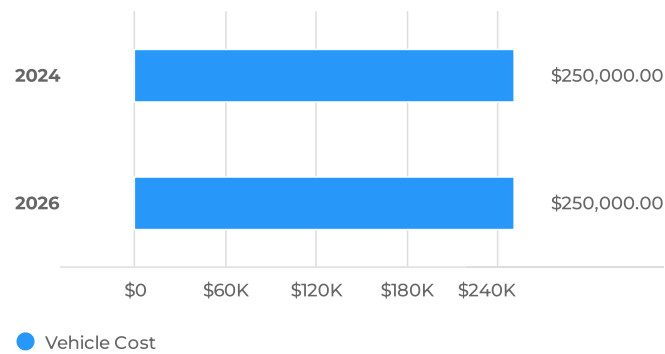
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

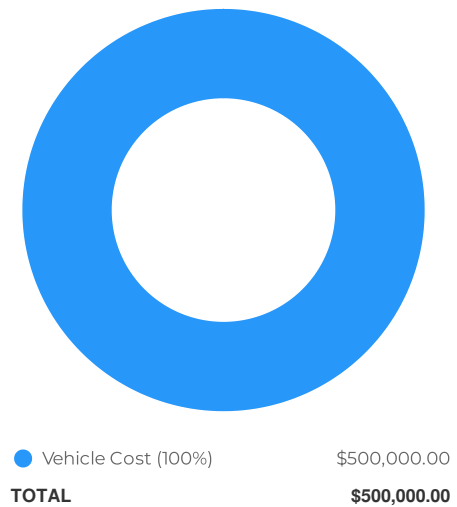
Total Budget (all years)

\$500K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024	FY2026
Vehicle Cost	\$250,000	\$250,000
Total	\$250,000	\$250,000

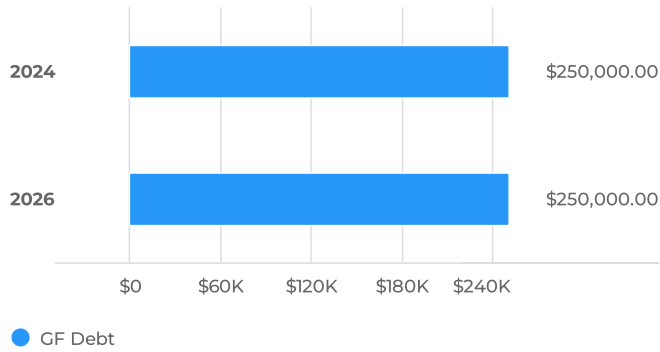


Funding Sources

Total Budget (all years)

\$500K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	FY2026
GF Debt	\$250,000	\$250,000
Total	\$250,000	\$250,000

Paver

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-506

Description

Purchase current model year paver in FY25

Details

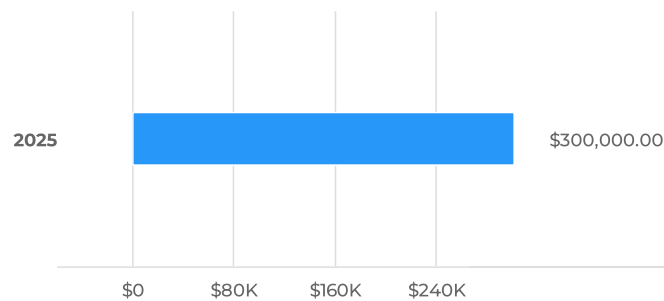
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

Total Budget (all years)

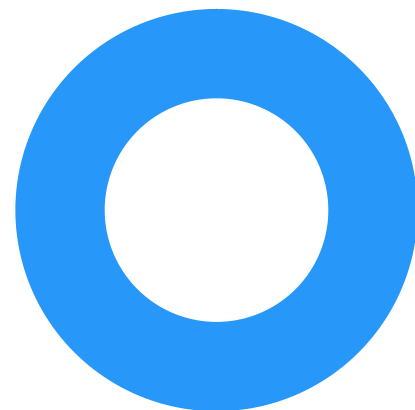
\$300K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$300,000.00
TOTAL \$300,000.00

Capital Cost Breakdown

Capital Cost	FY2025
Vehicle Cost	\$300,000
Total	\$300,000

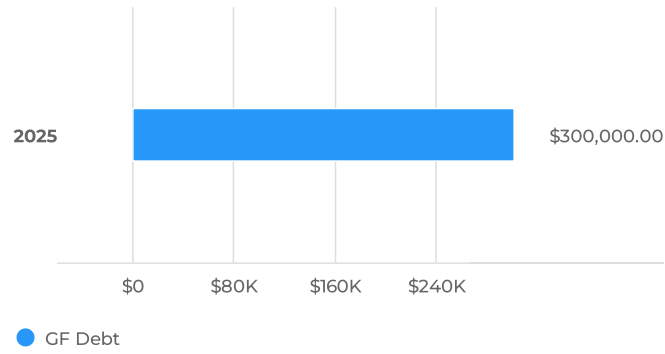


Funding Sources

Total Budget (all years)

\$300K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2025
GF Debt	\$300,000
Total	\$300,000

1 Ton Pickup Truck

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-507

Description

Purchase 7 current model year 1 ton pickups with or without plows to replace 5 trucks and add 2 more to the fleet. These units are all in the 10 year replacement schedule. The units being replaced range from 2009 to 2012 model years. The reason for replacement is body rot. The 2 new additions are one for the building maintenance director, his current vehicle will be repurposed into the health department and one for the Traffic Superintendent who currently does not have a vehicle. .

Images



ONE TON PICKUP
UNIT 1804 A 2010 CHEVY WITH
95000 MILES



ONE TON PICKUP
UNIT 1208 A 2009 CHEVY WITH
91000 MILES



ONE TON PICKUP
UNIT 1105 A 2011 CHEVY WITH
95000 MILES



ONE TON PICKUP
UNIT 1909 A 2012 FORD WITH
91000 MILES



ONE TON PICKUP
UNIT 1129 A 2012 CHEVROLET
WITH 82000 MILES

Details

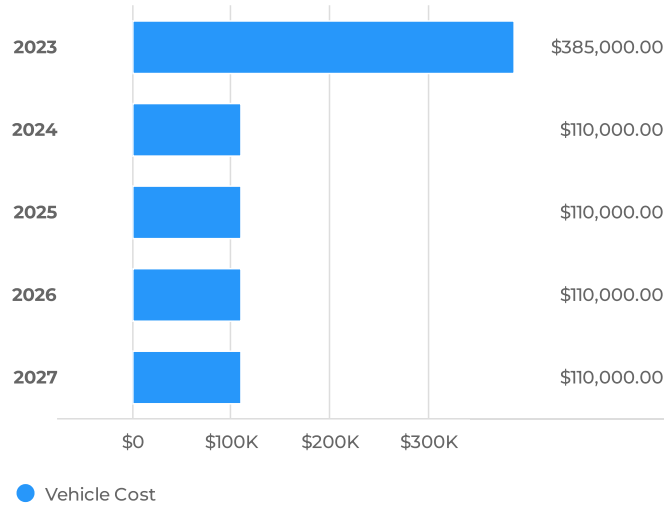
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

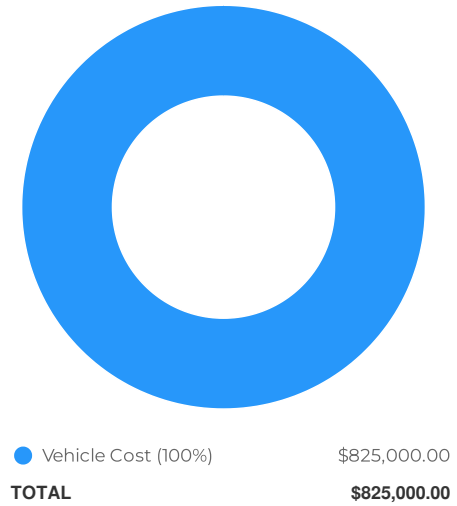
FY2023 Budget
\$385,000

Total Budget (all years)
\$825K

Capital Cost by Year



Capital Cost for Budgeted Years



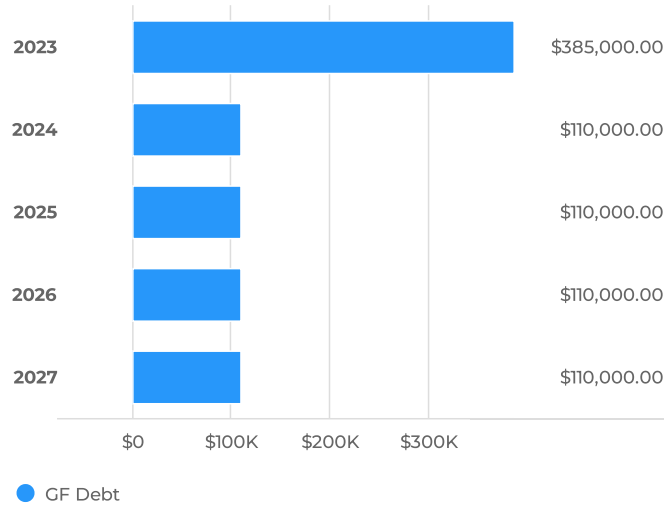
Capital Cost Breakdown					
Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$385,000	\$110,000	\$110,000	\$110,000	\$110,000
Total	\$385,000	\$110,000	\$110,000	\$110,000	\$110,000

Funding Sources

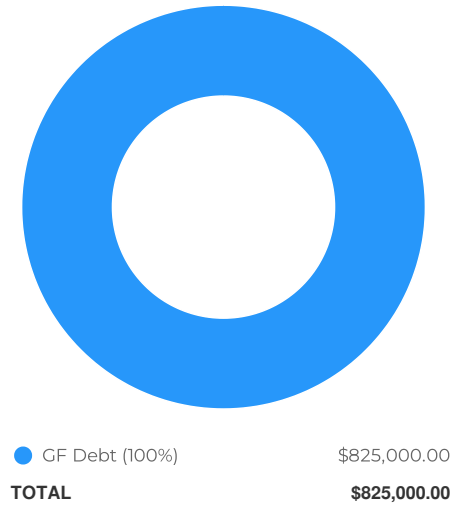
FY2023 Budget
\$385,000

Total Budget (all years)
\$825K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$385,000	\$110,000	\$110,000	\$110,000	\$110,000
Total	\$385,000	\$110,000	\$110,000	\$110,000	\$110,000



Air Compressor

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-510

Description

Purchase a current model year air compressor to replace unit 11115 a 2002 Atlas Copco with unknown times. This type of equipment is in the 10 to 15 year replacement category and it has made it well beyond that. I don't believe investing money in this will result in a positive outcome.

Images



AIR COMPRESSOR



AIR COMPRESSOR

Details

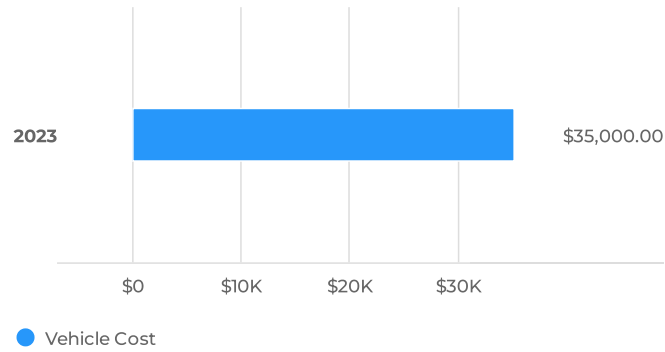
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

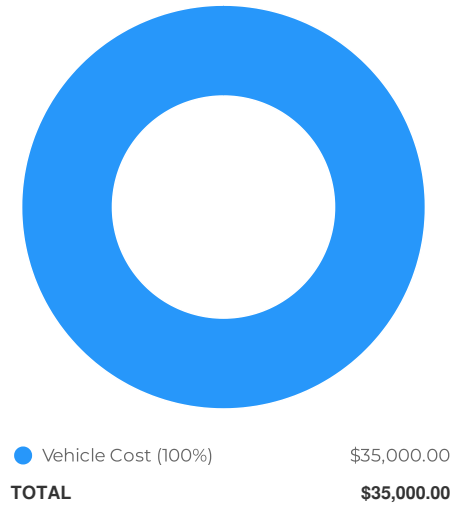
FY2023 Budget
\$35,000

Total Budget (all years)
\$35K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

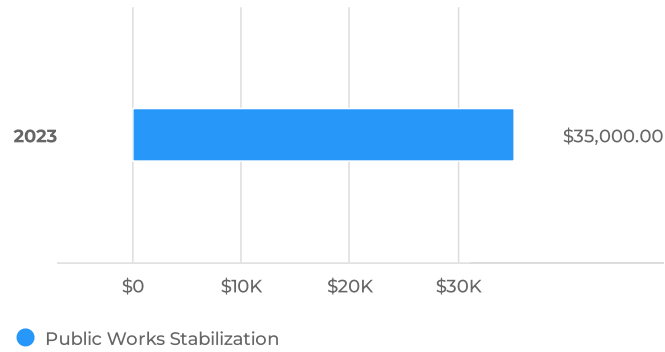
Capital Cost	FY2023
Vehicle Cost	\$35,000
Total	\$35,000

Funding Sources

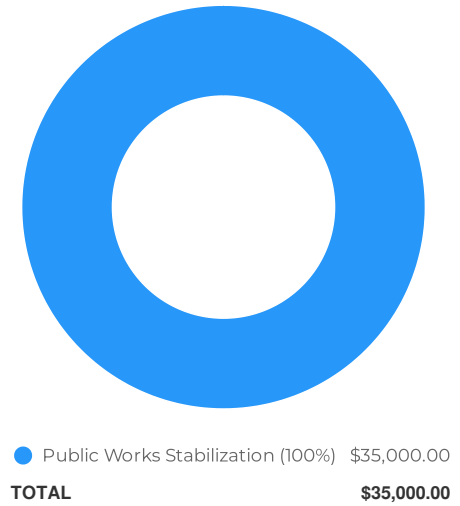
FY2023 Budget
\$35,000

Total Budget (all years)
\$35K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
Public Works Stabilization	\$35,000
Total	\$35,000



Brush Chipper

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-511

Description

purchase two current model year brush chippers one each in FY23 and 25

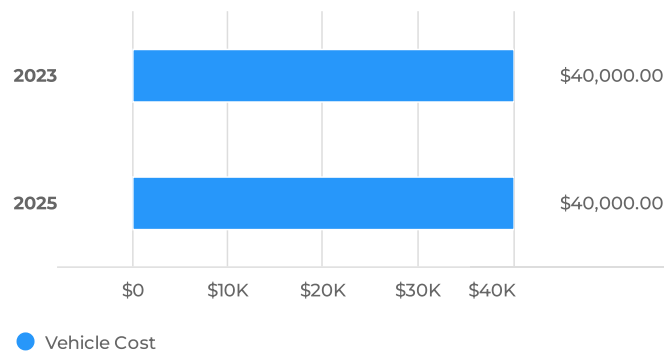
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

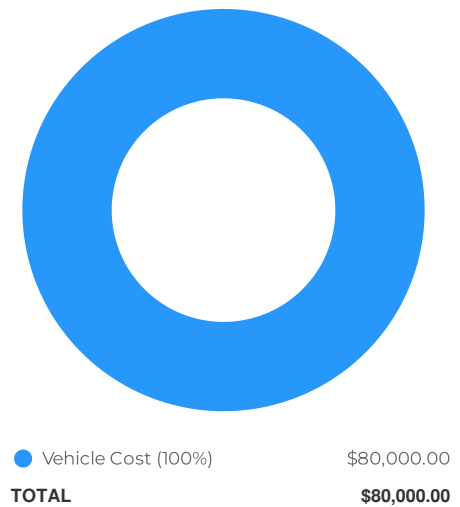
Capital Cost

FY2023 Budget	Total Budget (all years)
\$40,000	\$80K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2025
Vehicle Cost	\$40,000	\$40,000
Total	\$40,000	\$40,000

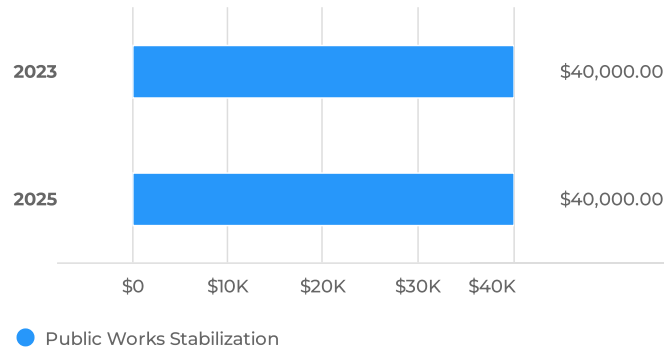


Funding Sources

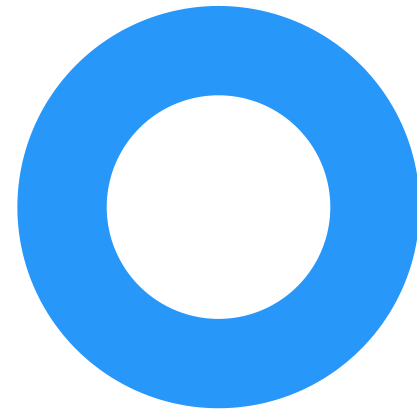
FY2023 Budget
\$40,000

Total Budget (all years)
\$80K

Funding Sources by Year



Funding Sources for Budgeted Years



● Public Works Stabilization (100%) \$80,000.00
TOTAL \$80,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2025
Public Works Stabilization	\$40,000	\$40,000
Total	\$40,000	\$40,000



Stump Grinder

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-513

Description

Purchase one current model year stump grinder in FY24

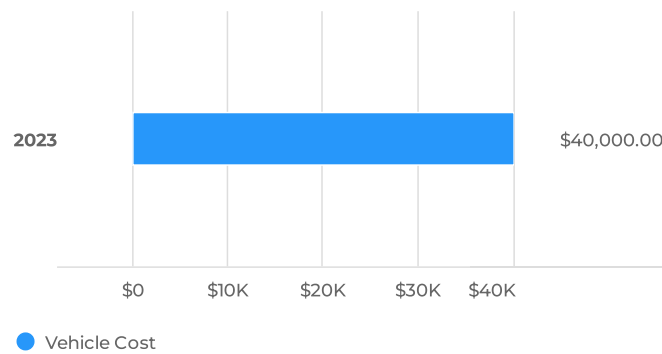
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

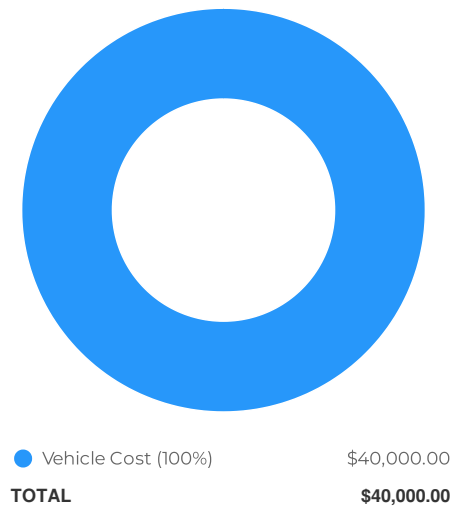
Capital Cost

FY2023 Budget	Total Budget (all years)
\$40,000	\$40K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown	
Capital Cost	FY2023
Vehicle Cost	\$40,000
Total	\$40,000

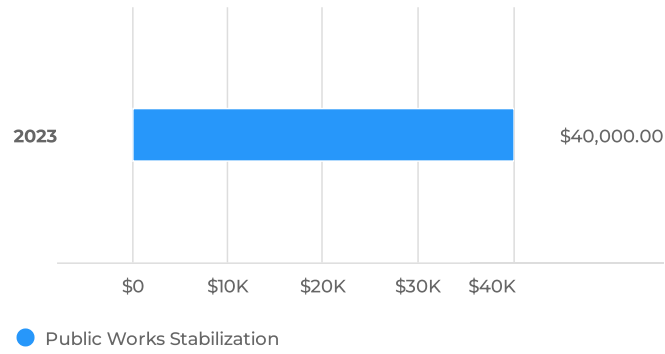


Funding Sources

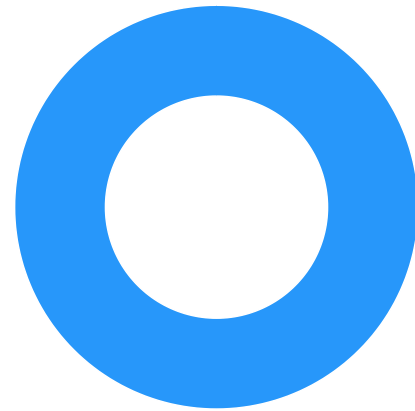
FY2023 Budget
\$40,000

Total Budget (all years)
\$40K

Funding Sources by Year



Funding Sources for Budgeted Years



● Public Works Stabilization (100%) \$40,000.00
TOTAL \$40,000.00

Funding Sources Breakdown

Funding Sources	FY2023
Public Works Stabilization	\$40,000
Total	\$40,000



Articulating tractor

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-515

Description

Articulating tractor

Details

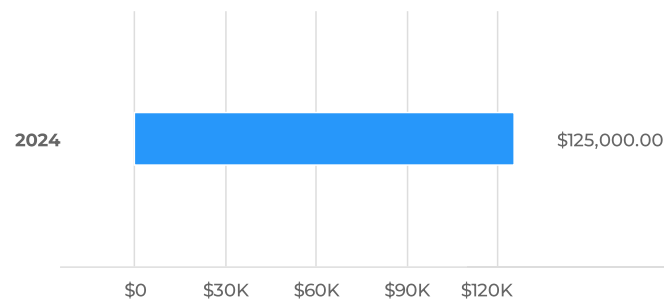
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	U

Capital Cost

Total Budget (all years)

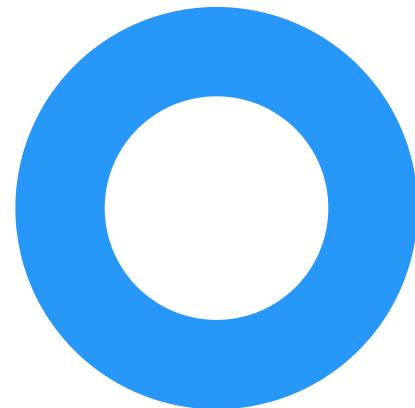
\$125K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$125,000.00
TOTAL \$125,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$125,000
Total	\$125,000

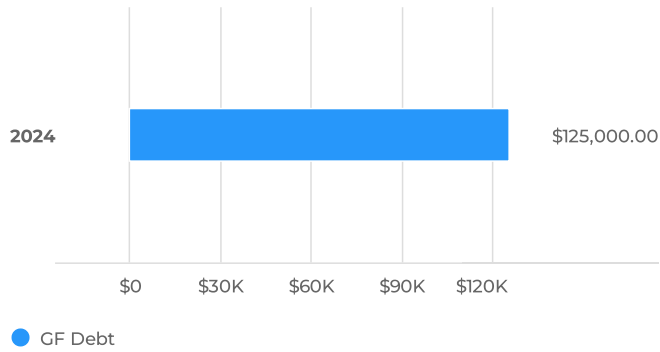


Funding Sources

Total Budget (all years)

\$125K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$125,000
Total	\$125,000

Skid steer loader

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-516

Description

Purchase 2 current model year Skid steer loaders to replace the same. The units being replaced are both John Deere 325's model years 2006 and 2008. They range in hours from 1800 to 2000. These units are in the 10 year replacement category and are well past that point. They are essential to public services in that they are used year round for a multitude of tasks. I don't believe that investing money in them will yield a positive outcome.

Images



SKID STEER
UNIT 1146



SKID STEER
UNIT 1254

Details

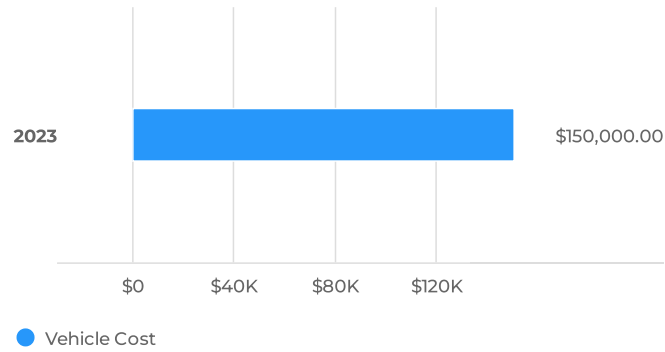
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

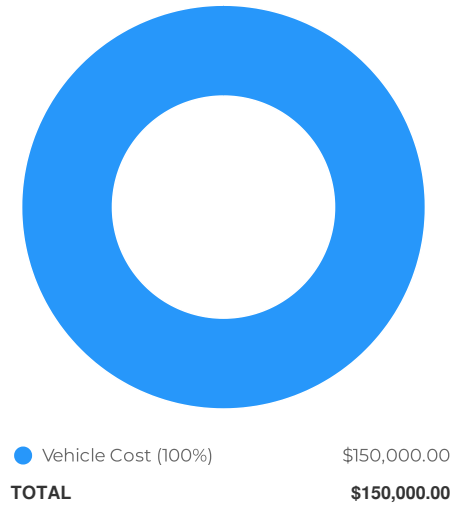
FY2023 Budget
\$150,000

Total Budget (all years)
\$150K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Vehicle Cost	\$150,000
Total	\$150,000

Funding Sources

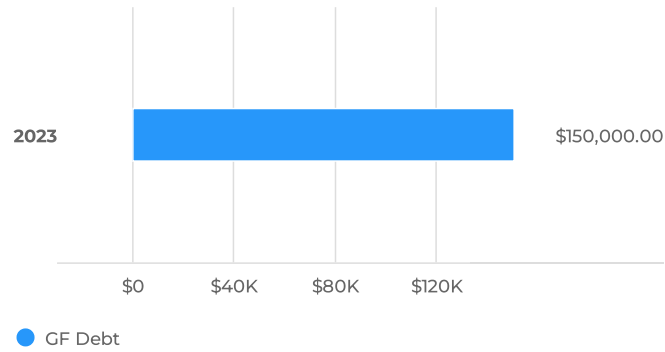
FY2023 Budget

\$150,000

Total Budget (all years)

\$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$150,000
Total	\$150,000

Portable stage

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-517

Description

Portable stage

Details

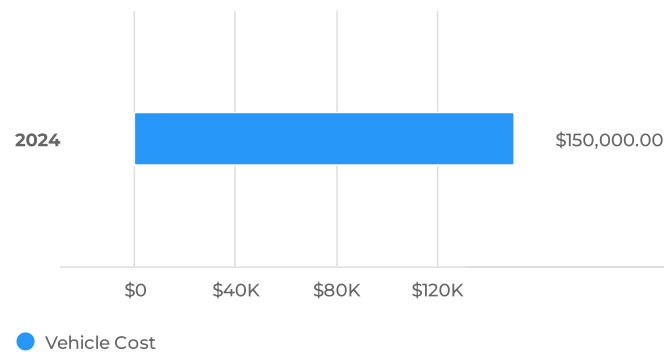
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	U

Capital Cost

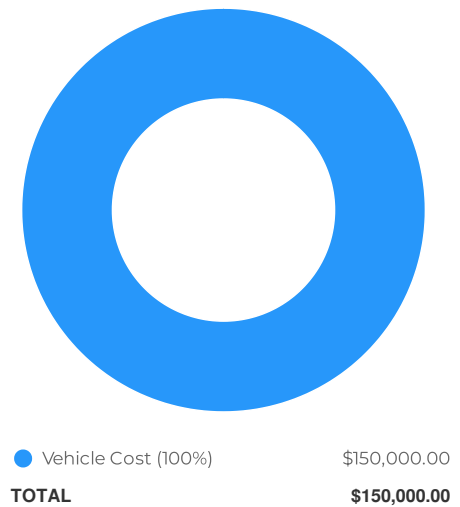
Total Budget (all years)

\$150K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$150,000
Total	\$150,000

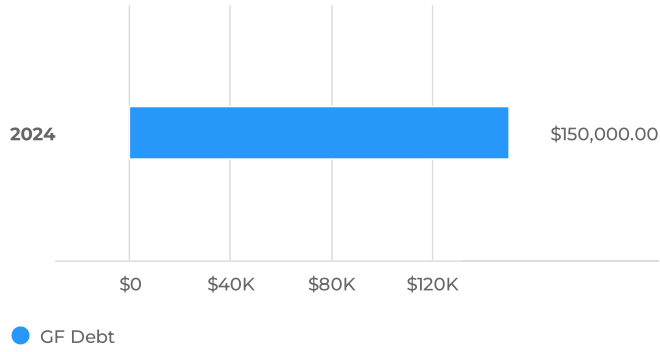


Funding Sources

Total Budget (all years)

\$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$150,000
Total	\$150,000

Backhoe

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-518

Description

Purchase one current model year backhoe to replace same. The unit being replaced is a 2006 John Deere with 6200 hours. This unit is in the 10 to 15 year replacement category. The reason for replacement is cab rot and rear pin wear. I believe this unit should be replaced while still viable for trade.

Images



BACKHOE



BACKHOE



BACKHOE



BACKHOE



BACKHOE



BACKHOE

Details

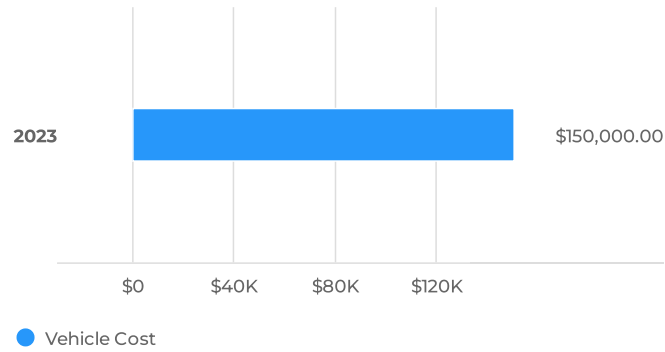
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

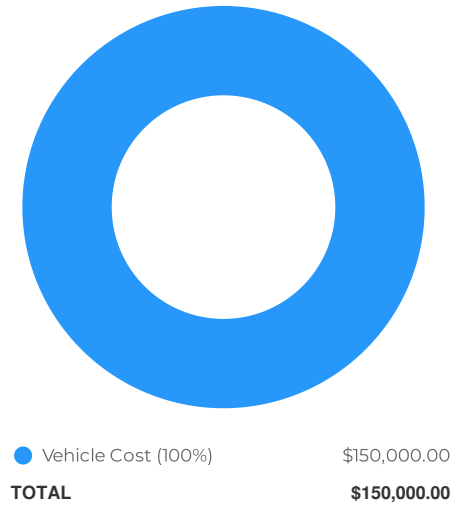
FY2023 Budget
\$150,000

Total Budget (all years)
\$150K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Vehicle Cost	\$150,000
Total	\$150,000

Funding Sources

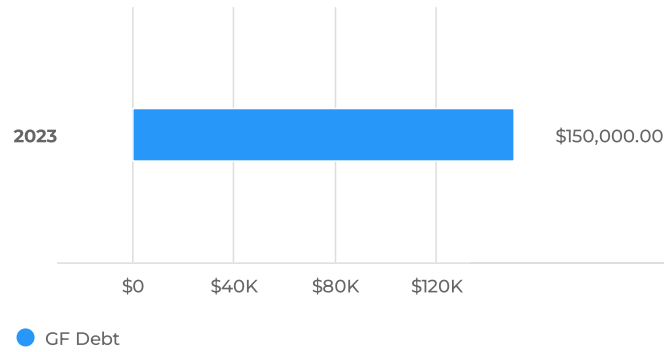
FY2023 Budget

\$150,000

Total Budget (all years)

\$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$150,000
Total	\$150,000

1 Ton Hook Lift DPS Highway

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-519

Description

Purchase 2 current model year 1 Ton Hook Lift all season trucks (dump plow sand)with attachments in FY23 and one in each of the following 4 fiscal years.The units being replaced in FY23 are both 2011 ford F550's one with 85000 and one with 92000 miles. These units are in the 10 year replacement category and are one of the most utilized for public services. The reason for replacement is the body and under carriage rot and the age of these units. These trucks are used for salting in the winter and have been rehabbed once already. I don't believe that investing money in these trucks will yield a positive outcome.

Images



1 TON HOOKLOADER
UNIT 1107



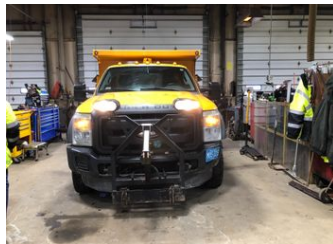
1 TON HOOKLOADER
UNIT 1107-2



1 TON HOOKLOADER
UNIT 1107-3



1 TON HOOKLOADER
UNIT 1107-4



1 TON HOOKLOADER
UNIT 1108



1 TON HOOKLOADER
UNIT 1108-1



1 TON HOOKLOADER
UNIT 1108-2



1 TON HOOKLOADER
UNIT 1108-3



1 TON HOOKLOADER
UNIT 1108-4

Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New

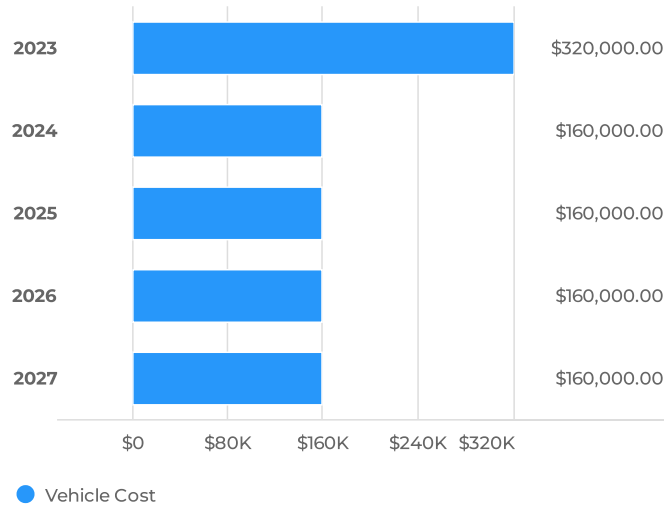


Capital Cost

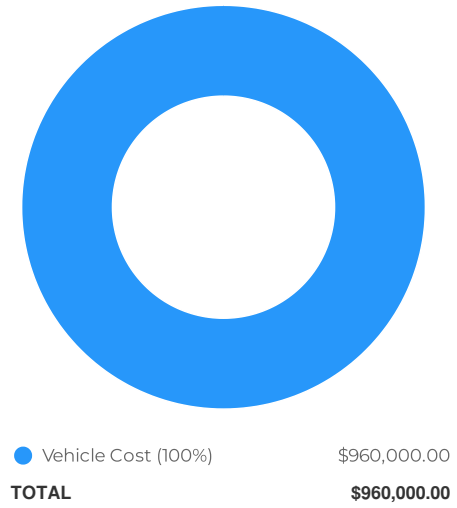
FY2023 Budget
\$320,000

Total Budget (all years)
\$960K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

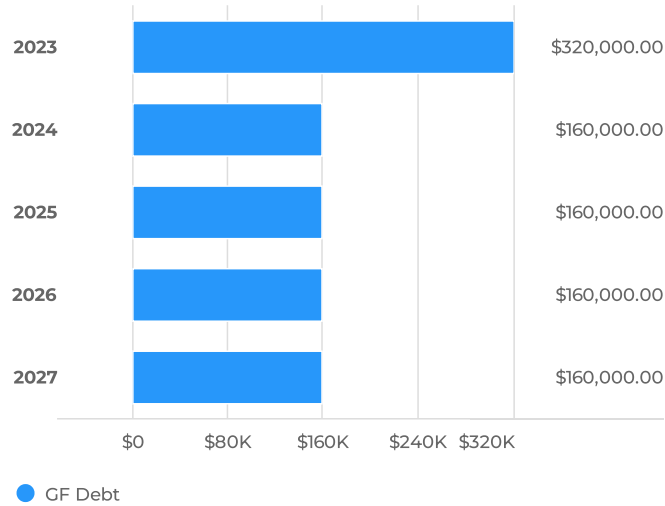
Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$320,000	\$160,000	\$160,000	\$160,000	\$160,000
Total	\$320,000	\$160,000	\$160,000	\$160,000	\$160,000

Funding Sources

FY2023 Budget
\$320,000

Total Budget (all years)
\$960K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$320,000	\$160,000	\$160,000	\$160,000	\$160,000
Total	\$320,000	\$160,000	\$160,000	\$160,000	\$160,000

Electric Vehicle

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-520

Description

Purchase 2 Electric Vehicles one in FY24 and one in FY26 to replace same.

Details

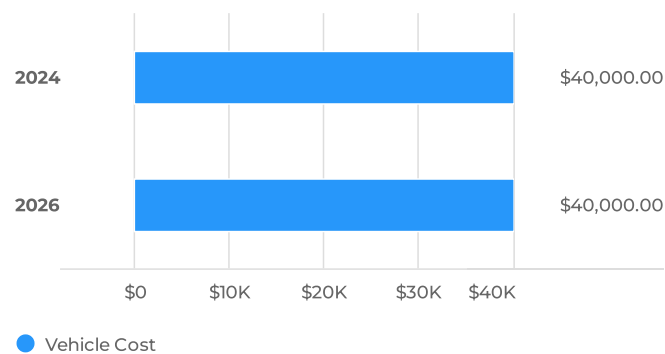
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	5

Capital Cost

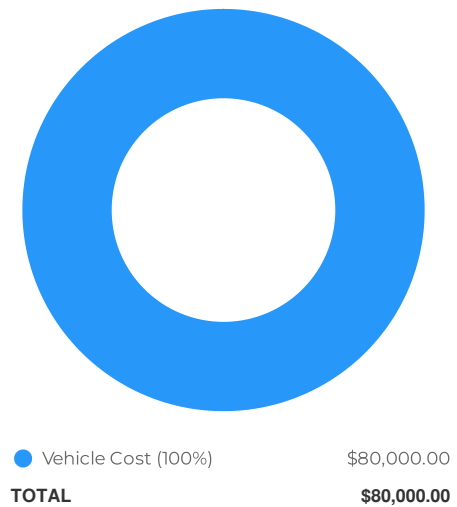
Total Budget (all years)

\$80K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	FY2026
Vehicle Cost	\$40,000	\$40,000
Total	\$40,000	\$40,000

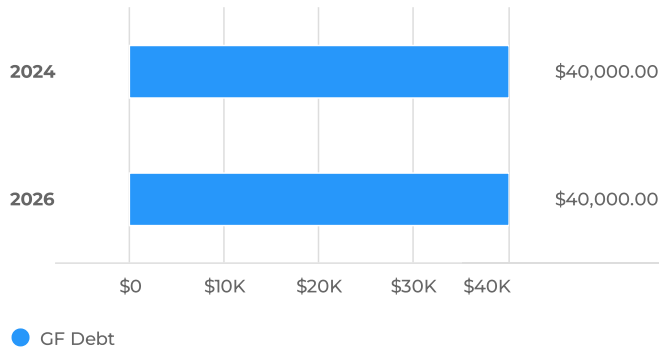


Funding Sources

Total Budget (all years)

\$80K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	FY2026
GF Debt	\$40,000	\$40,000
Total	\$40,000	\$40,000

Wheel Loader

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-521

Description

Purchase a current model year wheel loader to replace unit 1173 a 2011 Komatsu with 9250 hours on it. This unit is just past the 10 year replacement schedule and is showing signs of cab rot and pin wear in the front. I don't believe investing money in this will yield a positive outcome. This unit needs to be replaced.

Images



WHEEL LOADER



WHEEL LOADER



WHEEL LOADER



WHEEL LOADER

Details

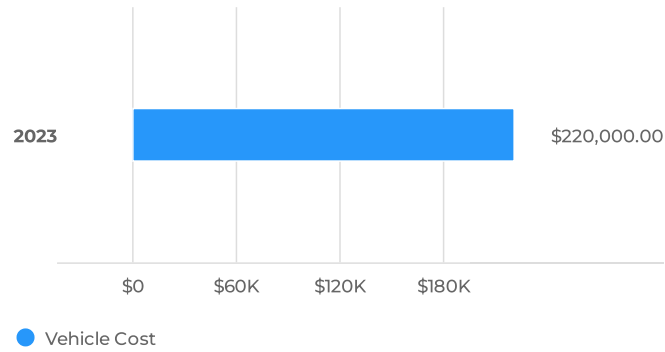
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

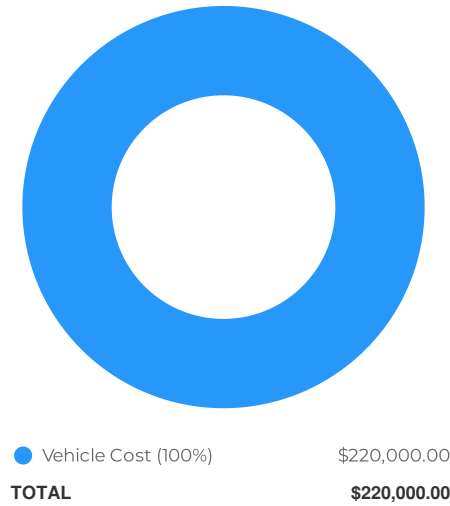
FY2023 Budget
\$220,000

Total Budget (all years)
\$220K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

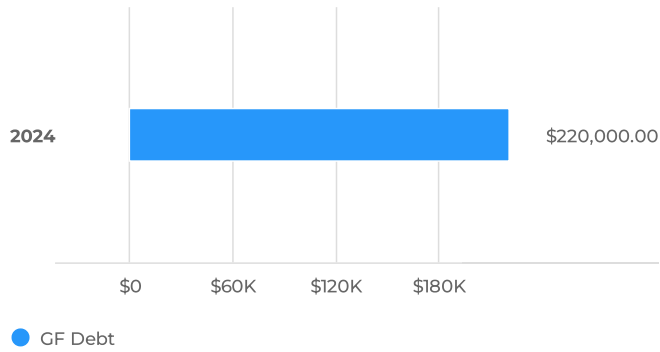
Capital Cost	FY2023
Vehicle Cost	\$220,000
Total	\$220,000

Funding Sources

Total Budget (all years)

\$220K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$220,000
Total	\$220,000

5 Ton Hook Lift all season truck (snow fighter)with attachments

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-522

Description

Purchase one 5 Ton Hook Lift all season truck (snow fighter)with attachments in each of the next 5 fiscal years..For FY23 we will be replacing unit 1172 a 2009 international with 9800 hours. This unit is in the 10 year replacement category and is well past that mark. The reason for replacing it is cab and body rot. I don't believe investing money in this truck will yield a positive outcome.

Images



5 ton hook loader



5 ton hook loader



5 ton hook loader



5 ton hook loader



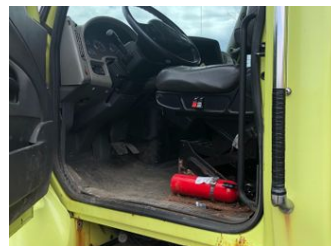
5 ton hook loader



5 ton hook loader



5 ton hook loader



5 ton hook loader

Details

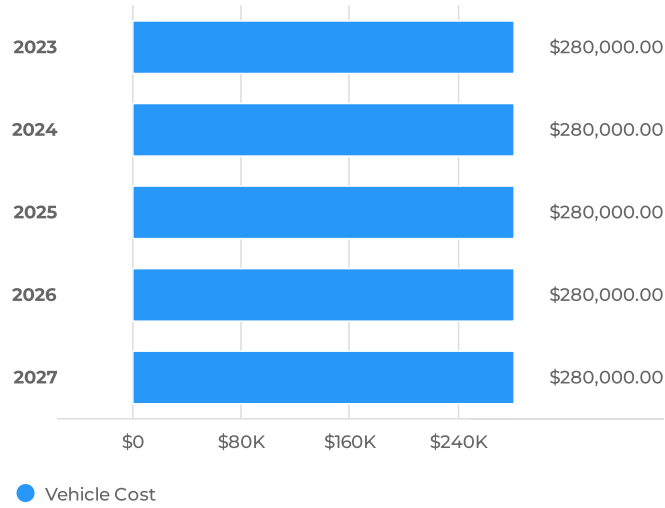
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

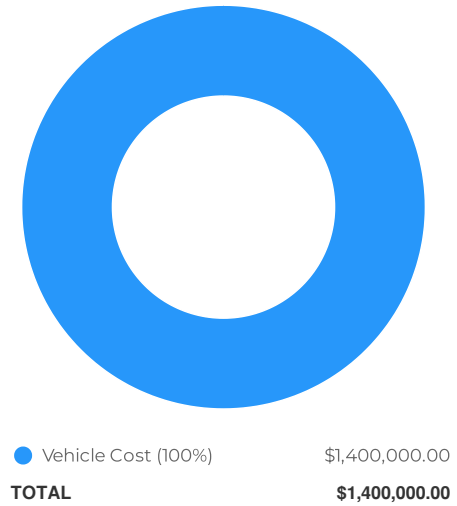
FY2023 Budget
\$280,000

Total Budget (all years)
\$1.4M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

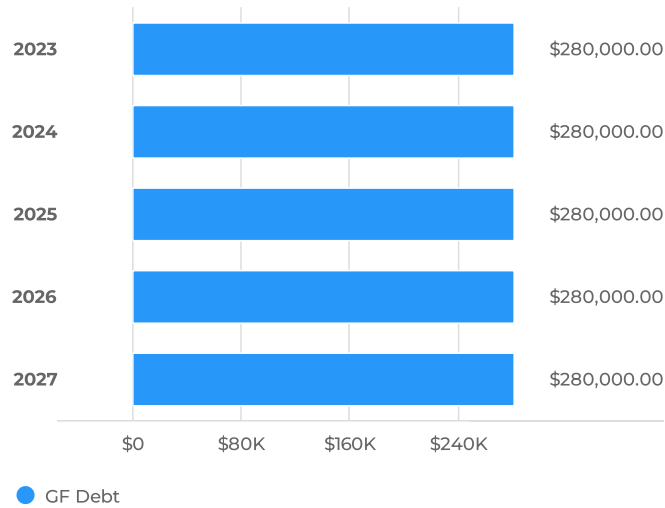
Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000
Total	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000

Funding Sources

FY2023 Budget
\$280,000

Total Budget (all years)
\$1.4M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000
Total	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000



1 Ton Utility Body Truck

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-523

Description

Purchase 1 current model year 1 Ton Utility Body Truck with or without plow in each of the next 5 fiscal years. The one purchased this year will be an addition to the fleet for the Street Compliance Inspector.

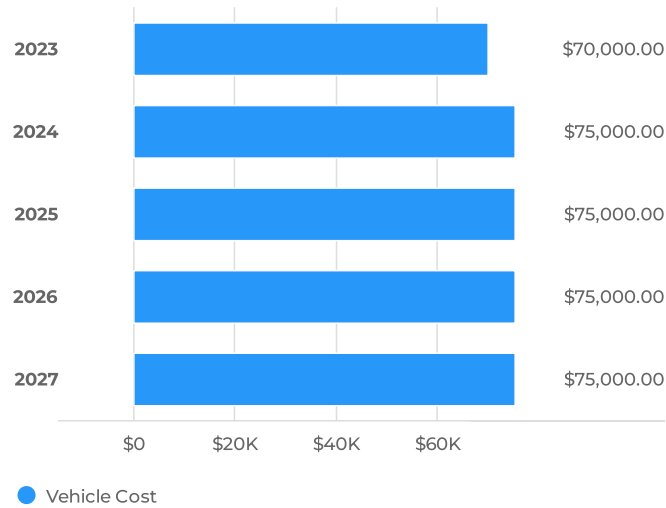
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

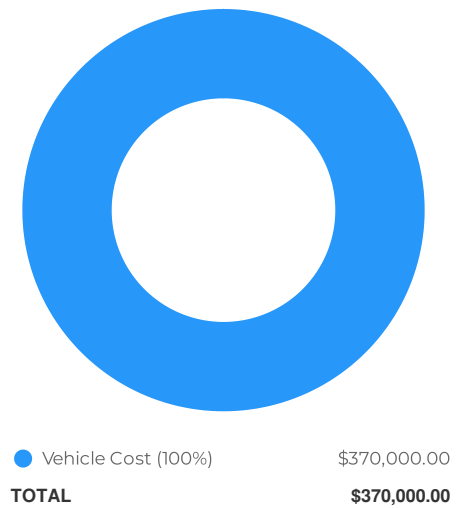
Capital Cost

FY2023 Budget	Total Budget (all years)
\$70,000	\$370K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$70,000	\$75,000	\$75,000	\$75,000	\$75,000
Total	\$70,000	\$75,000	\$75,000	\$75,000	\$75,000

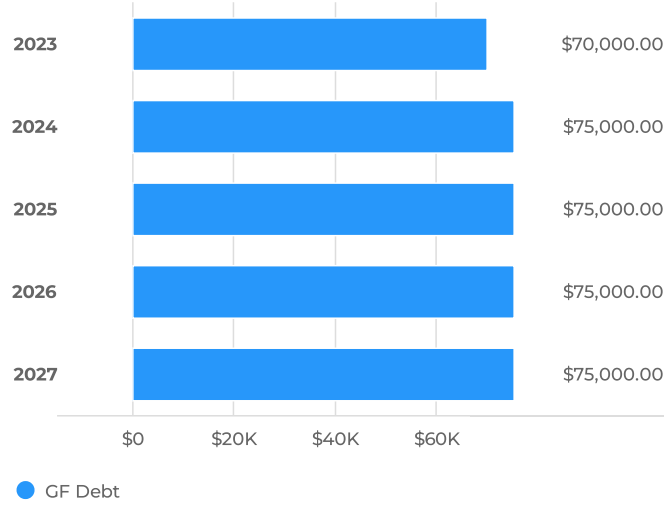


Funding Sources

FY2023 Budget
\$70,000

Total Budget (all years)
\$370K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$70,000	\$75,000	\$75,000	\$75,000	\$75,000
Total	\$70,000	\$75,000	\$75,000	\$75,000	\$75,000



Tandem hook loader

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-535

Description

Purchase one current model year Tandem hook loader in FY25 and FY26

Details

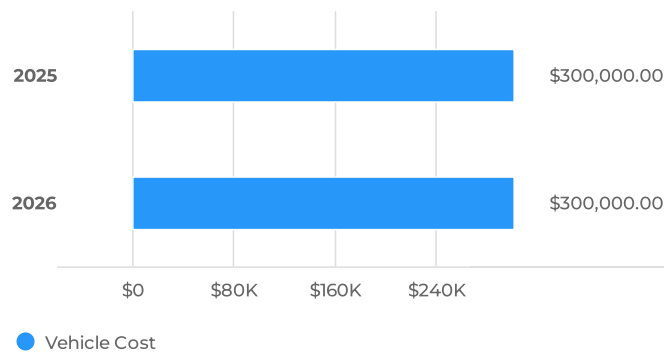
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

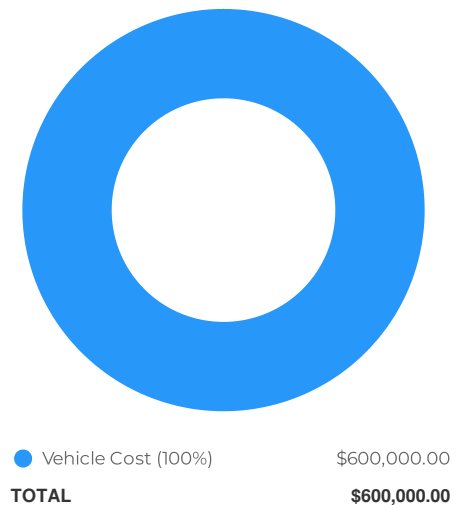
Total Budget (all years)

\$600K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	FY2026
Vehicle Cost	\$300,000	\$300,000
Total	\$300,000	\$300,000

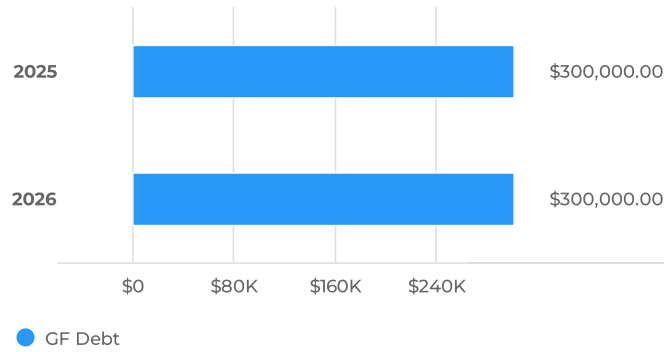


Funding Sources

Total Budget (all years)

\$600K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	FY2026
GF Debt	\$300,000	\$300,000
Total	\$300,000	\$300,000

Reduce Inflow and Infiltration (I/I)

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Dps - Public Service
Type	Capital Improvement
Project Number	2023-700

Description

Reduce Inflow and Infiltration (I/I)

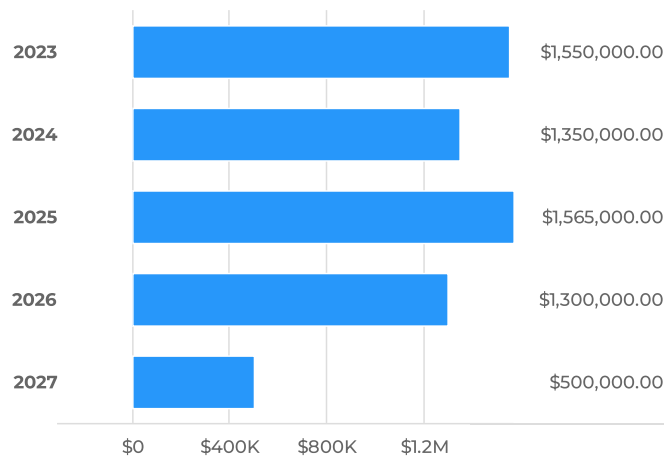
Details

Type of Project: Improvement

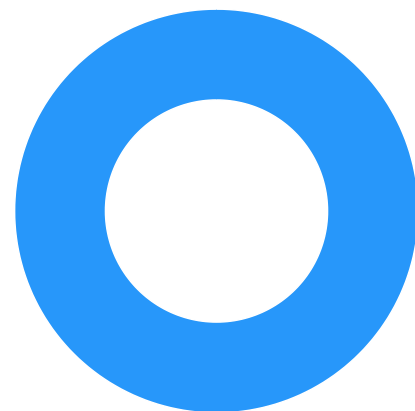
Capital Cost

FY2023 Budget: **\$1,550,000**
 Total Budget (all years): **\$6.265M**

Capital Cost by Year



Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$6,265,000.00
TOTAL \$6,265,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Construction/Maintenance	\$1,550,000	\$1,350,000	\$1,565,000	\$1,300,000	\$500,000
Total	\$1,550,000	\$1,350,000	\$1,565,000	\$1,300,000	\$500,000

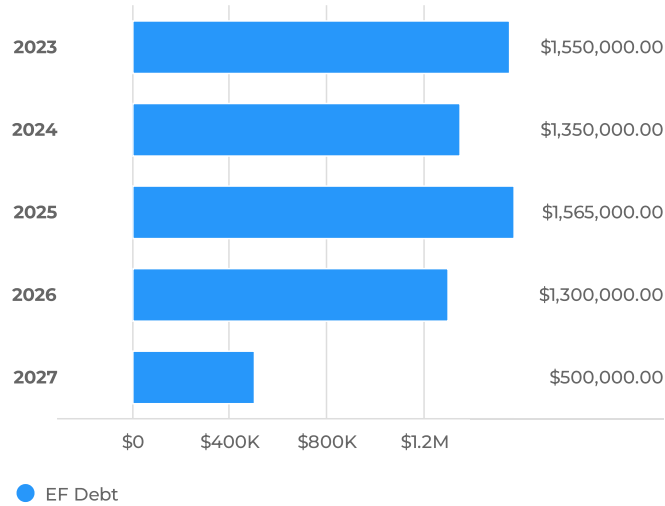


Funding Sources

FY2023 Budget
\$1,550,000

Total Budget (all years)
\$6.265M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown					
Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
EF Debt	\$1,550,000	\$1,350,000	\$1,565,000	\$1,300,000	\$500,000
Total	\$1,550,000	\$1,350,000	\$1,565,000	\$1,300,000	\$500,000



ADA and other improvements in city and school playgrounds

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Dps - Public Service
Type	Capital Improvement
Project Number	2023-901

Description

ADA and other improvements in city and school playgrounds

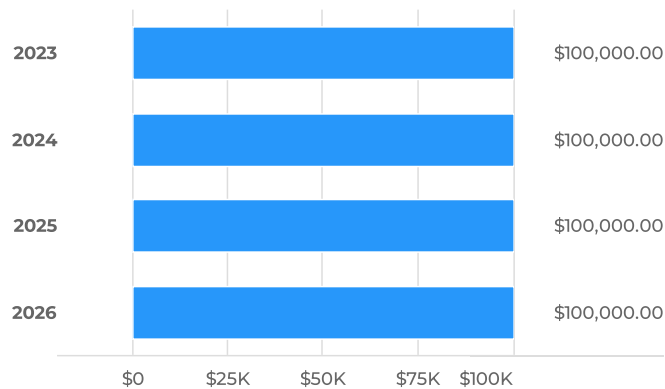
Details

Type of Project: Improvement

Capital Cost

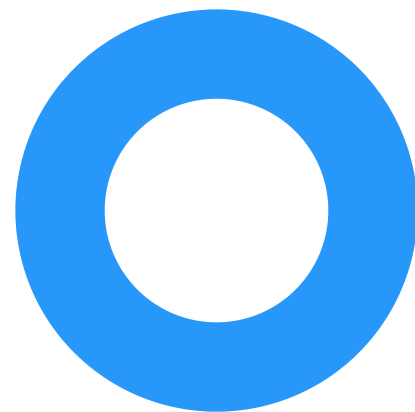
FY2023 Budget: **\$100,000**
 Total Budget (all years): **\$400K**

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$400,000.0
TOTAL \$400,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Construction/Maintenance	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$100,000	\$100,000	\$100,000	\$100,000

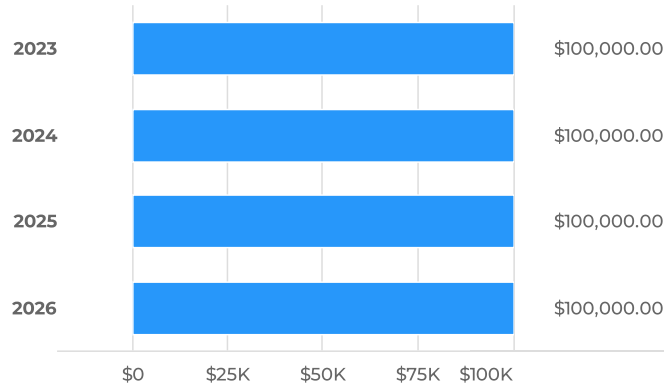


Funding Sources

FY2023 Budget
\$100,000

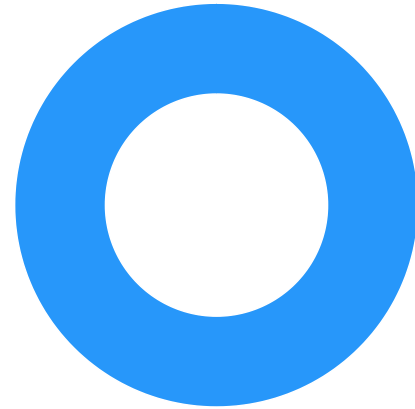
Total Budget (all years)
\$400K

Funding Sources by Year



● GF Debt

Funding Sources for Budgeted Years



● GF Debt (100%) \$400,000.00
TOTAL \$400,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
GF Debt	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$100,000	\$100,000	\$100,000	\$100,000



sidewalks

Overview

Request Owner: Ricardo Morales, Commissioner
 Department: Dps - Public Service
 Type: Capital Improvement
 Project Number: 2023-918

Description

sidewalks

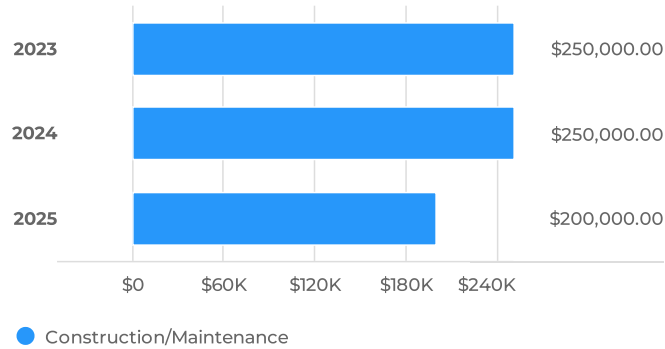
Details

Type of Project: Improvement

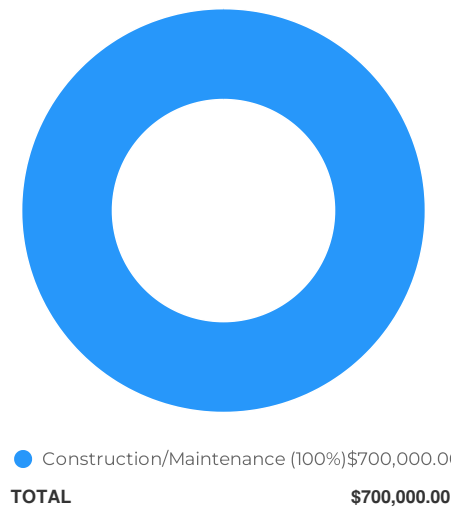
Capital Cost

FY2023 Budget: **\$250,000** Total Budget (all years): **\$700K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025
Construction/Maintenance	\$250,000	\$250,000	\$200,000
Total	\$250,000	\$250,000	\$200,000

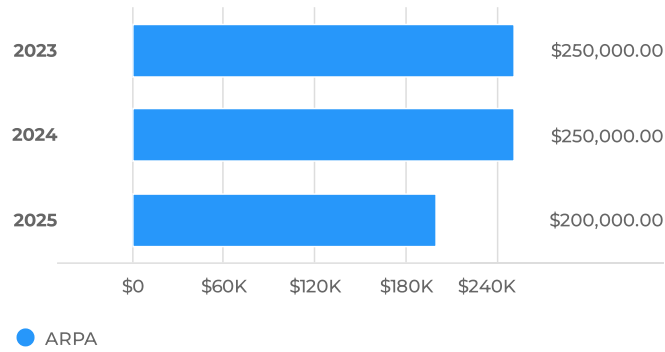


Funding Sources

FY2023 Budget
\$250,000

Total Budget (all years)
\$700K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	FY2023	FY2024	FY2025
ARPA	\$250,000	\$250,000	\$200,000
Total	\$250,000	\$250,000	\$200,000



Fuel Depot

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Dps - Public Service
Type	Capital Improvement
Project Number	2023-613

Description

Fuel Depot

Details

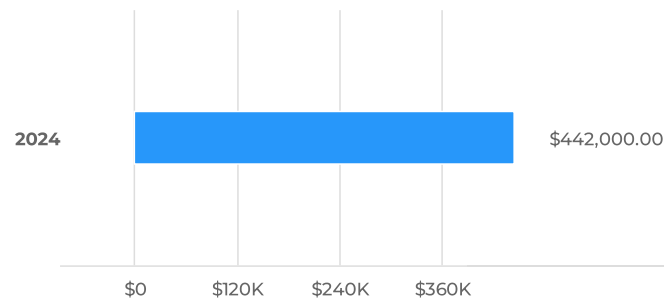
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

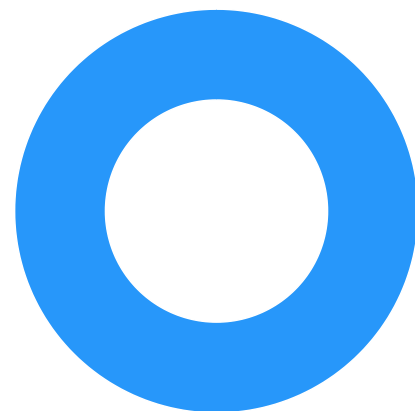
\$442K

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$442,000.00

TOTAL \$442,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Repairs/Improvements	\$442,000
Total	\$442,000

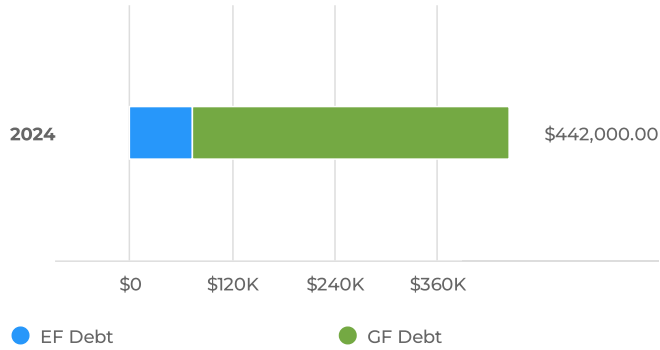


Funding Sources

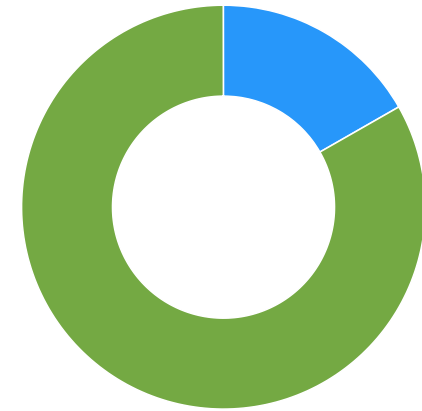
Total Budget (all years)

\$442K

Funding Sources by Year



Funding Sources for Budgeted Years



● EF Debt (17%)	\$74,000.00
● GF Debt (83%)	\$368,000.00
TOTAL	\$442,000.00

Funding Sources Breakdown

Funding Sources	FY2024
GF Debt	\$368,000
EF Debt	\$74,000
Total	\$442,000



Articulating tractor

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-515

Description

Purchase 4 current model year Articulating tractors one each in FY23 24 25 and 27. in FY23 this will be an addition to the fleet.

Images



ARTICULATING TRACTOR
REPRESENTATIVE IMAGE ACTUAL
VEHICLE MAY VARY

Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

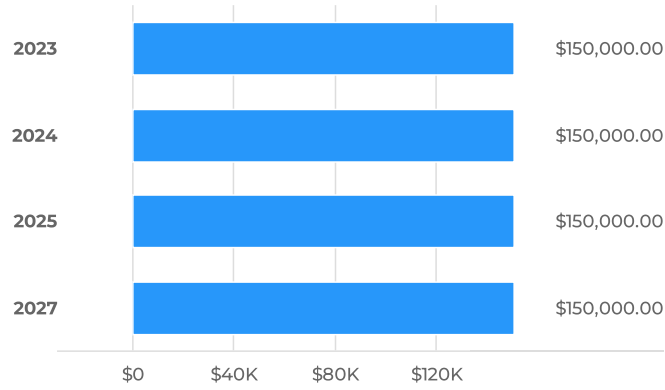
FY2023 Budget

\$150,000

Total Budget (all years)

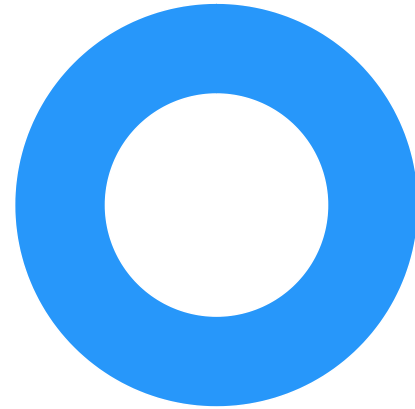
\$600K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%)

\$600,000.00

TOTAL

\$600,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2027
Vehicle Cost	\$150,000	\$150,000	\$150,000	\$150,000
Total	\$150,000	\$150,000	\$150,000	\$150,000



Funding Sources

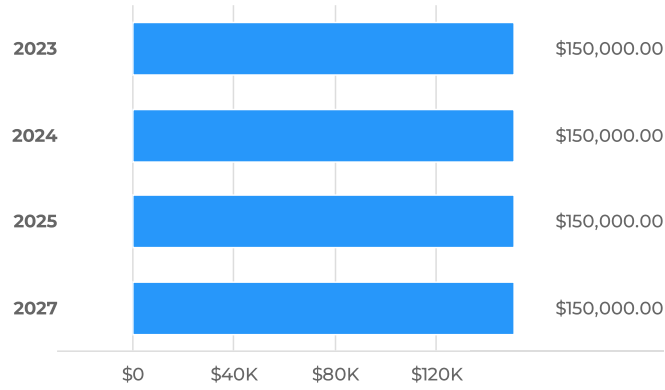
FY2023 Budget

\$150,000

Total Budget (all years)

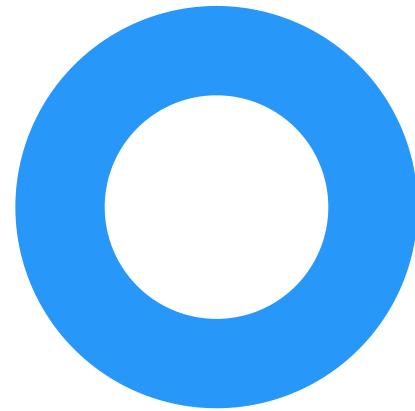
\$600K

Funding Sources by Year



● GF Debt

Funding Sources for Budgeted Years



● GF Debt (100%)

\$600,000.00

TOTAL

\$600,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2027
GF Debt	\$150,000	\$150,000	\$150,000	\$150,000
Total	\$150,000	\$150,000	\$150,000	\$150,000



Mini Pickup Truck

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dps - Public Service
Type	Capital Equipment
Project Number	2023-507

Description

Purchase 1 current model year mini pickup truck to replace unit 1300, a 2011 Ford Ranger with 104000 miles. Unit 1300 has reached the end of its serviceable life and needs to be replaced. We would like to take unit 2403 a 2009 Ford with low miles from the conservation agent, as the replacement for 1300 and give the new truck to conservation.

Images



MINI PICKUP

Details

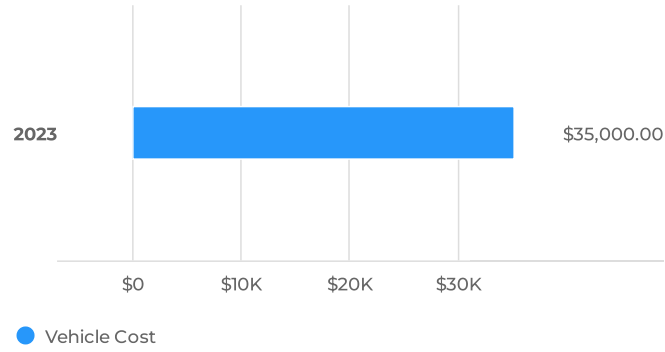
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

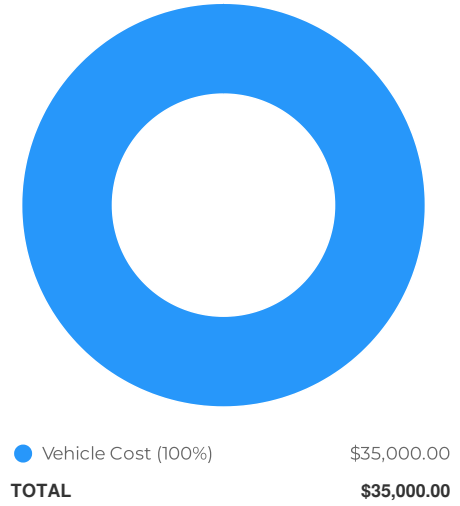
FY2023 Budget
\$35,000

Total Budget (all years)
\$35K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

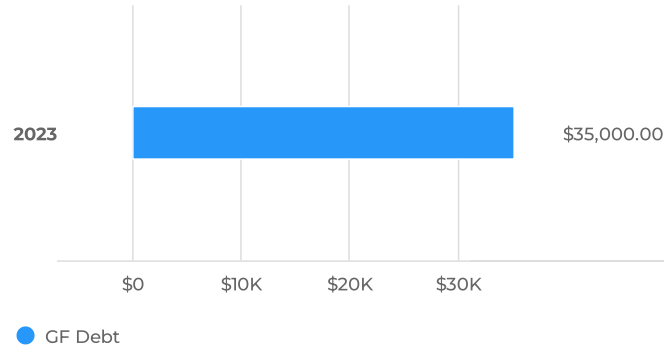
Capital Cost	FY2023
Vehicle Cost	\$35,000
Total	\$35,000

Funding Sources

FY2023 Budget
\$35,000

Total Budget (all years)
\$35K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$35,000
Total	\$35,000



AIRPORT COMMISSION REQUESTS



Obstruction Removal (Runway 8 and 14 Ends)

Overview

Submitted By	Dan Shearer, Airport Manager
Request Owner	Dan Shearer, Airport Manager
Est. Start Date	06/01/2022
Est. Completion Date	06/30/2023
Department	Airport Commission
Type	Capital Improvement

Description

Design, bidding, permitting, and removal of obstructions off the runway 8 and 14 ends. Obstructions include trees and poles that pose hazards to air navigation during approach and departure. Obstruction removal is a priority safety project required by the FAA.

Project funding: 90% Federal (FAA AIP), 5% State (MassDOT), and 5% Local (City).

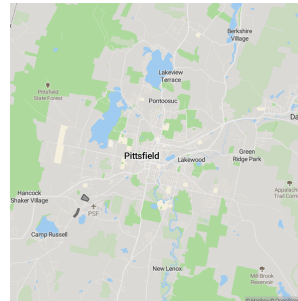
Phase	Task	Total Cost (Est.)	Local Cost (Est.)
1-A	Easement Preparation	\$168,000	\$8,400
1-B	Easement Purchase	\$64,000	\$3,200
2-A	Obstruction Removal (Design, Permit, Bid)	\$300,000	\$15,000
2-B	Obstruction Removal (Construction)	\$175,000	\$8,750
TOTAL		\$707,000	\$35,350

Local cost for Phase 1-A has already been accounted for in FY22, 95% will be reimbursed through FAA and MassDOT grants.

Details

Type of Project Other improvement

Location



Benefit to Community

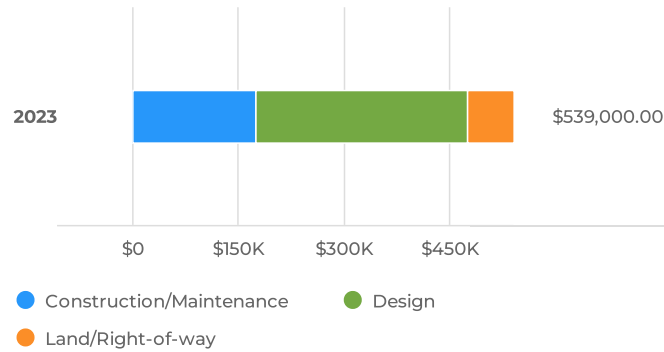
Ensure the airport approaches remain safe from non-compliant obstructions. Ensures the City remains in compliance with State and Federal grant assurance requirements. Removes the approach restriction to Runway 14.



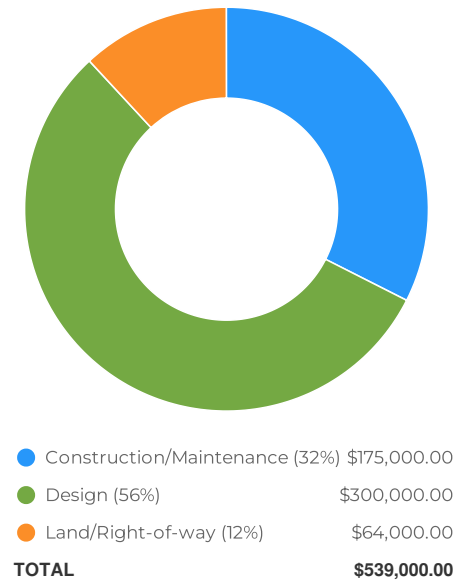
Capital Cost

Total To Date **\$168,000** FY2023 Budget **\$539,000** Total Budget (all years) **\$539K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

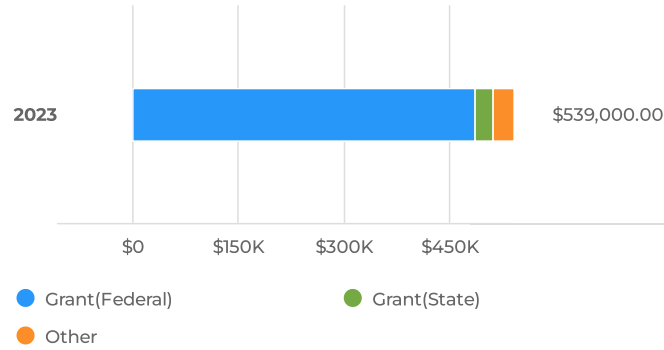
Capital Cost	To Date	FY2023
Planning	\$168,000	
Design		\$300,000
Land/Right-of-way		\$64,000
Construction/Maintenance		\$175,000
Total	\$168,000	\$539,000



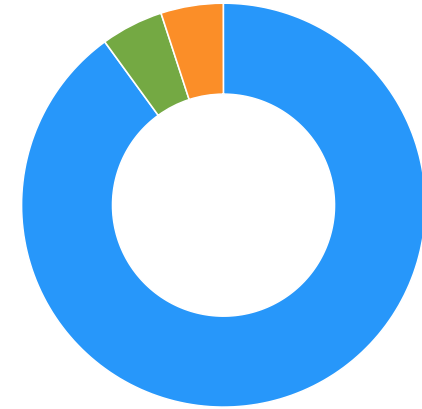
Funding Sources

Total To Date **\$168,000** FY2023 Budget **\$539,000** Total Budget (all years) **\$539K**

Funding Sources by Year



Funding Sources for Budgeted Years



Grant(Federal) (90%)	\$485,100.00
Grant(State) (5%)	\$26,950.00
Other (5%)	\$26,950.00
TOTAL	\$539,000.00

Funding Sources Breakdown

Funding Sources	To Date	FY2023
Grant(State)		\$26,950
Grant(Federal)		\$485,100
Other	\$168,000	\$26,950
Total	\$168,000	\$539,000



Wide Area Mower

Overview

Submitted By	Dan Shearer, Airport Manager
Request Owner	Dan Shearer, Airport Manager
Department	Airport Commission
Type	Capital Equipment

Description

Purchase of a wide area mower.

The FAA requires grassy areas near the runways and taxiways (in what is called the Runway and Taxiway Safety Areas) be maintained by keeping the grass cut to a low height for safety and to reduce wildlife attractants. When aircraft encounter wildlife, particularly in the immediate vicinity of the runways, it can cause aircraft incidents or accidents resulting in damage, injury, or death. The airport has over 100 acres of grassy area immediately adjacent to runways and taxiways. To maintain these areas, it must be mowed on average every 1-2 weeks from late spring through late fall. The new equipment will replace the airport's aging and increasingly unreliable tractor, which serves as the only wide area mower. This existing tractor will be retained but utilized less for the regular mowing and more for the areas requiring a tractor or boom mower.

Funding for this purchase will be: 80% State (MassDOT ASMP) and 20% Local (City).

Images



Toro 5910 Front Corner View



Toro 5910 Side View

Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Supplemental Attachments

 [Toro 5910 Specifications\(/resource/cleargov-prod/projects/documents/4100c40ae5712f1eadb4.pdf\)](/resource/cleargov-prod/projects/documents/4100c40ae5712f1eadb4.pdf)

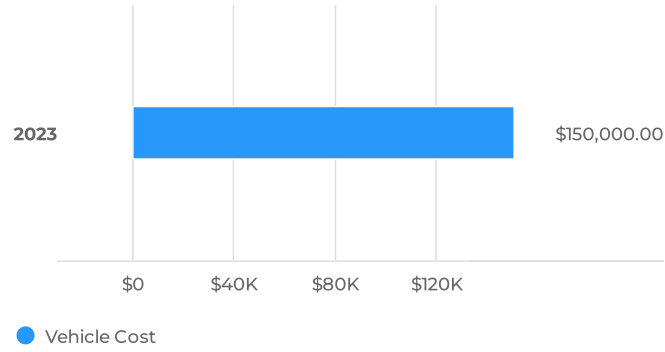
 [Toro 4910 Quote 2022-04-10\(/resource/cleargov-prod/projects/documents/215630b46976b9c470d5.pdf\)](/resource/cleargov-prod/projects/documents/215630b46976b9c470d5.pdf)

Capital Cost

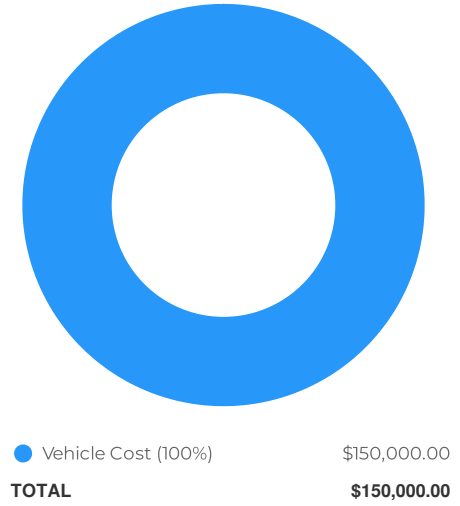
FY2023 Budget
\$150,000

Total Budget (all years)
\$150K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Vehicle Cost	\$150,000
Total	\$150,000

Funding Sources

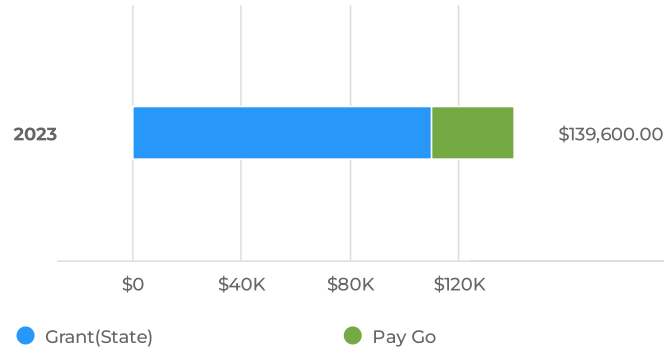
FY2023 Budget

\$139,600

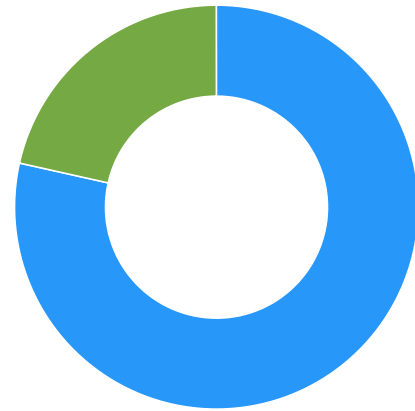
Total Budget (all years)

\$139.6K

Funding Sources by Year



Funding Sources for Budgeted Years



Grant(State) (79%)	\$109,600.00
Pay Go (21%)	\$30,000.00
TOTAL	\$139,600.00

Funding Sources Breakdown

Funding Sources	FY2023
Pay Go	\$30,000
Grant(State)	\$109,600
Total	\$139,600



Infrastructure Improvement (Water, Sewer, Electrical, Pavement)

Overview

Submitted By	Dan Shearer, Airport Manager
Request Owner	Dan Shearer, Airport Manager
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2027
Department	Airport Commission
Type	Capital Improvement

Description

FY23 infrastructure improvement areas include (but are not limited to):

- Water main expansion
- Sewer expansion
- Electrical service work
- Paving & painting

Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program.

BIL AIG projects are funded at 90% federally. Local share is 10% (5% if MassDOT contributes their usual 5% share).

Project is to be funded with the allocated FFY22 allocation.

FFY	FY	Amount	Status	10% Local	5% Local
22	23	\$295,000	Allocated	\$29,500	\$14,750
23	24	\$295,000	Anticipated	\$29,500	\$14,750
24	25	\$295,000	Anticipated	\$29,500	\$14,750
25	26	\$295,000	Anticipated	\$29,500	\$14,750
26	27	\$295,000	Anticipated	\$29,500	\$14,750

* Funds are allocated annually for five years and expected to be similar to the first year allocation.

Details

Type of Project: New Construction

Benefit to Community

Build out infrastructure improvements at the airport to allow for new development and revenue sources to allow the airport to be more financially sound.

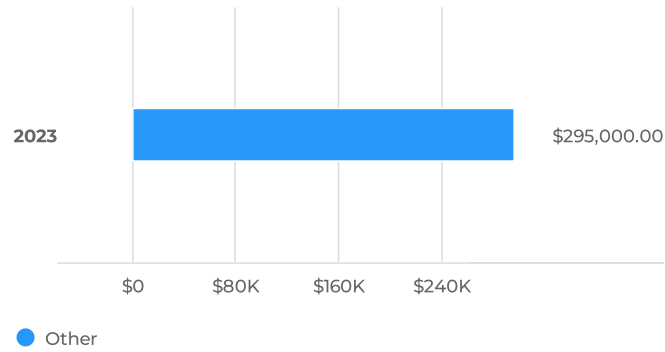


Capital Cost

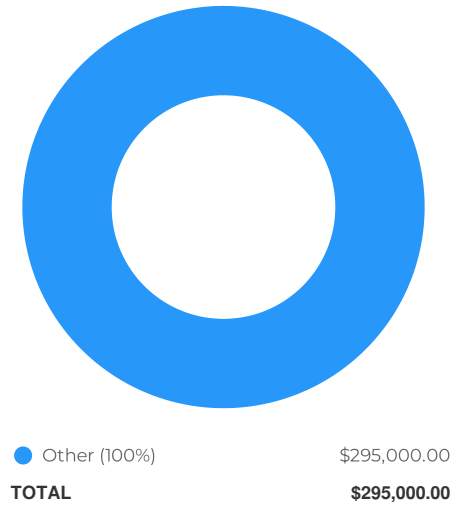
FY2023 Budget
\$295,000

Total Budget (all years)
\$295K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

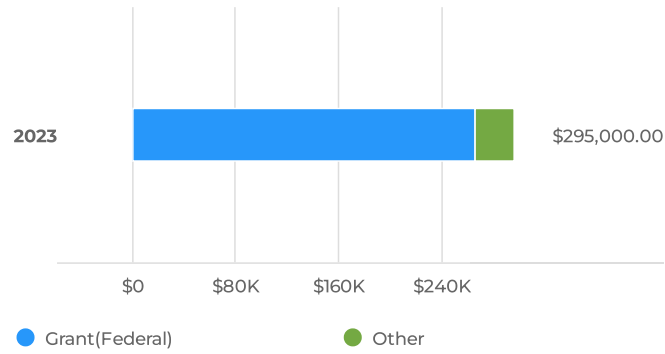
Capital Cost	FY2023
Other	\$295,000
Total	\$295,000

Funding Sources

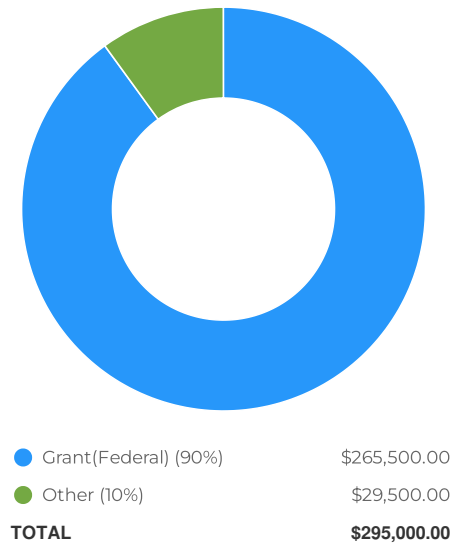
FY2023 Budget
\$295,000

Total Budget (all years)
\$295K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
Grant(Federal)	\$265,500
Other	\$29,500
Total	\$295,000



Airport Terminal Admin Building Project

Overview

Submitted By	Dan Shearer, Airport Manager
Request Owner	Dan Shearer, Airport Manager
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2026
Department	Airport Commission
Type	Capital Improvement

Description

Bipartisan Infrastructure Law (BIL) Airport Terminal Program (ATP) grant project to build new terminal, roadway, parking, and apron space.


ATP grants are 95% Federally funded. Assuming no MassDOT State funding share, the Local share is 5%.


Subject to FAA grant award in FFY22-26.

Details

Type of Project	New Construction
-----------------	------------------

Supplemental Attachments

 [FAA BIL ATP Grant Preliminary Application\(/resource/cleargov-prod/projects/documents/11bcea5c5642162cd1c7.pdf\)](/resource/cleargov-prod/projects/documents/11bcea5c5642162cd1c7.pdf)

 [Airport Layout Plan with Terminal Concept\(/resource/cleargov-prod/projects/documents/4dc9b63cf571850acc2c.pdf\)](/resource/cleargov-prod/projects/documents/4dc9b63cf571850acc2c.pdf)

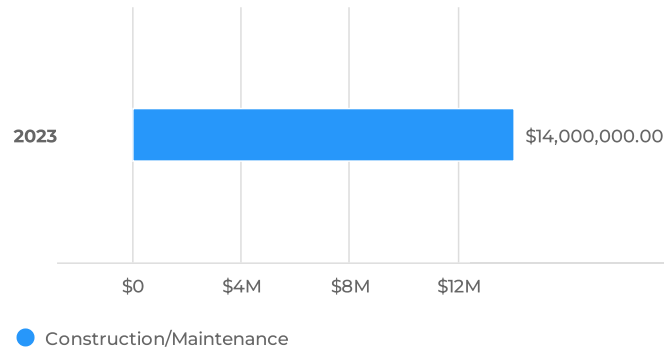


Capital Cost

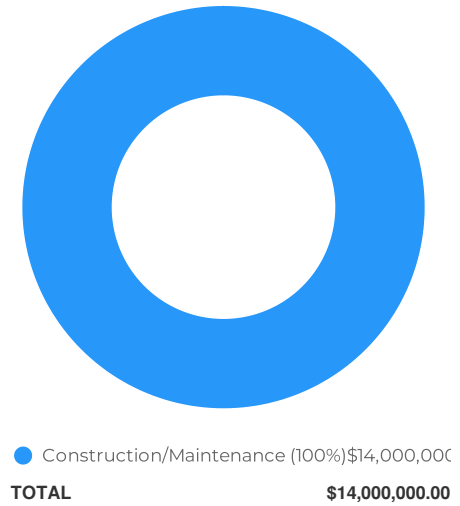
FY2023 Budget
\$14,000,000

Total Budget (all years)
\$14M

Capital Cost by Year



Capital Cost for Budgeted Years



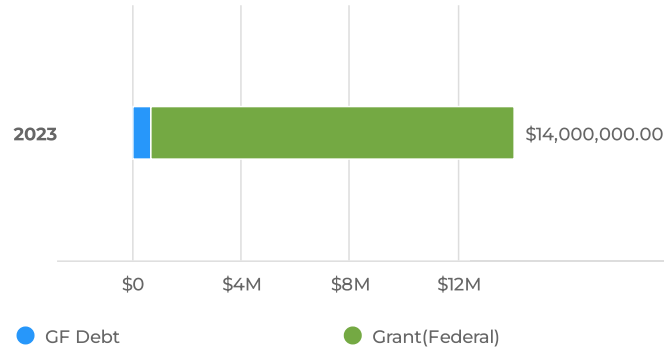
Capital Cost Breakdown	
Capital Cost	FY2023
Construction/Maintenance	\$14,000,000
Total	\$14,000,000

Funding Sources

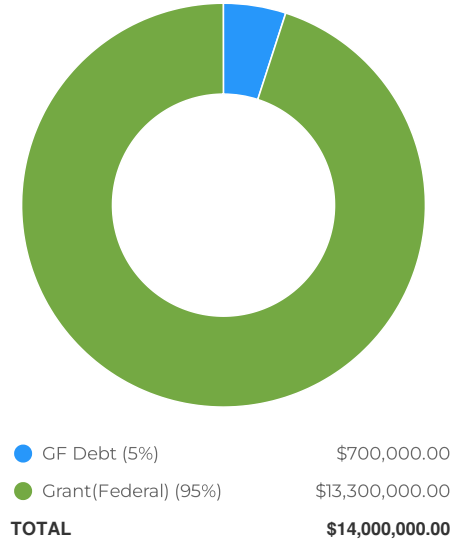
FY2023 Budget
\$14,000,000

Total Budget (all years)
\$14M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023
GF Debt	\$700,000
Grant(Federal)	\$13,300,000
Total	\$14,000,000



Taxiway 'B' Reconstruction

Overview

Request Owner	Dan Shearer, Airport Manager
Est. Start Date	07/01/2025
Est. Completion Date	06/30/2026
Department	Airport Commission
Type	Capital Improvement
Project Number	2023-601

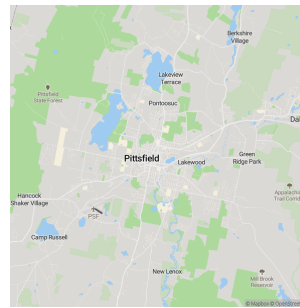
Description

Reconstruct Taxiway B

Details

Type of Project Improvement

Location



Supplemental Attachments

 [Airport Layout Plan\(/resource/cleargov-prod/projects/documents/c905dda96e0ff9399d61.pdf\)](/resource/cleargov-prod/projects/documents/c905dda96e0ff9399d61.pdf)

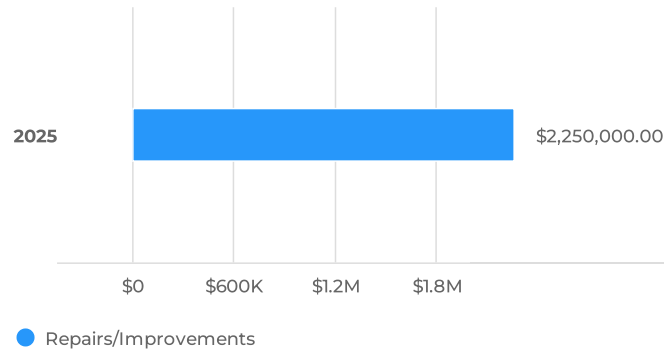
Revised 2021-09-13

Capital Cost

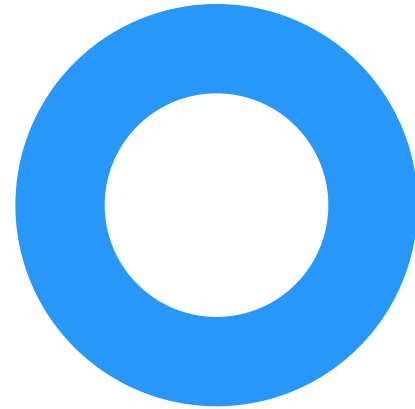
Total Budget (all years)

\$2.25M

Capital Cost by Year



Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$2,250,000.00
TOTAL **\$2,250,000.00**

Capital Cost Breakdown

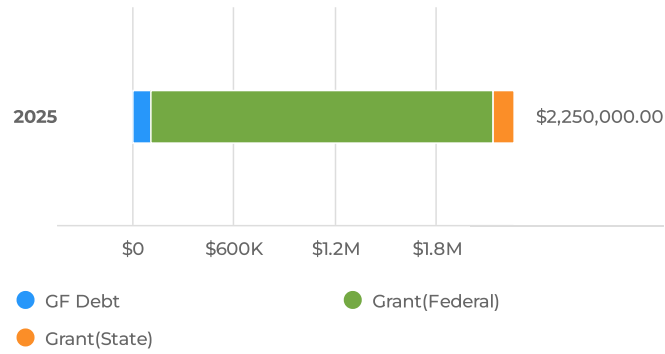
Capital Cost	FY2025
Repairs/Improvements	\$2,250,000
Total	\$2,250,000

Funding Sources

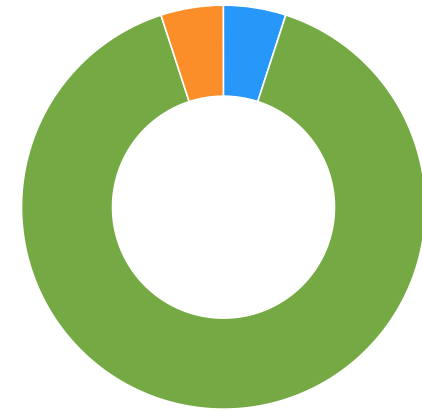
Total Budget (all years)

\$2.25M

Funding Sources by Year



Funding Sources for Budgeted Years



GF Debt (5%)	\$112,500.00
Grant(Federal) (90%)	\$2,025,000.00
Grant(State) (5%)	\$112,500.00
TOTAL	\$2,250,000.00

Funding Sources Breakdown

Funding Sources	FY2025
GF Debt	\$112,500
Grant(State)	\$112,500
Grant(Federal)	\$2,025,000
Total	\$2,250,000



Taxiway 'A' Reconstruction

Overview

Request Owner	Dan Shearer, Airport Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Airport Commission
Type	Capital Improvement
Project Number	2023-602

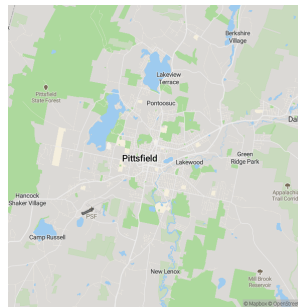
Description

Reconstruct Taxiway A.

Details

Type of Project Improvement

Location



Supplemental Attachments

 [Airport Layout Plan\(/resource/cleargov-prod/projects/documents/15bc0e68ef9289540a6f.pdf\)](/resource/cleargov-prod/projects/documents/15bc0e68ef9289540a6f.pdf)

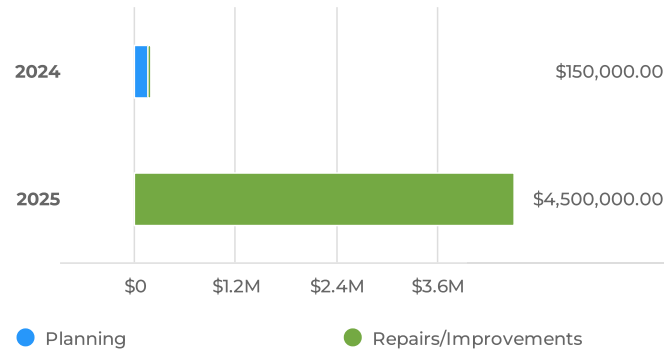
Revised 2021-09-13

Capital Cost

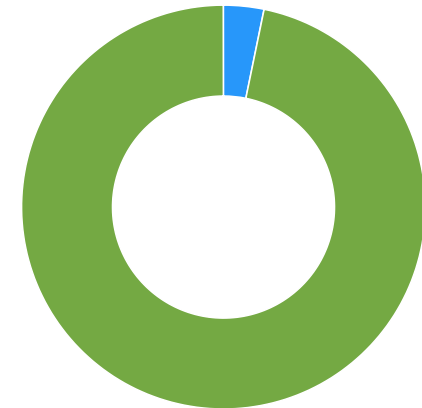
Total Budget (all years)

\$4.65M

Capital Cost by Year



Capital Cost for Budgeted Years



● Planning (3%)	\$150,000.00
● Repairs/Improvements (97%)	\$4,500,000.00
TOTAL	\$4,650,000.00

Capital Cost Breakdown

Capital Cost	FY2024	FY2025
Planning	\$150,000	
Repairs/Improvements		\$4,500,000
Total	\$150,000	\$4,500,000

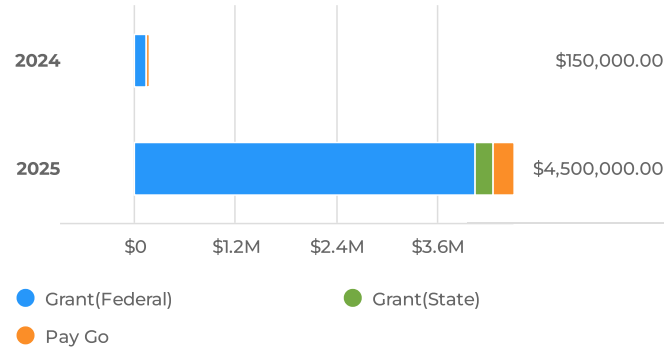


Funding Sources

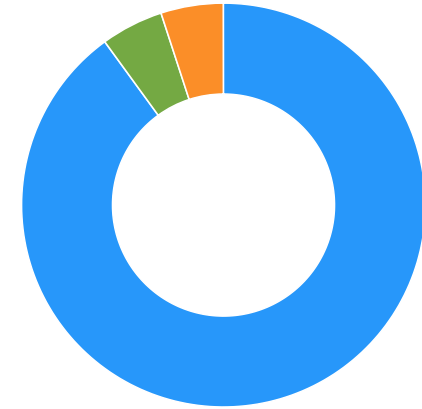
Total Budget (all years)

\$4.65M

Funding Sources by Year



Funding Sources for Budgeted Years



Grant(Federal) (90%)	\$4,185,000.00
Grant(State) (5%)	\$232,500.00
Pay Go (5%)	\$232,500.00
TOTAL	\$4,650,000.00

Funding Sources Breakdown

Funding Sources	FY2024	FY2025
Pay Go	\$7,500	\$225,000
Grant(State)	\$7,500	\$225,000
Grant(Federal)	\$135,000	\$4,050,000
Total	\$150,000	\$4,500,000



Snow Removal Equipment

Overview

Submitted By	Dan Shearer, Airport Manager
Request Owner	Dan Shearer, Airport Manager
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Airport Commission
Type	Capital Improvement

Description

Purchase of snow removal equipment, such as a runway sweeper or similar.

Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program.

BIL AIG projects are funded at 90% federally. Local share is 10% (5% if MassDOT contributes their usual 5% share).

Project is to be funded with a portion of the anticipated FFY23 allocation.

FFY	FY	Amount	Status	10% Local	5% Local
22	23	\$295,000	Allocated	\$29,500	\$14,750
23	24	\$295,000	Anticipated	\$29,500	\$14,750
24	25	\$295,000	Anticipated	\$29,500	\$14,750
25	26	\$295,000	Anticipated	\$29,500	\$14,750
26	27	\$295,000	Anticipated	\$29,500	\$14,750

* Funds are allocated annually for five years and expected to be similar to the first year allocation.

Details

Type of Project: Other improvement

Benefit to Community

Improve the ability for the airport to remain open during/after snow events.

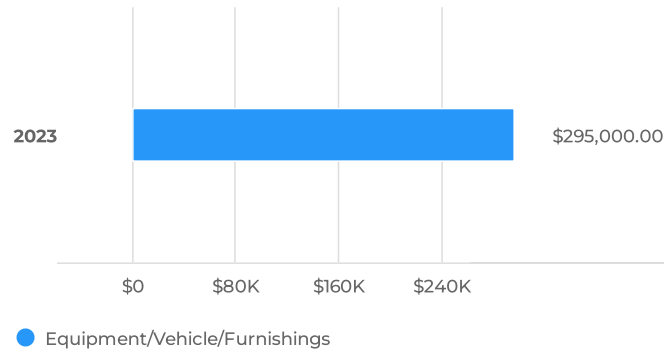


Capital Cost

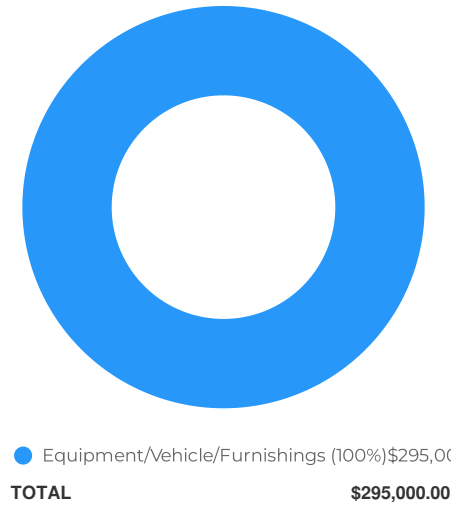
FY2023 Budget
\$295,000

Total Budget (all years)
\$295K

Capital Cost by Year



Capital Cost for Budgeted Years



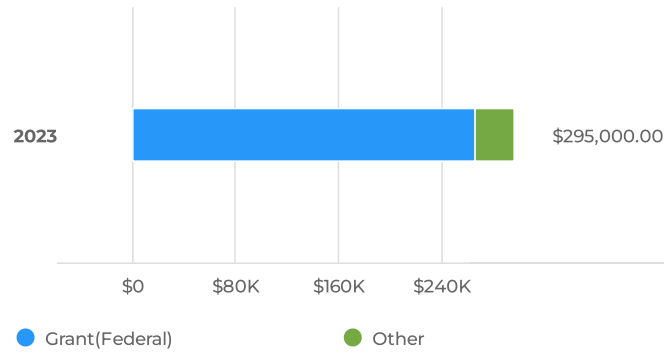
Capital Cost Breakdown	
Capital Cost	FY2023
Equipment/Vehicle/Furnishings	\$295,000
Total	\$295,000

Funding Sources

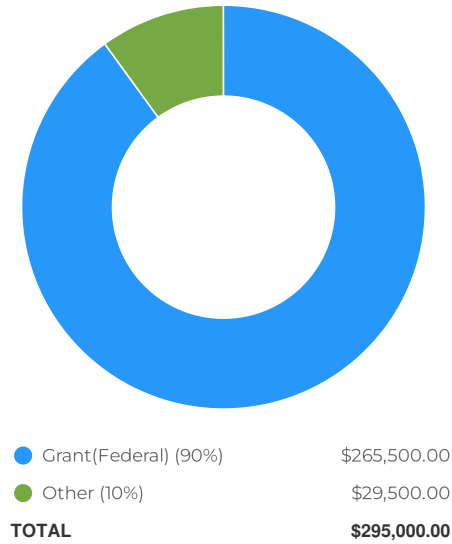
FY2023 Budget
\$295,000

Total Budget (all years)
\$295K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023
Grant(Federal)	\$265,500
Other	\$29,500
Total	\$295,000



T-Hangar Design & Construction

Overview

Submitted By	Dan Shearer, Airport Manager
Request Owner	Dan Shearer, Airport Manager
Est. Start Date	07/01/2026
Est. Completion Date	06/30/2027
Department	Airport Commission
Type	Capital Improvement

Description

Design and construction of a new 6+ bay T-Hangar.

Project work is to be funded principally through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) program.

BIL AIG projects are funded at 90% federally. Local share is 10% (5% if MassDOT contributes their usual 5% share).

Project is to be funded with the remainder of the anticipated FFY23 allocation plus FFY24-26.

FFY	FY	Amount	Status	10% Local	5% Local
22	23	\$295,000	Allocated	\$29,500	\$14,750
23	24	\$295,000	Anticipated	\$29,500	\$14,750
24	25	\$295,000	Anticipated	\$29,500	\$14,750
25	26	\$295,000	Anticipated	\$29,500	\$14,750
26	27	\$295,000	Anticipated	\$29,500	\$14,750

* Funds are allocated annually for five years and expected to be similar to the first year allocation.

Details

Type of Project: New Construction

Benefit to Community

Add rental space for aircraft tenant to help meet demand and encourage additional revenue.

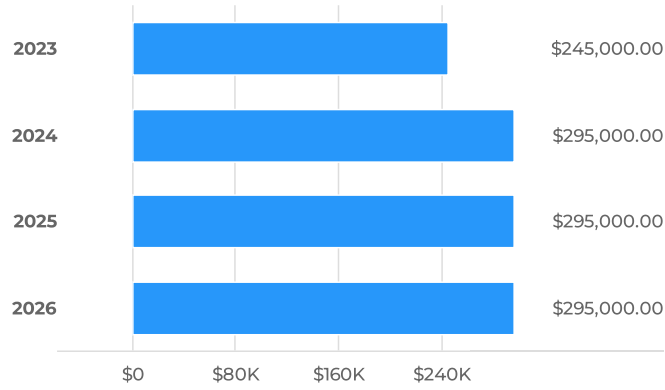


Capital Cost

FY2023 Budget
\$245,000

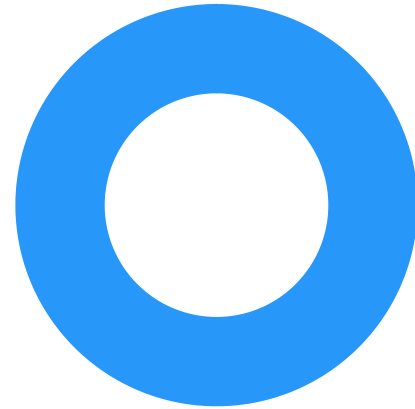
Total Budget (all years)
\$1.13M

Capital Cost by Year



● Other

Capital Cost for Budgeted Years



● Other (100%) \$1,130,000.00

TOTAL \$1,130,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Other	\$245,000	\$295,000	\$295,000	\$295,000
Total	\$245,000	\$295,000	\$295,000	\$295,000

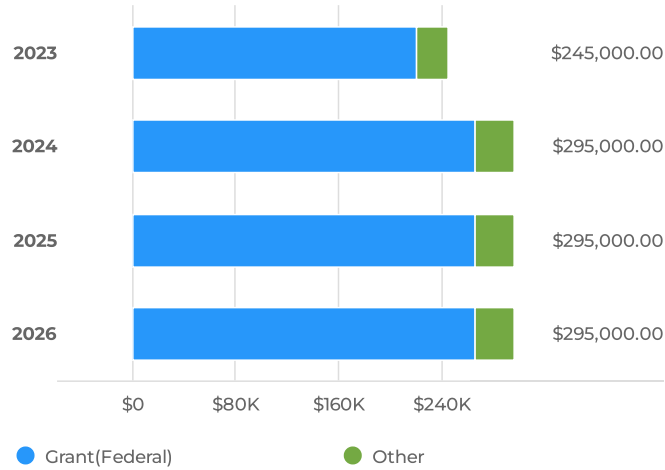


Funding Sources

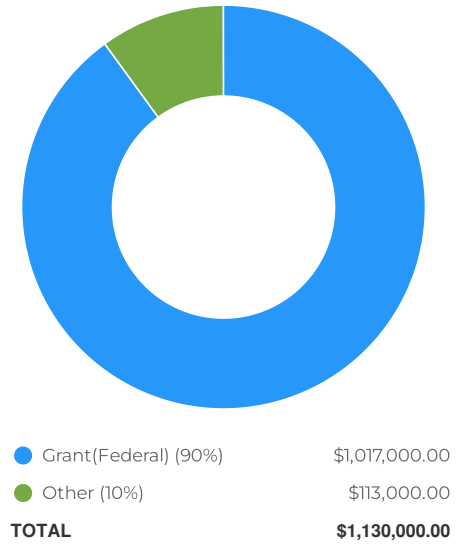
FY2023 Budget
\$245,000

Total Budget (all years)
\$1.13M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
Grant(Federal)	\$220,500	\$265,500	\$265,500	\$265,500
Other	\$24,500	\$29,500	\$29,500	\$29,500
Total	\$245,000	\$295,000	\$295,000	\$295,000



COMMUNITY DEVELOPMEN REQUESTS



High School Baseball Field Fencing Improvements

Overview

Submitted By	Jim McGrath, Project Manager
Request Owner	Jim McGrath, Project Manager
Est. Start Date	07/15/2022
Est. Completion Date	09/15/2022
Department	Community Developmen
Type	Capital Improvement
Project Number	DCD FY23-01

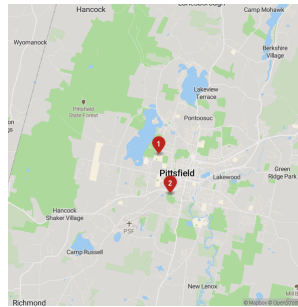
Description

Fencing improvements for both Clapp Park and Taconic High School varsity baseball fields: Seasonal outfield fence for Clapp Park and new backstop for THS baseball field..

Details

Type of Project	Refurbishment
-----------------	---------------

Location



Supplemental Attachments

 [Clapp seasonal fence quote\(/resource/cleargov-prod/projects/documents/33a64c10c8cc79a50c2b.pdf\)](/resource/cleargov-prod/projects/documents/33a64c10c8cc79a50c2b.pdf)

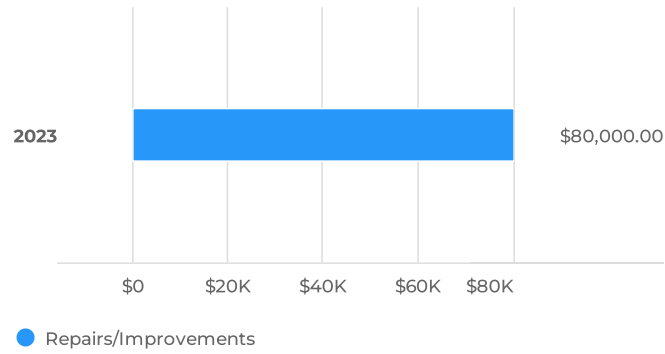
 [THS backstop quote\(/resource/cleargov-prod/projects/documents/968cc7b0ff078c4cba6c.pdf\)](/resource/cleargov-prod/projects/documents/968cc7b0ff078c4cba6c.pdf)

Capital Cost

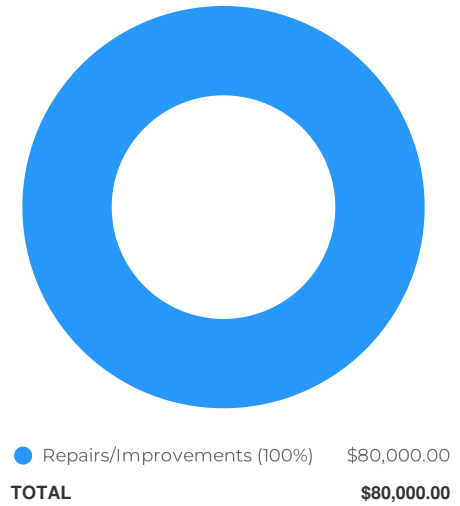
FY2023 Budget
\$80,000

Total Budget (all years)
\$80K

Capital Cost by Year



Capital Cost for Budgeted Years



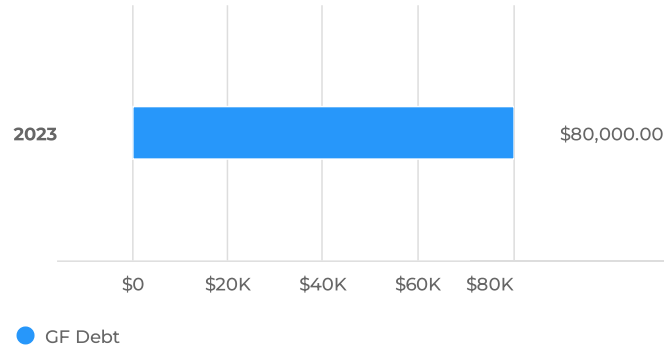
Capital Cost Breakdown	
Capital Cost	FY2023
Repairs/Improvements	\$80,000
Total	\$80,000

Funding Sources

FY2023 Budget
\$80,000

Total Budget (all years)
\$80K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$80,000
Total	\$80,000



Taconic High School Track Upgrades

Overview

Submitted By	Jim McGrath, Project Manager
Request Owner	Jim McGrath, Project Manager
Est. Start Date	07/15/2022
Est. Completion Date	11/01/2022
Department	Community Developmen
Type	Capital Improvement
Project Number	DCD FY23-02

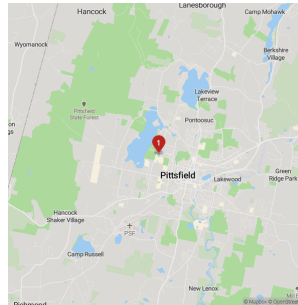
Description

The Taconic High School track needs complete renovation

Details

Type of Project	Replacement
-----------------	-------------

Location

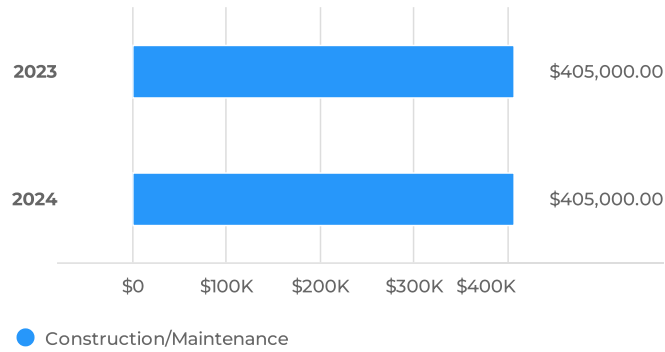


Capital Cost

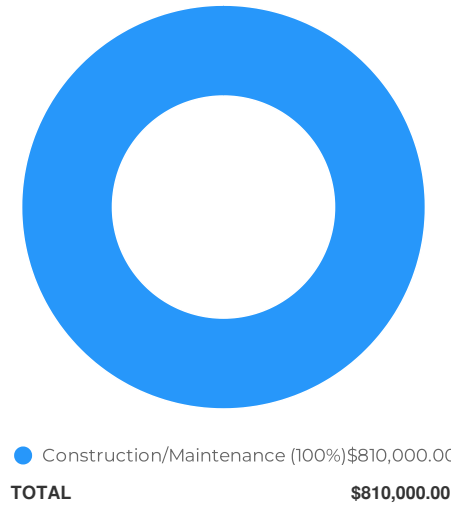
FY2023 Budget
\$405,000

Total Budget (all years)
\$810K

Capital Cost by Year



Capital Cost for Budgeted Years



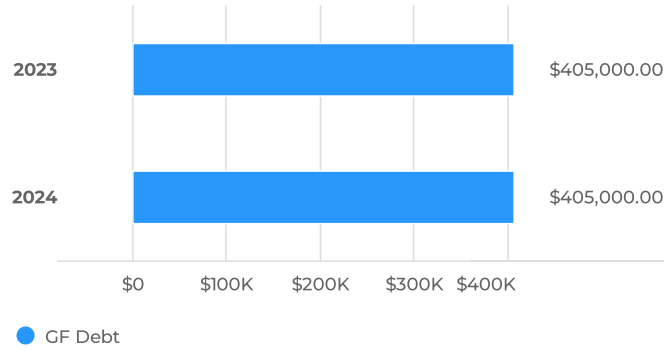
Capital Cost Breakdown		
Capital Cost	FY2023	FY2024
Construction/Maintenance	\$405,000	\$405,000
Total	\$405,000	\$405,000

Funding Sources

FY2023 Budget
\$405,000

Total Budget (all years)
\$810K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024
GF Debt	\$405,000	\$405,000
Total	\$405,000	\$405,000

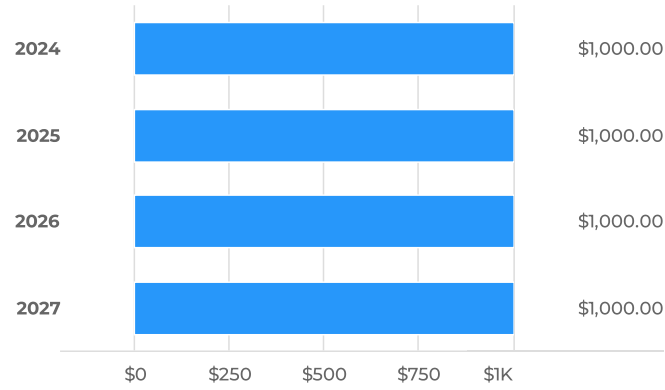


Operational Costs

Total Budget (all years)

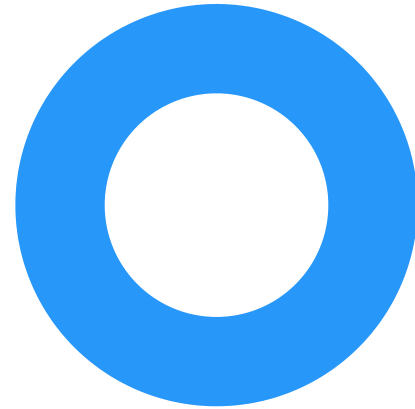
\$4K

Operational Costs by Year



● General Maintenance

Operational Costs for Budgeted Years



● General Maintenance (100%) \$4,000.00

TOTAL \$4,000.00

Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$1,000	\$1,000	\$1,000	\$1,000
Total	\$1,000	\$1,000	\$1,000	\$1,000

Deming Park parking improvements

Overview

Submitted By	Jim McGrath, Project Manager
Request Owner	Jim McGrath, Project Manager
Est. Start Date	07/15/2023
Est. Completion Date	10/15/2023
Department	Community Developmen
Type	Capital Improvement
Project Number	DCD FY23-03

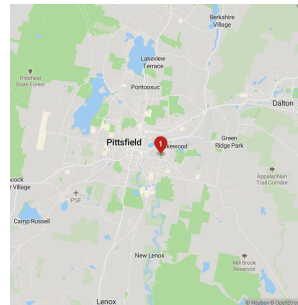
Description

Deming Park suffers from inadequate parking that at times can lead to dangerous encounters between park patrons and motorists. A feasibility study is being undertaken (spring 2022) which will lead to recommendations for improvements along with cost estimates for such.


Details

Type of Project	Refurbishment
-----------------	---------------

Location



Supplemental Attachments

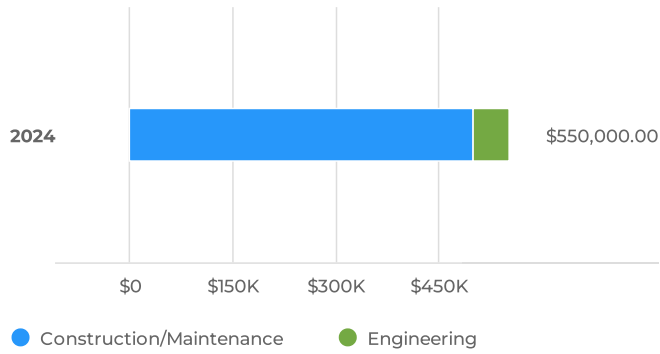
-  [Deming Park parking issue engineering scope of work \(/resource/cleargov-prod/projects/documents/4087b425ff1c77c1af96.pdf\)](/resource/cleargov-prod/projects/documents/4087b425ff1c77c1af96.pdf)

Capital Cost

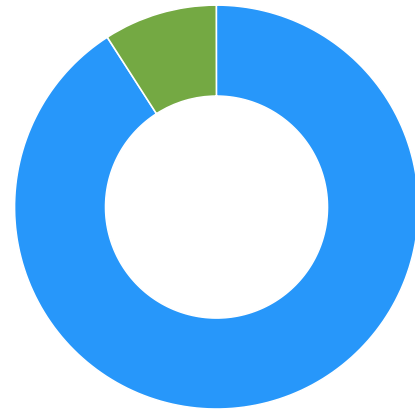
Total Budget (all years)

\$550K

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (91%)	\$500,000.00
Engineering (9%)	\$50,000.00
TOTAL	\$550,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Engineering	\$50,000
Construction/Maintenance	\$500,000
Total	\$550,000

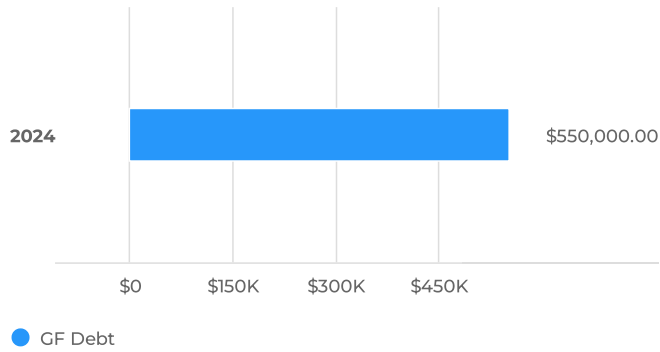


Funding Sources

Total Budget (all years)

\$550K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

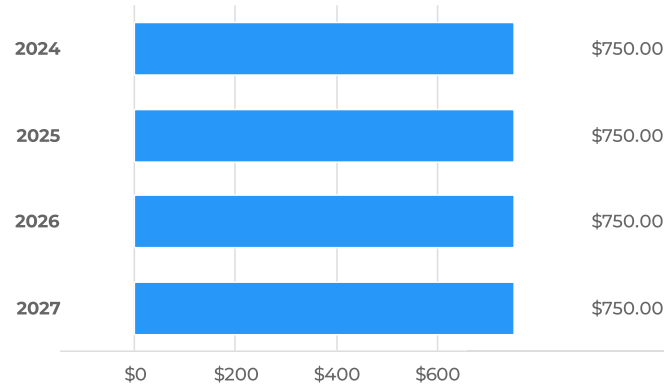
Funding Sources	FY2024
GF Debt	\$550,000
Total	\$550,000

Operational Costs

Total Budget (all years)

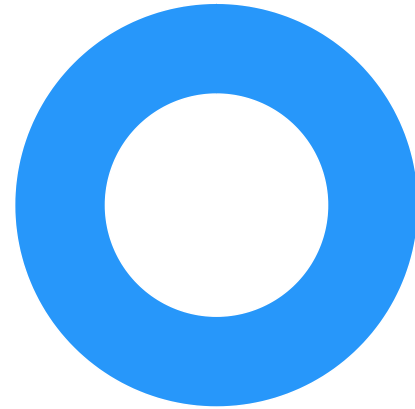
\$3K

Operational Costs by Year



● General Maintenance

Operational Costs for Budgeted Years



● General Maintenance (100%) \$3,000.00

TOTAL \$3,000.00

Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$750	\$750	\$750	\$750
Total	\$750	\$750	\$750	\$750

Develop downtown microgrid

Overview

Request Owner	Matthew Kerwood
Department	Community Developmen
Type	Capital Equipment
Project Number	2023-800

Description

Develop downtown microgrid

Details

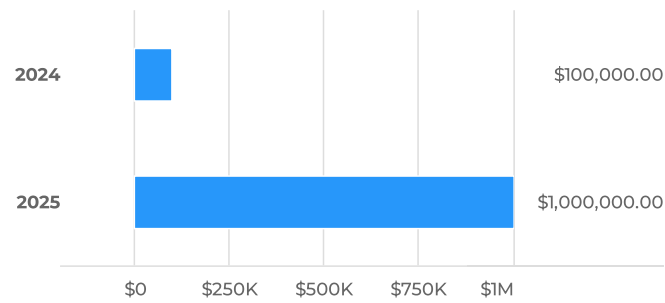
New Purchase or Replacement New Purchase

Capital Cost

Total Budget (all years)

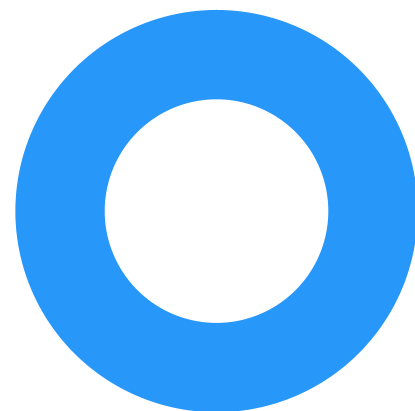
\$1.1M

Capital Cost by Year



● Equipment

Capital Cost for Budgeted Years



● Equipment (100%) \$1,100,000.00
TOTAL **\$1,100,000.00**

Capital Cost Breakdown

Capital Cost	FY2024	FY2025
Equipment	\$100,000	\$1,000,000
Total	\$100,000	\$1,000,000

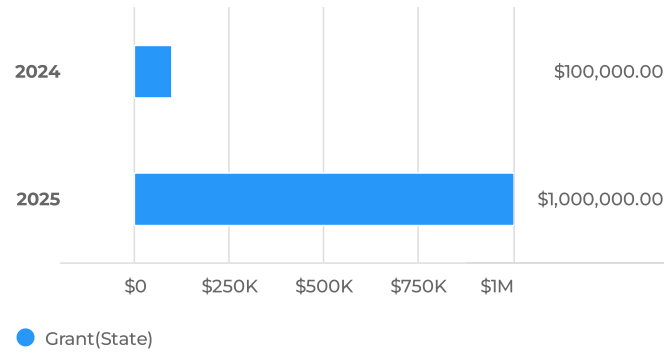


Funding Sources

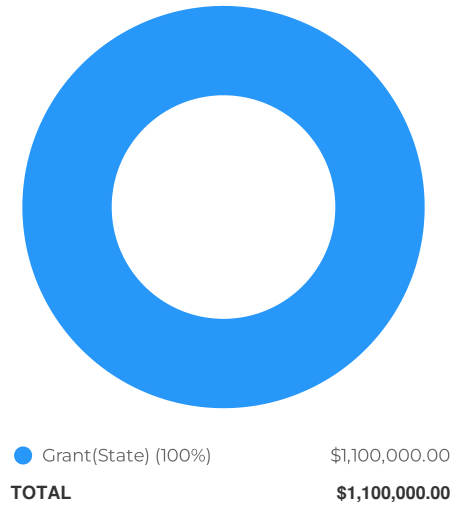
Total Budget (all years)

\$1.1M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024	FY2025
Grant(State)	\$100,000	\$1,000,000
Total	\$100,000	\$1,000,000

Onota Dam improvements

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Community Development
Type	Capital Improvement
Project Number	2023-902

Description

Onota Dam improvements

Details

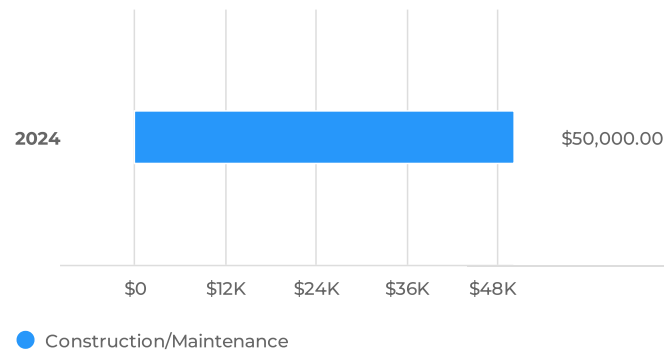
Type of Project	Improvement
-----------------	-------------

Capital Cost

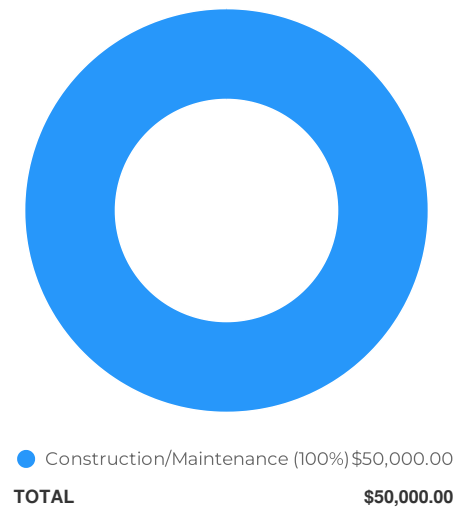
Total Budget (all years)

\$50K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$50,000
Total	\$50,000

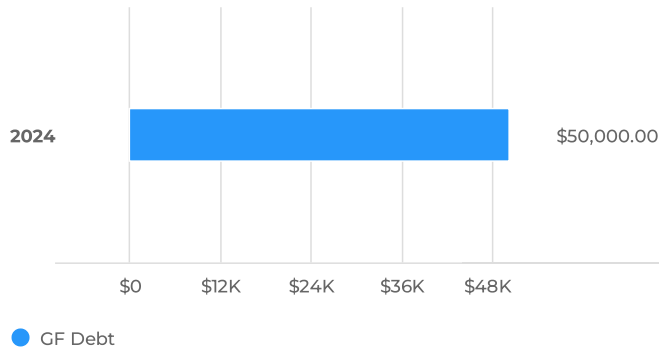


Funding Sources

Total Budget (all years)

\$50K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$50,000
Total	\$50,000

Lakewood Park Parking Improvements

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Community Development
Type	Capital Improvement
Project Number	2023-904

Description

Lakewood Park Parking Improvements

Details

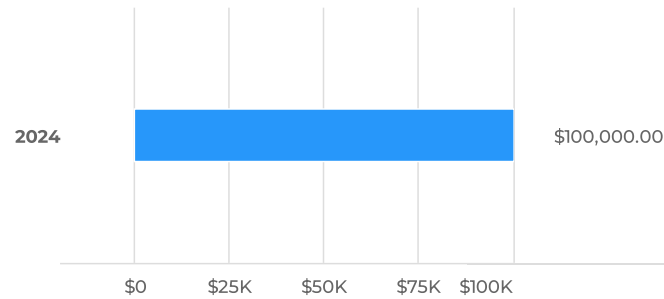
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

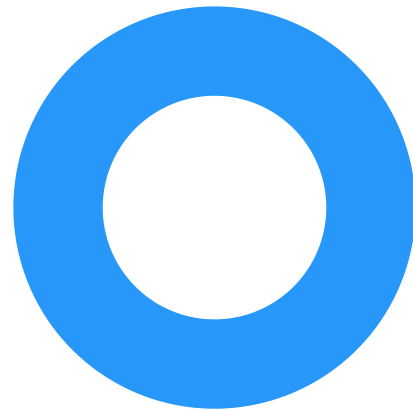
\$100K

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$100,000.00

TOTAL \$100,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$100,000
Total	\$100,000

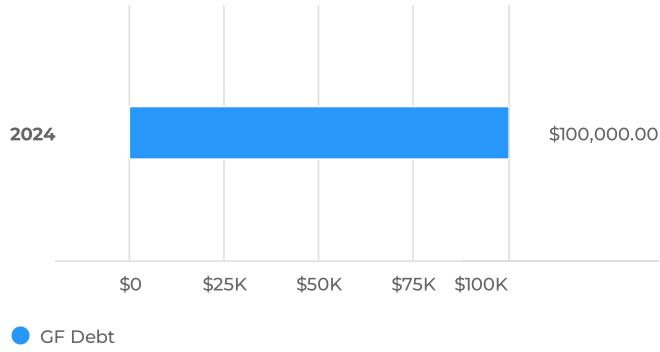


Funding Sources

Total Budget (all years)

\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$100,000
Total	\$100,000

Construct Pickleball Facility

Overview

Request Owner	Matthew Kerwood
Department	Community Development
Type	Capital Improvement
Project Number	2023-903

Description

Construct Pickleball Facility

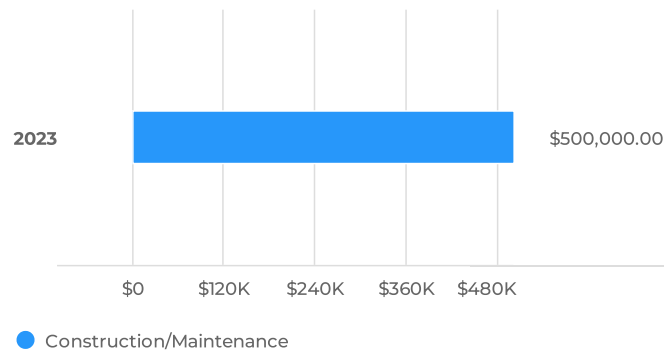
Details

Type of Project	Improvement
-----------------	-------------

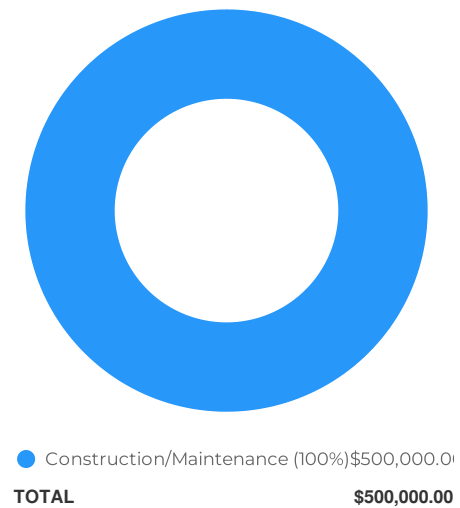
Capital Cost

FY2023 Budget	Total Budget (all years)
\$500,000	\$500K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Construction/Maintenance	\$500,000
Total	\$500,000

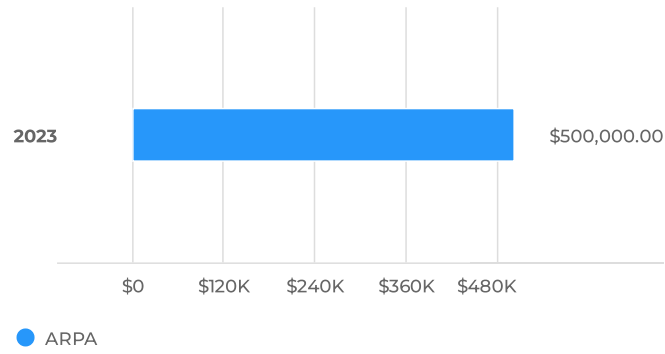


Funding Sources

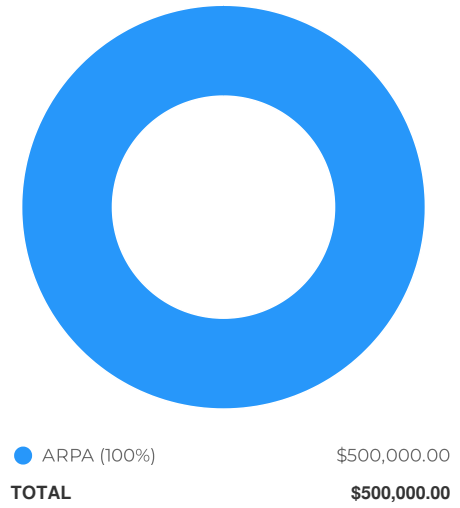
FY2023 Budget
\$500,000

Total Budget (all years)
\$500K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
ARPA	\$500,000
Total	\$500,000

Bike Path Environmental Permitting & Engineering Design

Overview

Request Owner: Matthew Kerwood
 Department: Community Development
 Type: Capital Improvement
 Project Number: 2023-906

Description

Bike Path Middle Section (Crane Ave to Merrill Rd) Environmental Permitting & Engineering Design

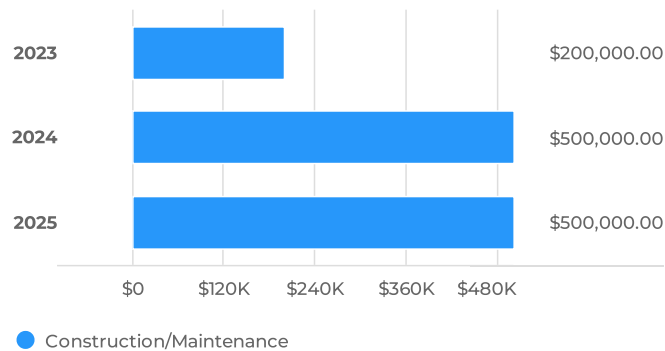
Details

Type of Project: Improvement

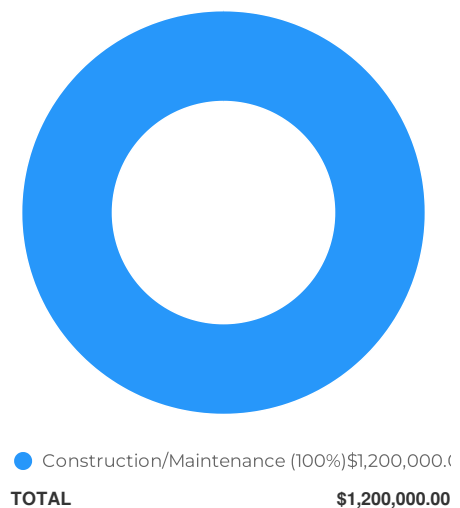
Capital Cost

FY2023 Budget: **\$200,000**
 Total Budget (all years): **\$1.2M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025
Construction/Maintenance	\$200,000	\$500,000	\$500,000
Total	\$200,000	\$500,000	\$500,000

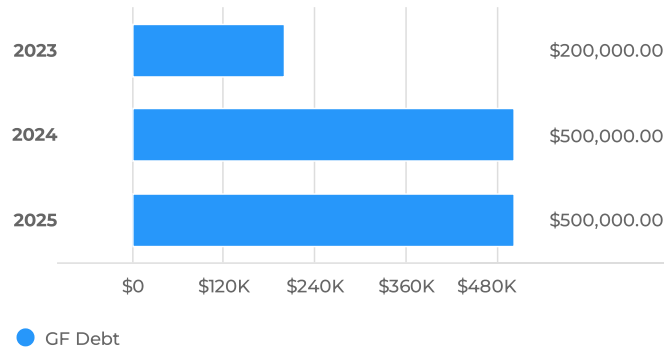


Funding Sources

FY2023 Budget
\$200,000

Total Budget (all years)
\$1.2M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025
GF Debt	\$200,000	\$500,000	\$500,000
Total	\$200,000	\$500,000	\$500,000



Improve Lebanon Park playground

Overview

Request Owner	Matthew Kerwood
Department	Community Development
Type	Capital Improvement
Project Number	2023-909

Description

Improve Lebanon Park playground

Details

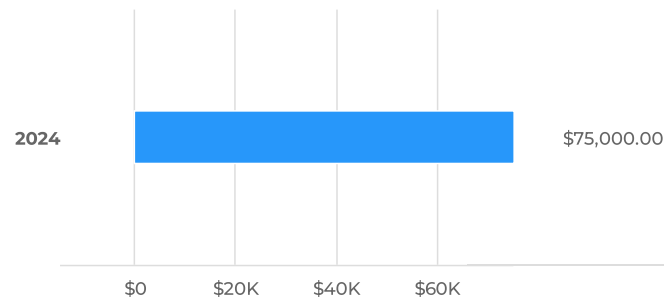
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

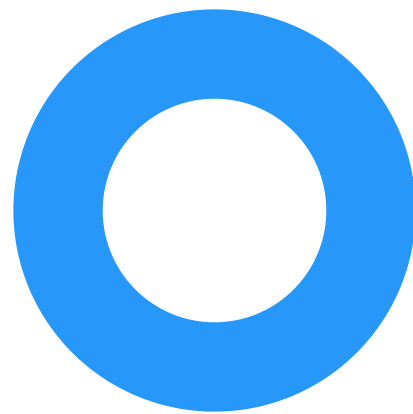
\$75K

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$75,000.00

TOTAL \$75,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$75,000
Total	\$75,000

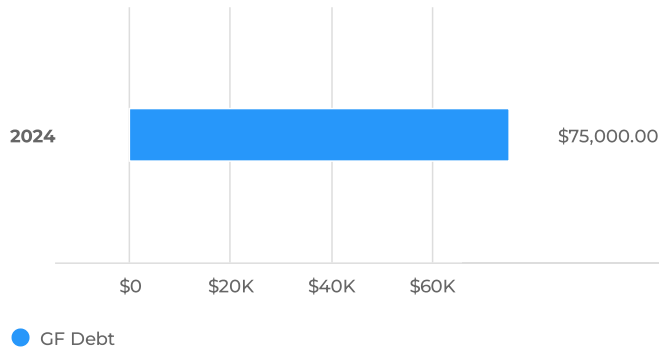


Funding Sources

Total Budget (all years)

\$75K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$75,000
Total	\$75,000

Osceola Park Playground and Parking Improvements

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Community Development
Type	Capital Improvement
Project Number	2023-908

Description

Osceola Park Playground and Parking Improvements

Details

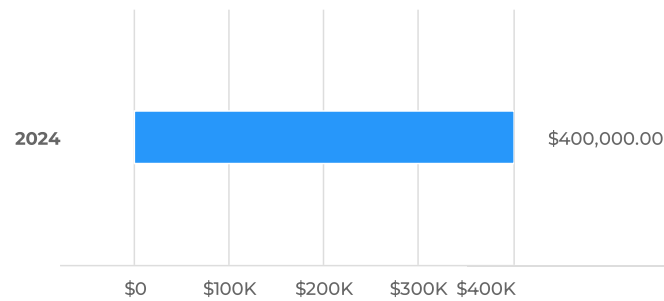
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

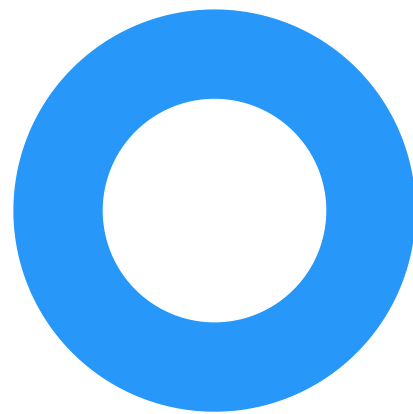
\$400K

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$400,000.0

TOTAL \$400,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$400,000
Total	\$400,000

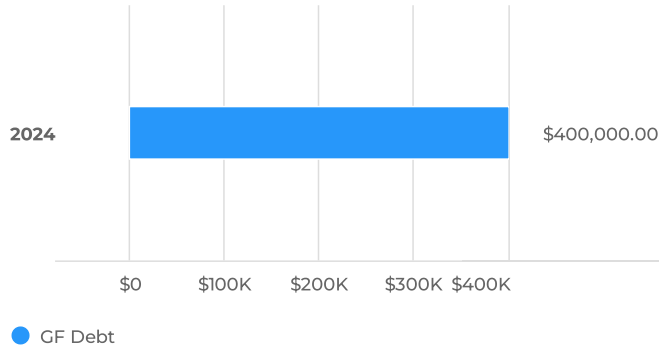


Funding Sources

Total Budget (all years)

\$400K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$400,000
Total	\$400,000

Rehabilitate Springside Pond

Overview

Request Owner	Matthew Kerwood
Department	Community Development
Type	Capital Improvement
Project Number	2023-915

Description

Rehabilitate Springside Pond

Details

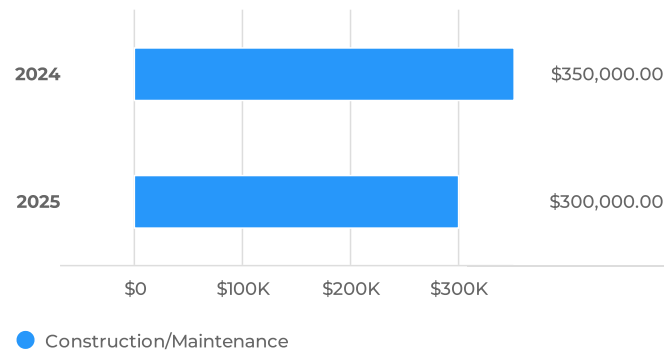
Type of Project	Improvement
-----------------	-------------

Capital Cost

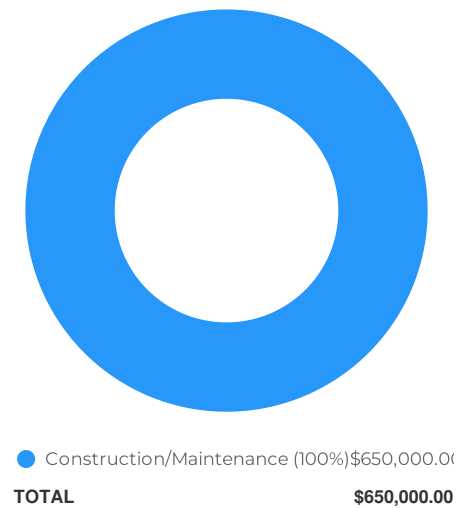
Total Budget (all years)

\$650K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024	FY2025
Construction/Maintenance	\$350,000	\$300,000
Total	\$350,000	\$300,000

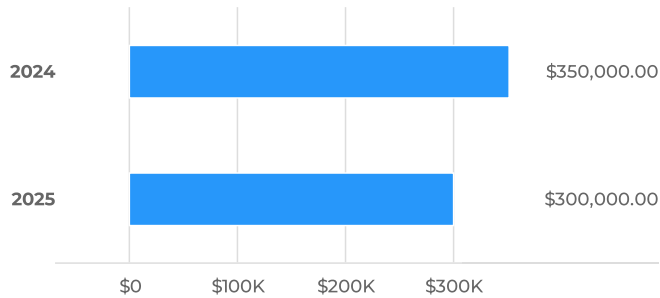


Funding Sources

Total Budget (all years)

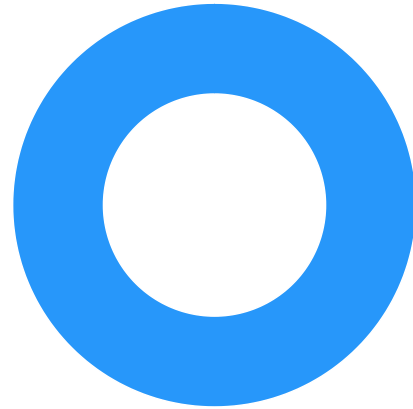
\$650K

Funding Sources by Year



● ARPA

Funding Sources for Budgeted Years



● ARPA (100%)

\$650,000.00

TOTAL

\$650,000.00

Funding Sources Breakdown

Funding Sources	FY2024	FY2025
ARPA	\$350,000	\$300,000
Total	\$350,000	\$300,000

Improve Pontoosuc Lake Park

Overview

Request Owner: Ricardo Morales, Commissioner
 Department: Community Development
 Type: Capital Improvement
 Project Number: 2023-914

Description

Improve Pontoosuc Lake Park

Details

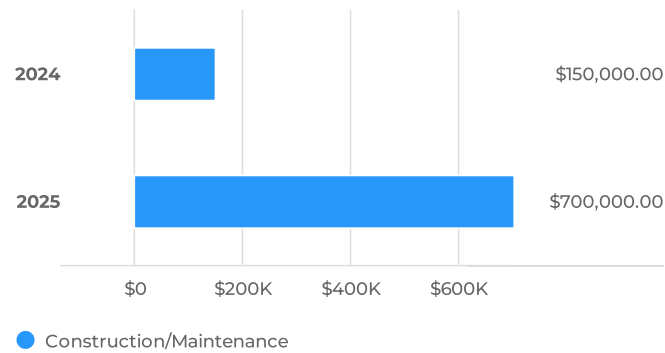
Type of Project: Improvement

Capital Cost

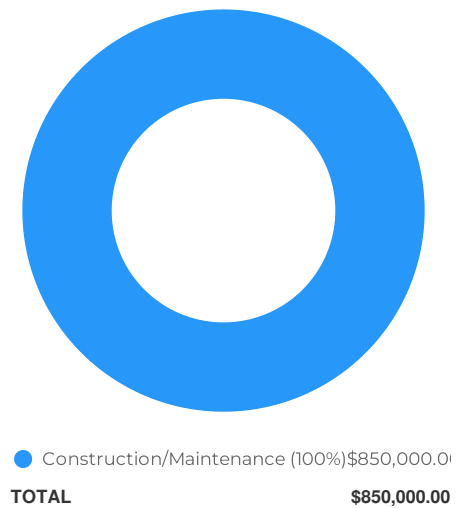
Total Budget (all years)

\$850K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	FY2025
Construction/Maintenance	\$150,000	\$700,000
Total	\$150,000	\$700,000

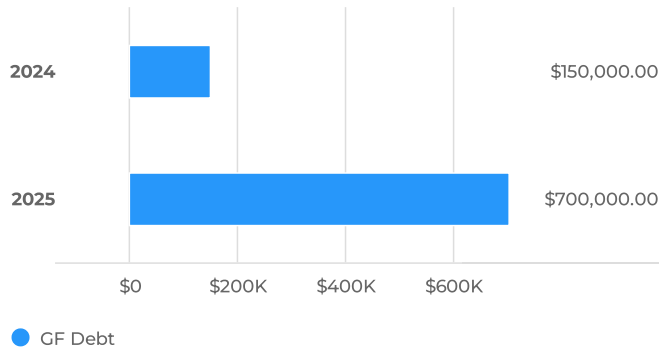


Funding Sources

Total Budget (all years)

\$850K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	FY2025
GF Debt	\$150,000	\$700,000
Total	\$150,000	\$700,000

Restore Springside House

Overview

Request Owner	Matthew Kerwood
Department	Community Development
Type	Capital Improvement
Project Number	2023-612

Description

Restore Springside House

Details

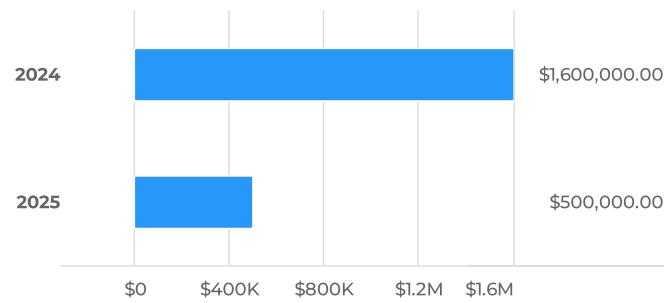
Type of Project: Improvement

Capital Cost

Total Budget (all years)

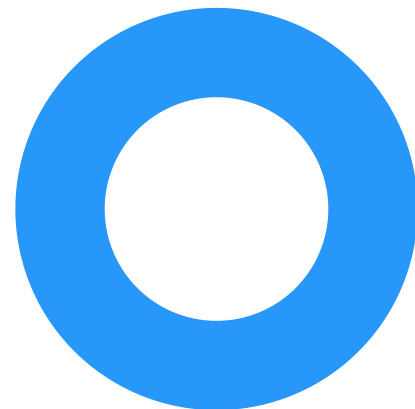
\$2.1M

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$2,100,000.00

TOTAL \$2,100,000.00

Capital Cost Breakdown

Capital Cost	FY2024	FY2025
Repairs/Improvements	\$1,600,000	\$500,000
Total	\$1,600,000	\$500,000

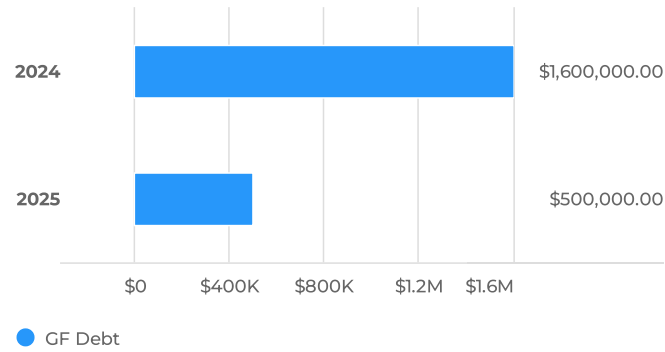


Funding Sources

Total Budget (all years)

\$2.1M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024	FY2025
GF Debt	\$1,600,000	\$500,000
Total	\$1,600,000	\$500,000

MAINTENANCE - CITY REQUESTS



BMD City - Structural Repairs Entrances to City Hall

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	2023-1

Description

Structural repairs including replacement of hand railings at both the Fenn St and rear entrances

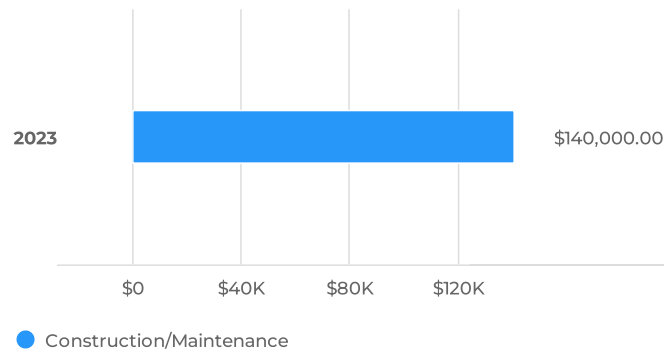
Details

Type of Project Replacement

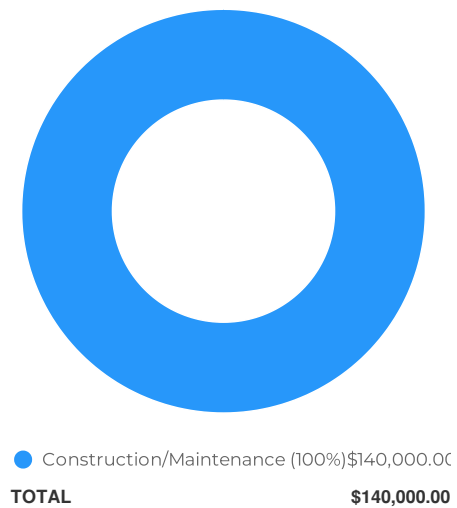
Capital Cost

FY2023 Budget **\$140,000** Total Budget (all years) **\$140K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown	
Capital Cost	FY2023
Construction/Maintenance	\$140,000
Total	\$140,000

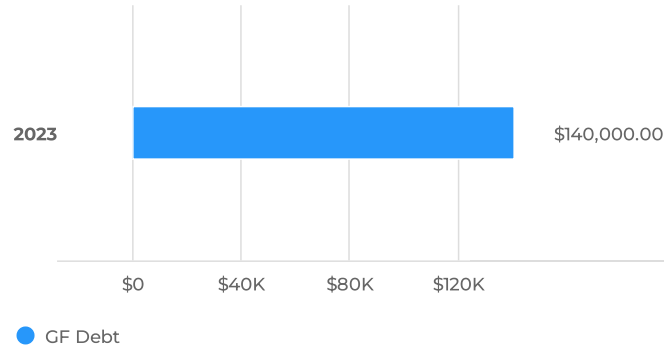


Funding Sources

FY2023 Budget
\$140,000

Total Budget (all years)
\$140K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$140,000
Total	\$140,000



Operational Costs

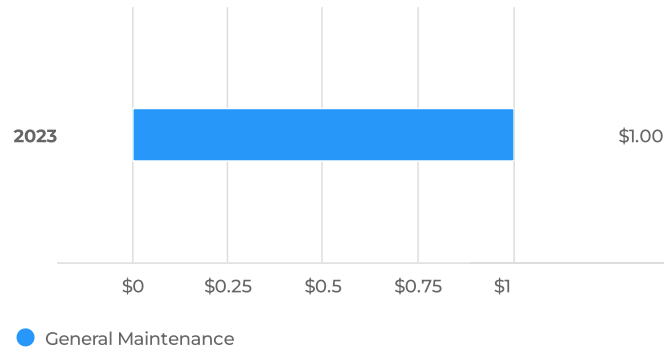
FY2023 Budget

\$1

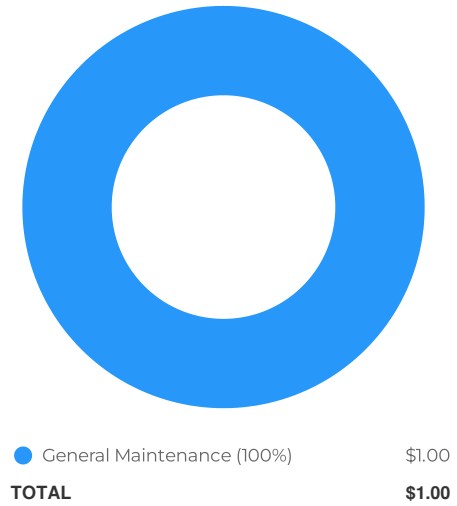
Total Budget (all years)

\$1

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023
General Maintenance	\$1
Total	\$1

BMD City - Carpet Replacement (Library)

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	2023-2

Description

Continuation of FY22 Capital request of \$260K (children's area) for other areas needing carpet replacement. In an effort to simplify the new capital app since the FY22 request was not approved, and to keep this item in unity in the plan, I am re-submitting the \$260K as FY23 and then \$100K for each of the 3 years to follow.

Details

Type of Project	Replacement
-----------------	-------------

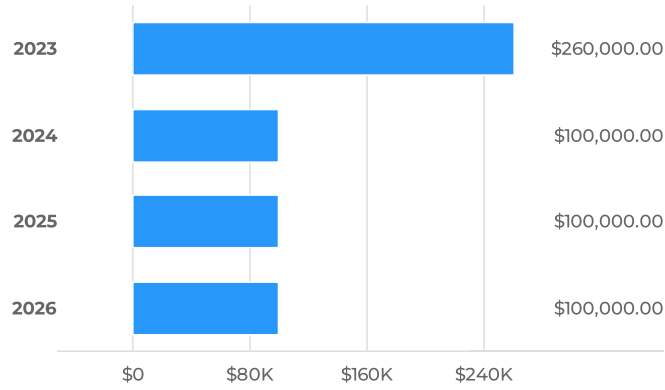


Capital Cost

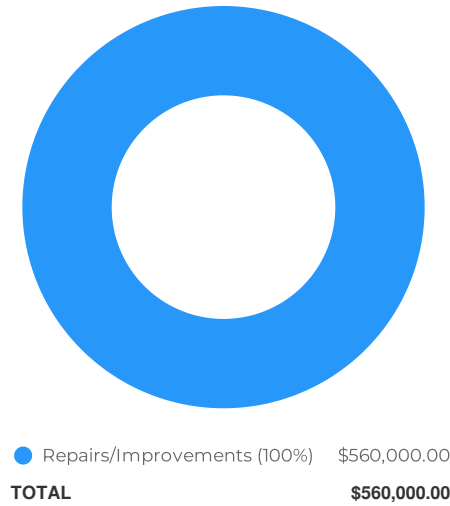
FY2023 Budget
\$260,000

Total Budget (all years)
\$560K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

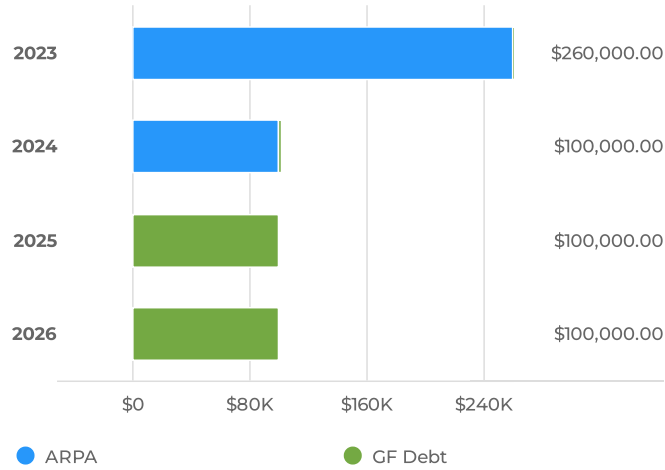
Capital Cost	FY2023	FY2024	FY2025	FY2026
Repairs/Improvements	\$260,000	\$100,000	\$100,000	\$100,000
Total	\$260,000	\$100,000	\$100,000	\$100,000

Funding Sources

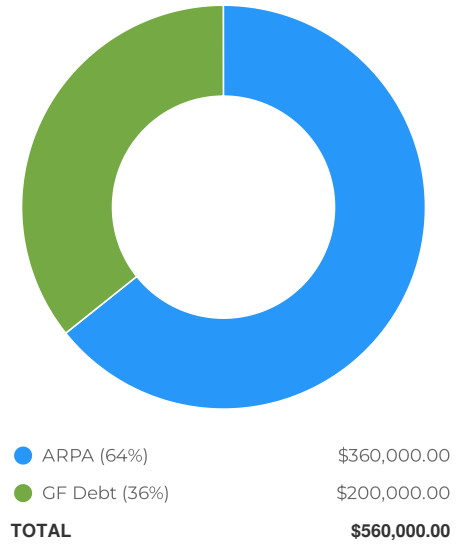
FY2023 Budget
\$260,000

Total Budget (all years)
\$560K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
GF Debt			\$100,000	\$100,000
ARPA	\$260,000	\$100,000		
Total	\$260,000	\$100,000	\$100,000	\$100,000

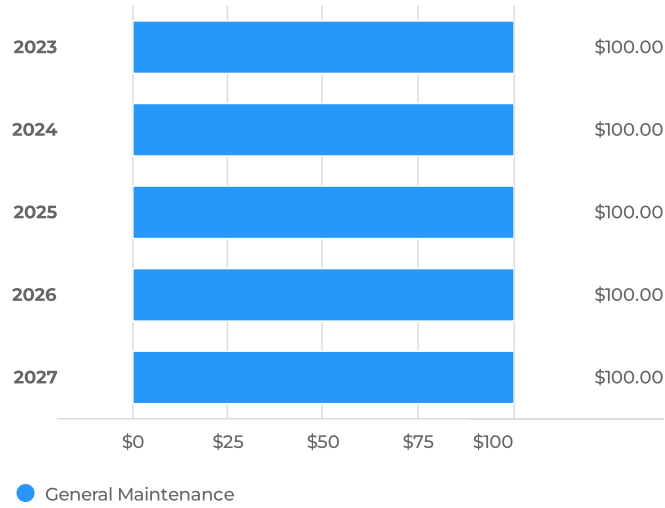


Operational Costs

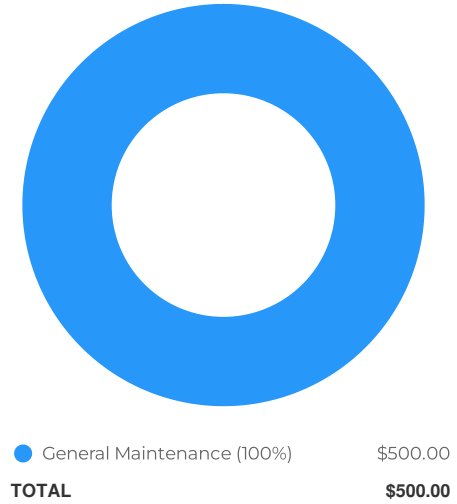
FY2023 Budget
\$100

Total Budget (all years)
\$500

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$100	\$100	\$100	\$100	\$100
Total	\$100	\$100	\$100	\$100	\$100



BMD City - Window Replacements (Fire)

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	2023-3

Description

The cost of removal, purchase of and installation of new windows for the fire stations known as Engine 2 Somerset Ave and E6 Holmes Rd. This request also includes the cost of any abatement during removal of the old windows as well.

Engine 1 W Housatonic St is already out for bid in FY22 and is not included in this submittal. This request coincides with 2023-4 for mini-split units to be purchased and installed at each station for air quality and efficiency.

Details

Type of Project	New Construction
-----------------	------------------

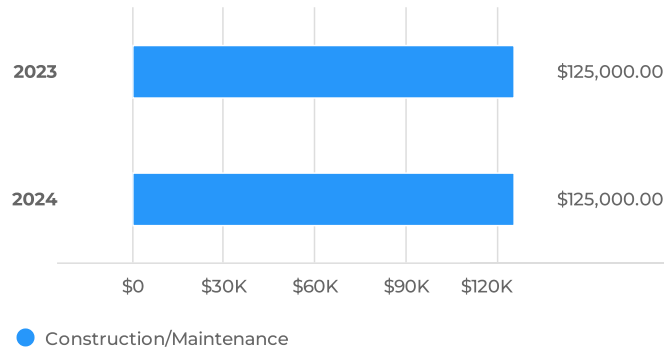


Capital Cost

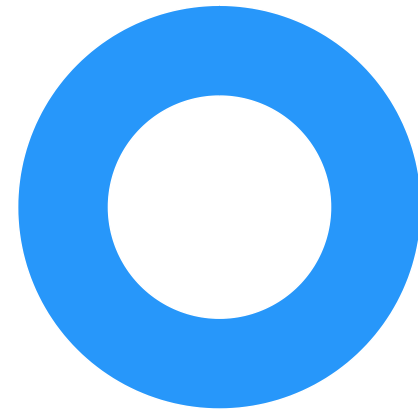
FY2023 Budget
\$125,000

Total Budget (all years)
\$250K

Capital Cost by Year



Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$250,000.00
TOTAL \$250,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024
Construction/Maintenance	\$125,000	\$125,000
Total	\$125,000	\$125,000

Funding Sources

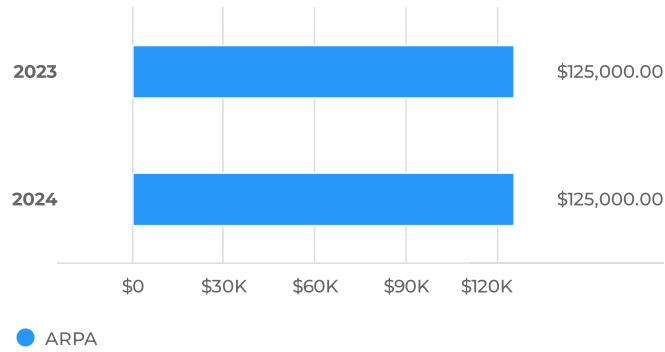
FY2023 Budget

\$125,000

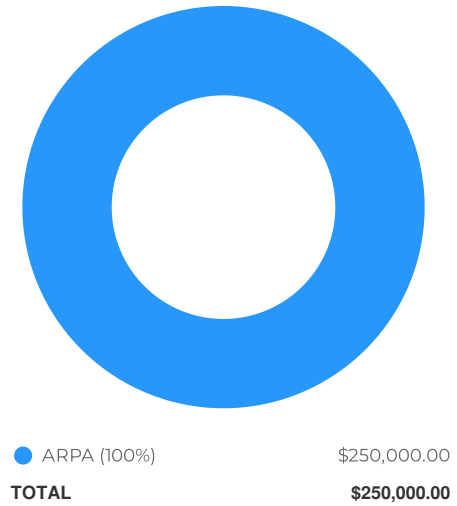
Total Budget (all years)

\$250K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024
ARPA	\$125,000	\$125,000
Total	\$125,000	\$125,000

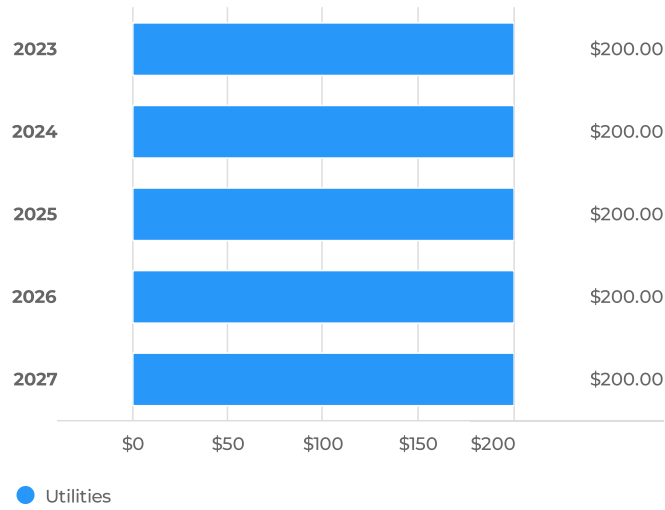


Operational Costs

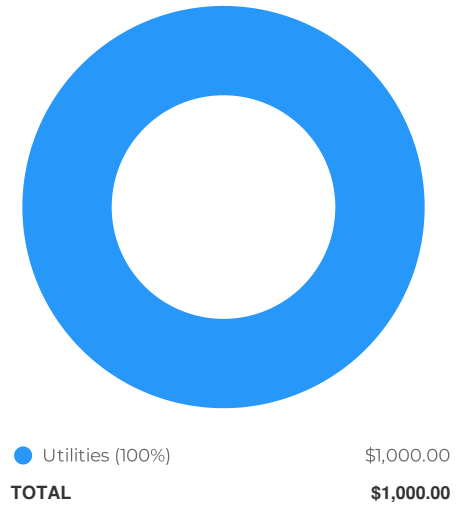
FY2023 Budget
\$200

Total Budget (all years)
\$1K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
Utilities	\$200	\$200	\$200	\$200	\$200
Total	\$200	\$200	\$200	\$200	\$200



BMD City - Mini Split Units for Fire Stations

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	2023-4

Description

Purchase and installation of mini split units for the following Fire stations: E1 West Housatonic, E2 Somerset Ave, E6 Holmes Rd. This will include any electrical upgrade needed as a result. This request coincides with 2023-3 for Window replacements at each of these stations to improve air quality and efficiency. Please note that FY23 is doubled for E1 and either E2 or E6 since E1 window replacement is already out for bid in FY22 with work projected to work in April 2022.

Details

Type of Project	New Construction
-----------------	------------------

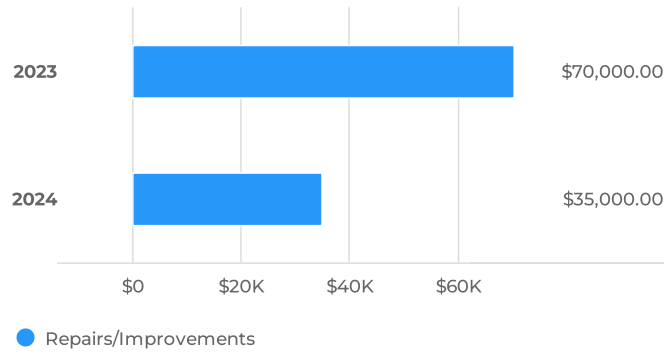


Capital Cost

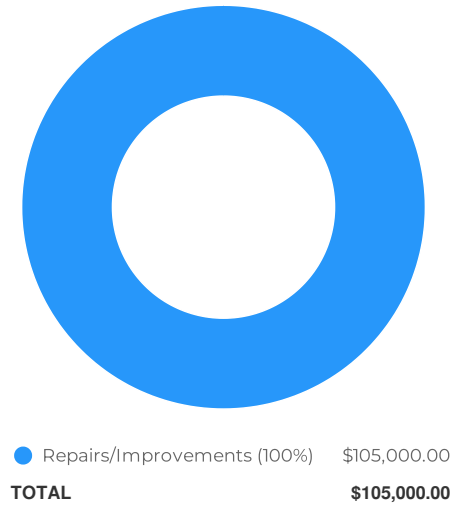
FY2023 Budget
\$70,000

Total Budget (all years)
\$105K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024
Repairs/Improvements	\$70,000	\$35,000
Total	\$70,000	\$35,000

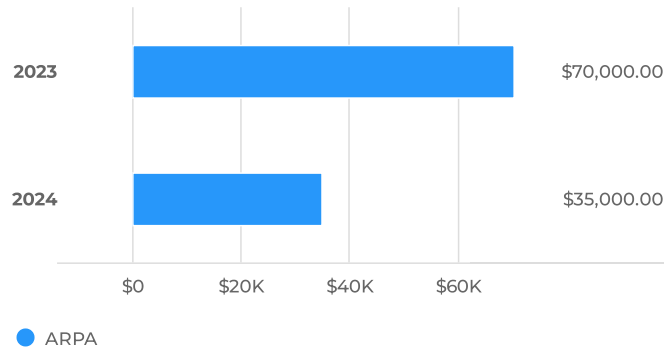


Funding Sources

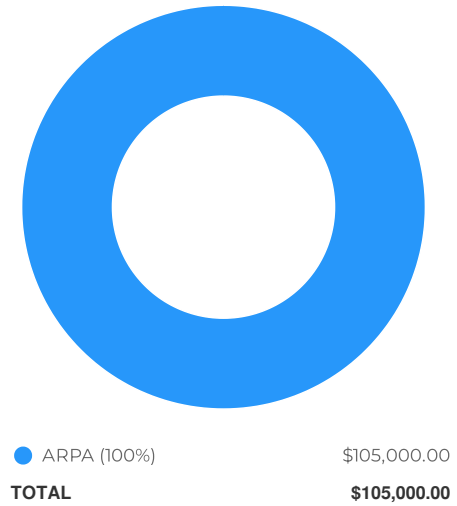
FY2023 Budget
\$70,000

Total Budget (all years)
\$105K

Funding Sources by Year



Funding Sources for Budgeted Years



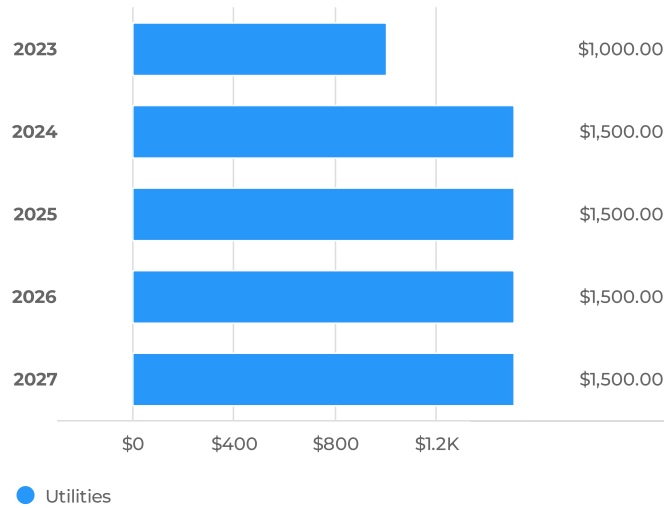
Funding Sources Breakdown		
Funding Sources	FY2023	FY2024
ARPA	\$70,000	\$35,000
Total	\$70,000	\$35,000

Operational Costs

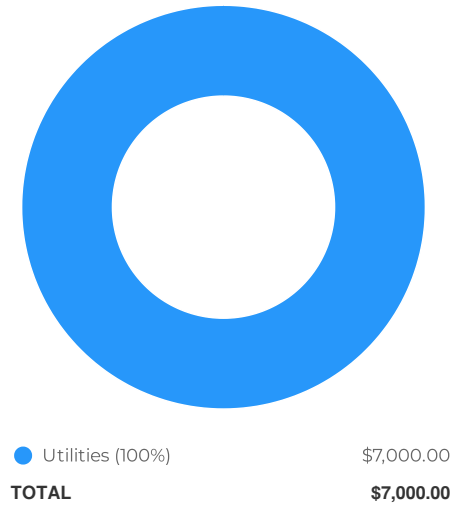
FY2023 Budget
\$1,000

Total Budget (all years)
\$7K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
Utilities	\$1,000	\$1,500	\$1,500	\$1,500	\$1,500
Total	\$1,000	\$1,500	\$1,500	\$1,500	\$1,500



BMD City - R2 Ventilation System Replacement (SR CTR)

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	2023-5

Description

The R2 ventilation system is outdated and no longer supported and requires a system wide upgrade. The issue is the system is still on Windows 7.41 which is an obsolete platform.

Details

Type of Project	Replacement
-----------------	-------------

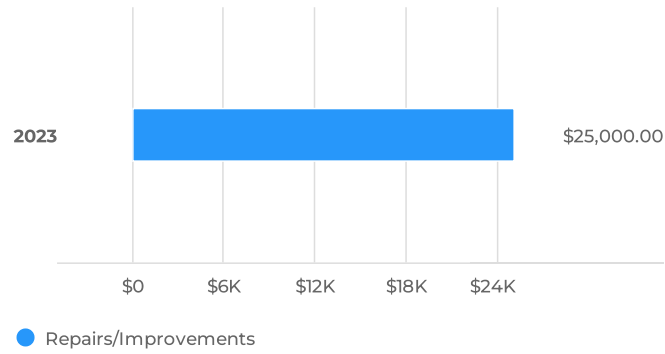


Capital Cost

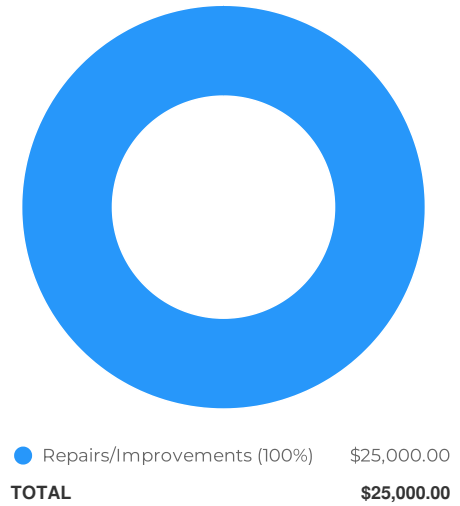
FY2023 Budget
\$25,000

Total Budget (all years)
\$25K

Capital Cost by Year



Capital Cost for Budgeted Years



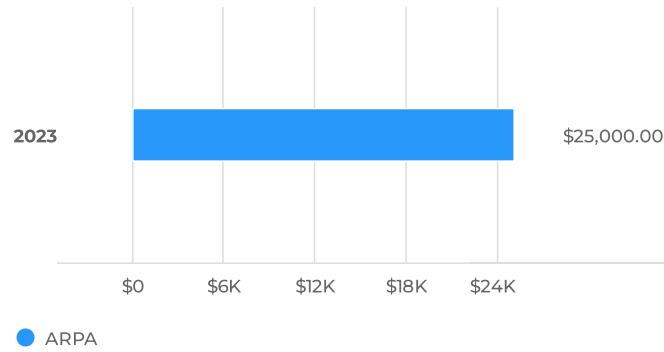
Capital Cost Breakdown	
Capital Cost	FY2023
Repairs/Improvements	\$25,000
Total	\$25,000

Funding Sources

FY2023 Budget
\$25,000

Total Budget (all years)
\$25K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

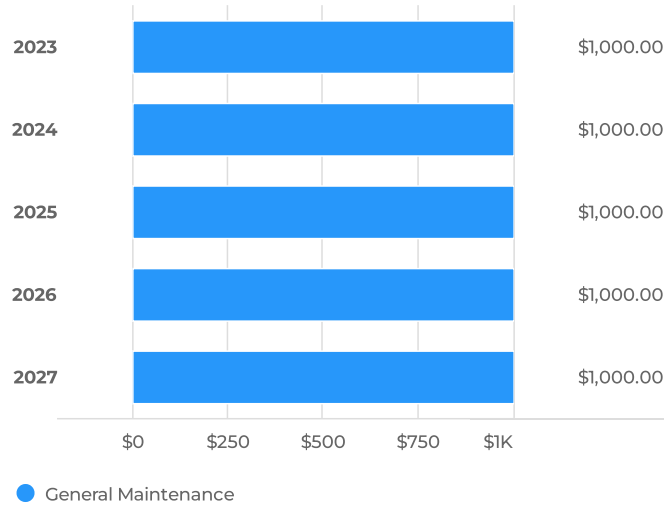
Funding Sources	FY2023
ARPA	\$25,000
Total	\$25,000

Operational Costs

FY2023 Budget
\$1,000

Total Budget (all years)
\$5K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Total	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000

Headquarters Stone Foundation Repair

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	FD04

Description

Inspect and repair stone foundation at 74 Columbus Ave. The stone foundation is failing.

Details

Type of Project	Refurbishment
-----------------	---------------

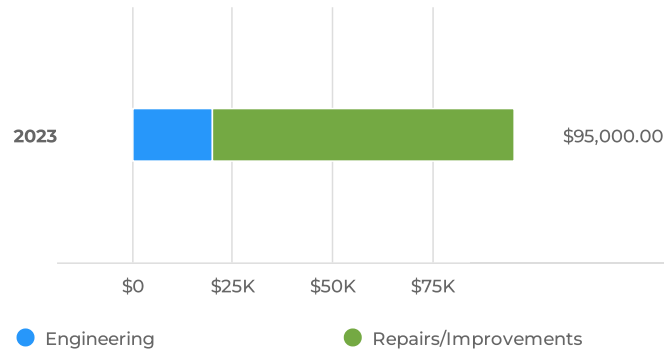


Capital Cost

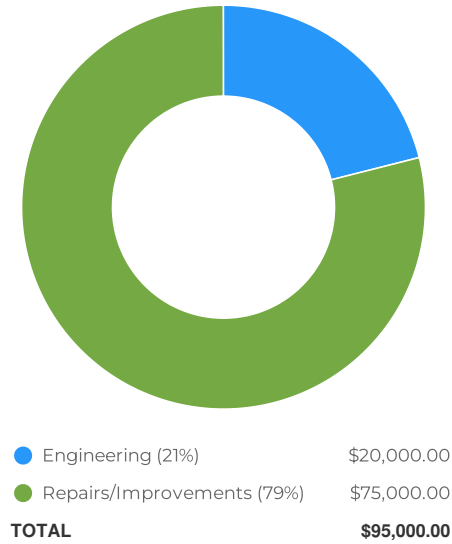
FY2023 Budget
\$95,000

Total Budget (all years)
\$95K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$20,000
Repairs/Improvements	\$75,000
Total	\$95,000

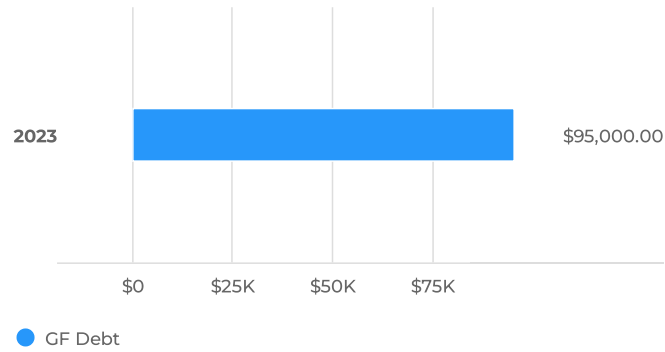


Funding Sources

FY2023 Budget
\$95,000

Total Budget (all years)
\$95K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$95,000
Total	\$95,000

E2 MECHANICS BAY FLOOR

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Est. Start Date	08/01/2022
Est. Completion Date	04/28/2023
Department	Maintenance - City
Type	Capital Improvement
Project Number	FD05

Description

MECHANICS BAY FLOOR IS SLANTED AND IS UNSAFE WHEN HAVE TO PUT TRUCKS ON LIFT NON OSHA COMPLIANT

Details

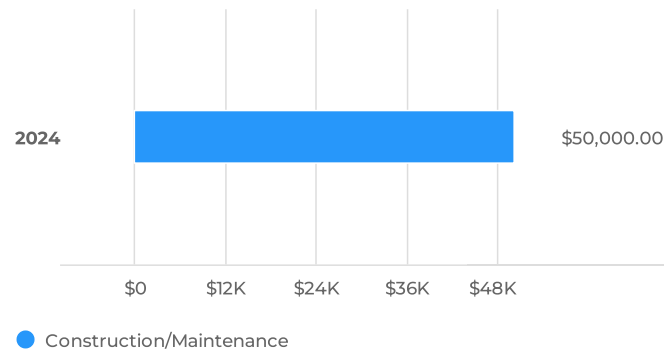
Type of Project Replacement

Capital Cost

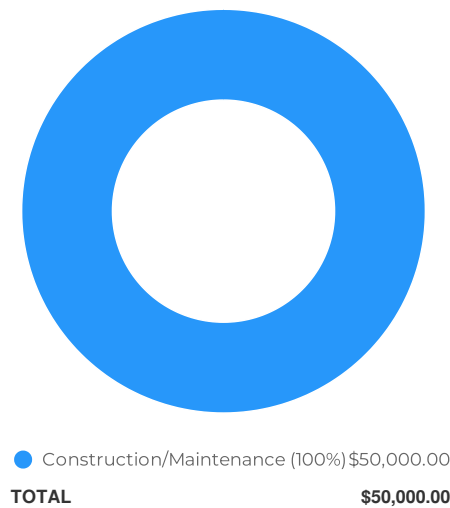
Total Budget (all years)

\$50K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$50,000
Total	\$50,000

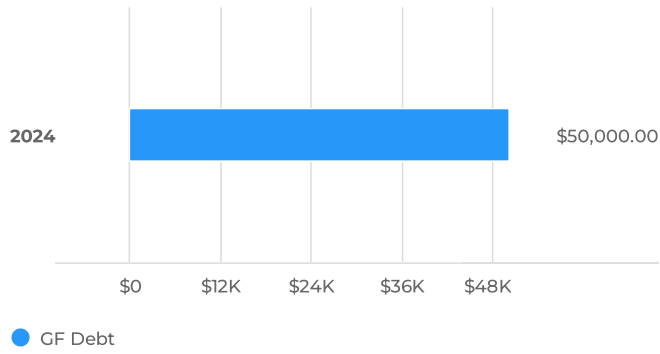


Funding Sources

Total Budget (all years)

\$50K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024
GF Debt	\$50,000
Total	\$50,000

KITCHEN UPGRADES ALL FIRE STATIONS

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Est. Start Date	07/01/2022
Est. Completion Date	04/19/2027
Department	Maintenance - City
Type	Capital Improvement
Project Number	FD06

Description

COMPLETE KITCHEN UPGRADES TO ALL STATIONS TO INCLUDE FLOORS

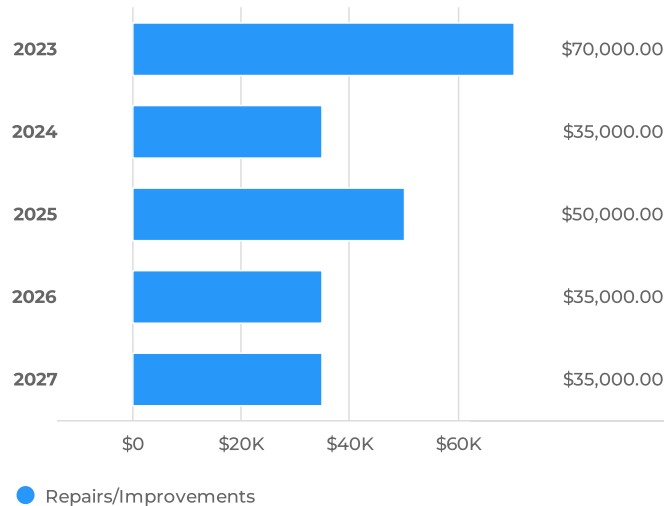
Details

Type of Project Refurbishment

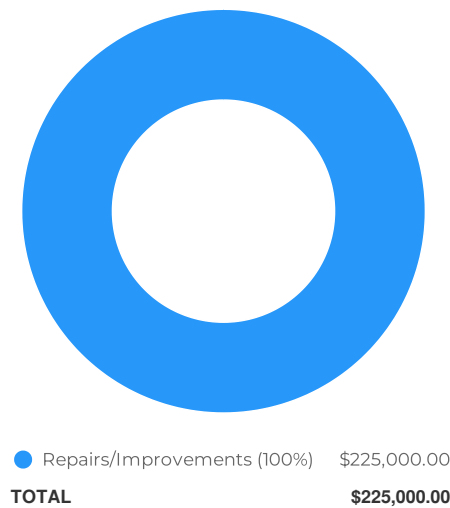
Capital Cost

FY2023 Budget **\$70,000** Total Budget (all years) **\$225K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Repairs/Improvements	\$70,000	\$35,000	\$50,000	\$35,000	\$35,000
Total	\$70,000	\$35,000	\$50,000	\$35,000	\$35,000

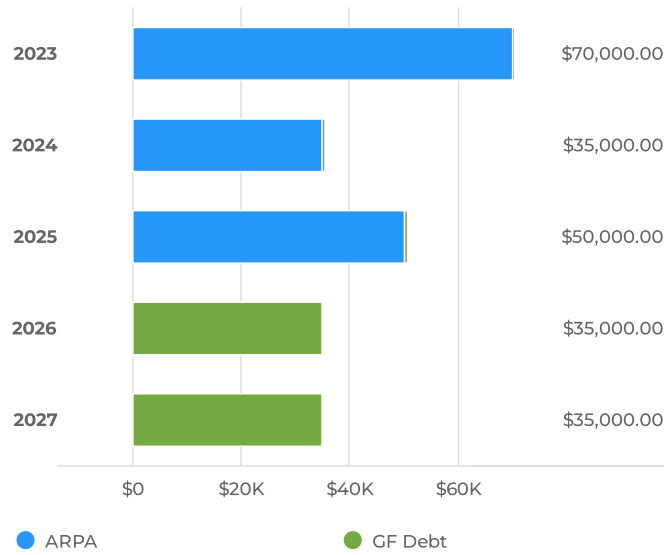


Funding Sources

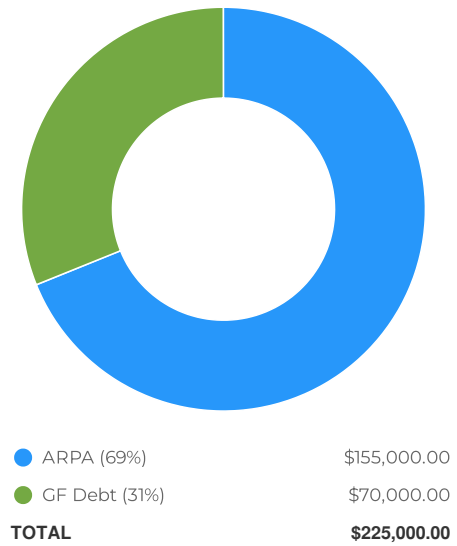
FY2023 Budget
\$70,000

Total Budget (all years)
\$225K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt				\$35,000	\$35,000
ARPA	\$70,000	\$35,000	\$50,000		
Total	\$70,000	\$35,000	\$50,000	\$35,000	\$35,000



FIRE HQ REAR ENTRANCE

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Est. Start Date	08/08/2022
Est. Completion Date	12/21/2022
Department	Maintenance - City
Type	Capital Improvement
Project Number	FD08

Description

HQ REAR ENTRANCE SIDEWALK HAS SUNKEN IN AND IS VERY DANGEROUS FOR BOTH EMPLOYEES WHO ARE ENTERING ALONG WITH PUBLIC WHO ENTER BUILDING

Details

Type of Project	Replacement
-----------------	-------------

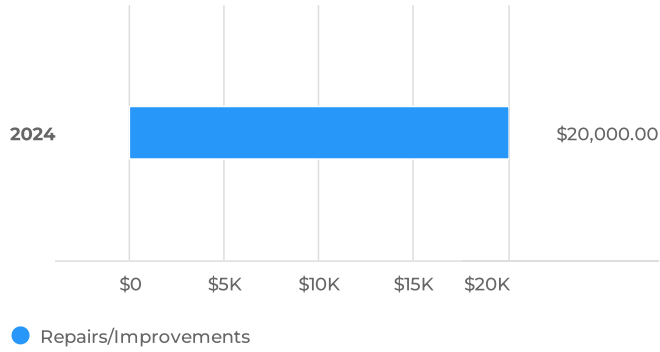


Capital Cost

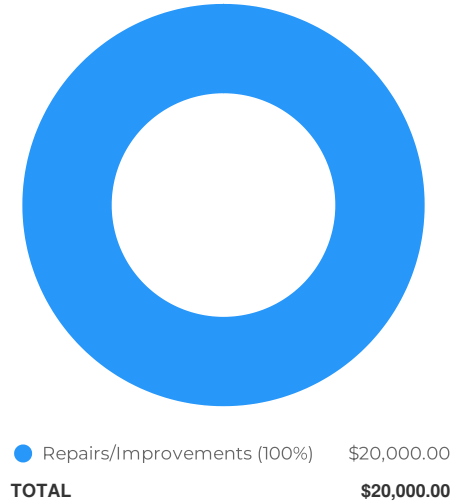
Total Budget (all years)

\$20K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

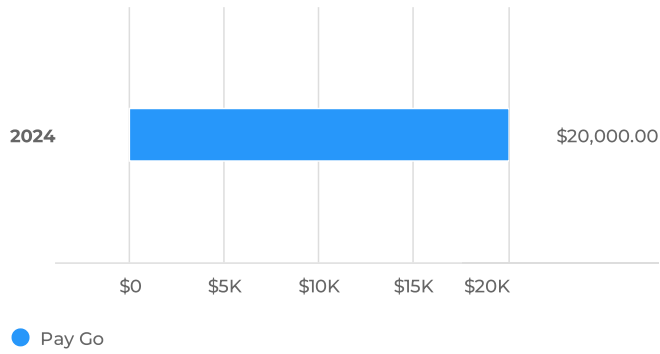
Capital Cost	FY2024
Repairs/Improvements	\$20,000
Total	\$20,000

Funding Sources

Total Budget (all years)

\$20K

Funding Sources by Year



Funding Sources for Budgeted Years

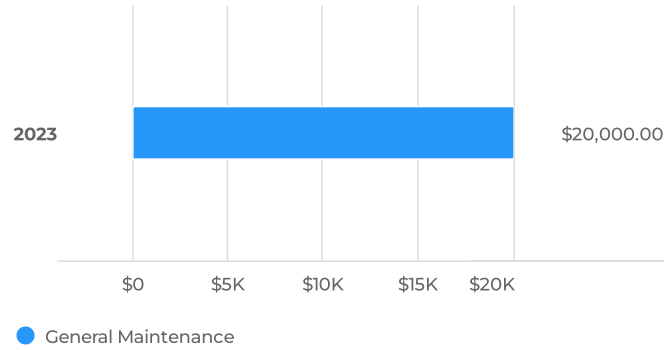


Funding Sources Breakdown	
Funding Sources	FY2024
Pay Go	\$20,000
Total	\$20,000

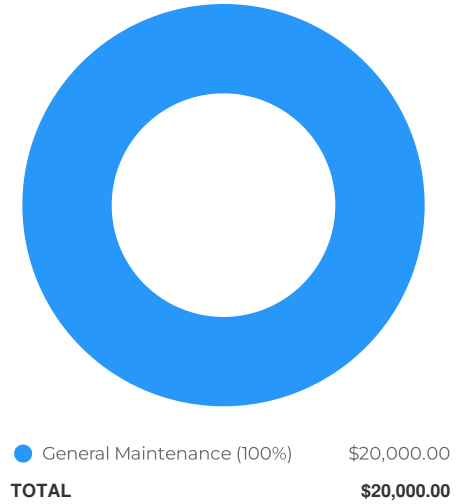
Operational Costs

Total To Date FY2023 Budget Total Budget (all years)
\$20,000 **\$20,000** **\$20K**

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	To Date	FY2023
General Maintenance	\$20,000	\$20,000
Total	\$20,000	\$20,000



One Ton Van

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Maintenance - City
Type	Capital Equipment
Project Number	2023-500

Description

Purchase 6 current model year One Ton Vans. 2 in FY23 and one in each of the following four fiscal years. The units being replaced in FY23 are both Chevrolet's model years 2009 and 2011. These units are in the 10 year replacement category. They are being replaced because of body and undercarriage rot.

Images



ONE TON VAN
UNIT 1222 A 2011 CHEVROLET
WITH 42000 MILES



ONE TON VAN
UNIT 1225 A 2009 CHEVROLET
WITH 50000 MILES

Details

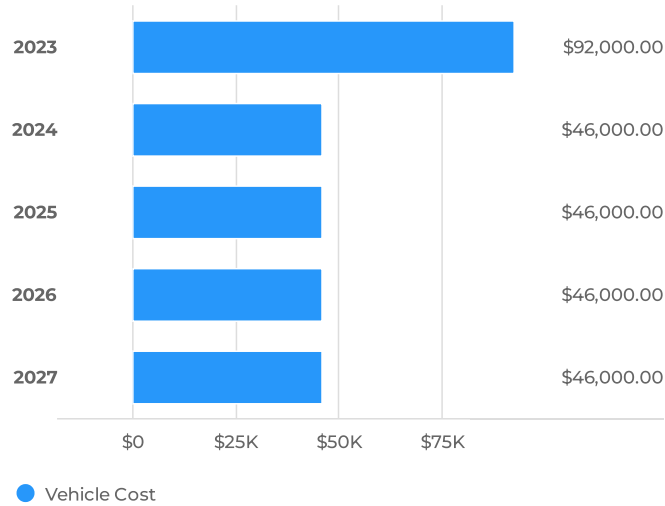
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

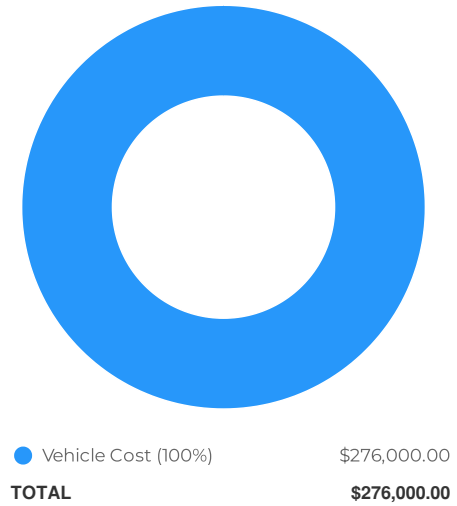
FY2023 Budget
\$92,000

Total Budget (all years)
\$276K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$92,000	\$46,000	\$46,000	\$46,000	\$46,000
Total	\$92,000	\$46,000	\$46,000	\$46,000	\$46,000

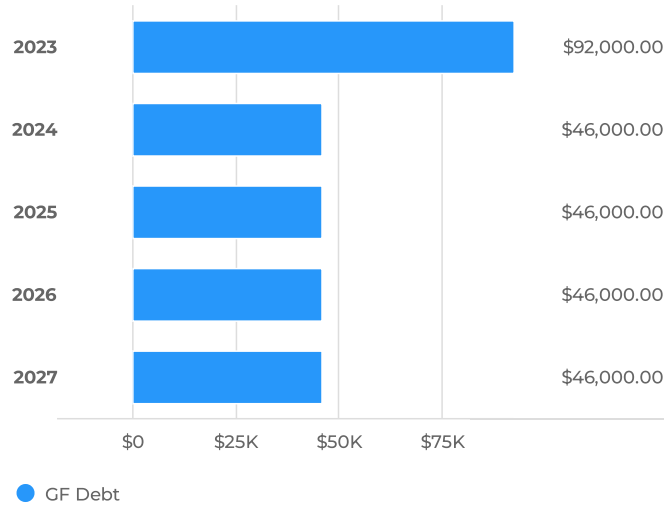


Funding Sources

FY2023 Budget
\$92,000

Total Budget (all years)
\$276K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown					
Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$92,000	\$46,000	\$46,000	\$46,000	\$46,000
Total	\$92,000	\$46,000	\$46,000	\$46,000	\$46,000



Wahconah Park upgrades

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Maintenance - City
Type	Capital Improvement
Project Number	2023-913

Description

Upgrades to Wahconah Park

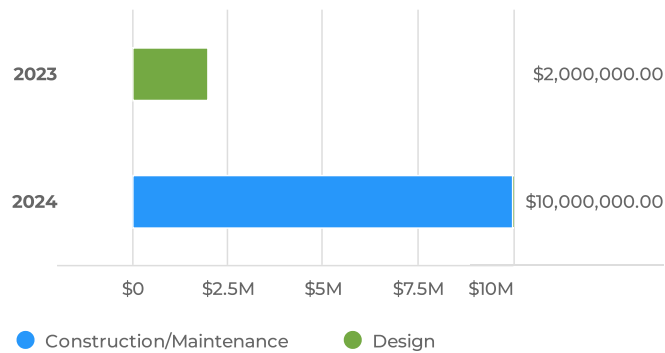
Details

Type of Project: Improvement

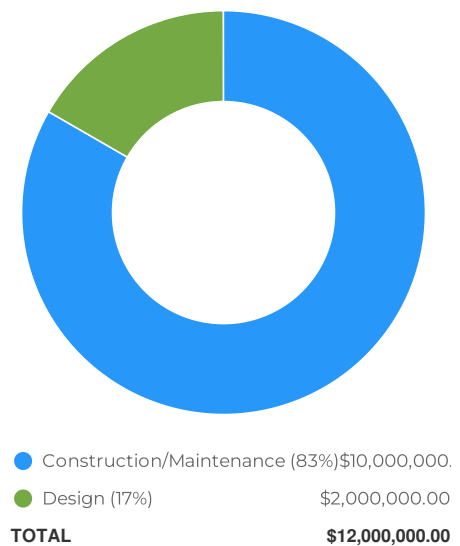
Capital Cost

FY2023 Budget: **\$2,000,000** Total Budget (all years): **\$12M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024
Design	\$2,000,000	
Construction/Maintenance		\$10,000,000
Total	\$2,000,000	\$10,000,000

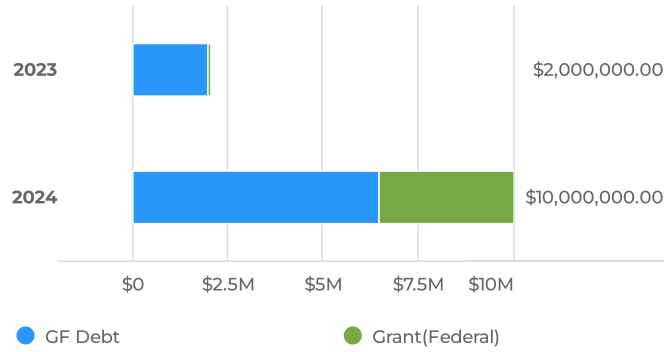


Funding Sources

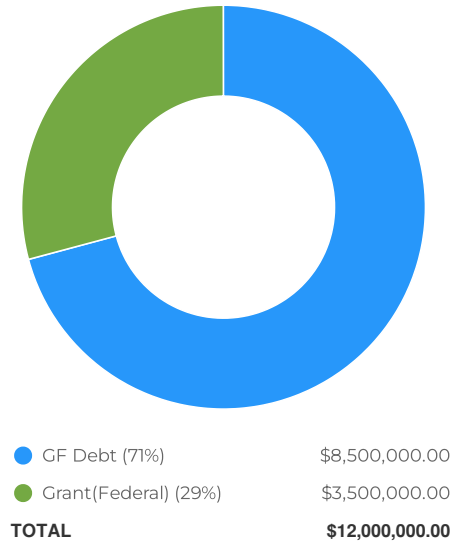
FY2023 Budget
\$2,000,000

Total Budget (all years)
\$12M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024
GF Debt	\$2,000,000	\$6,500,000
Grant(Federal)		\$3,500,000
Total	\$2,000,000	\$10,000,000



MAINTENANCE - SCHOOL REQUESTS



BMD Schools - Boiler Replacements

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-6

Description

Replacement of 2 boilers within our schools each year. We have many boilers that are well over 30 years old and require constant attention and repairs and lack efficiency. This request does not include PHS or THS.

Details

Type of Project	Replacement
-----------------	-------------

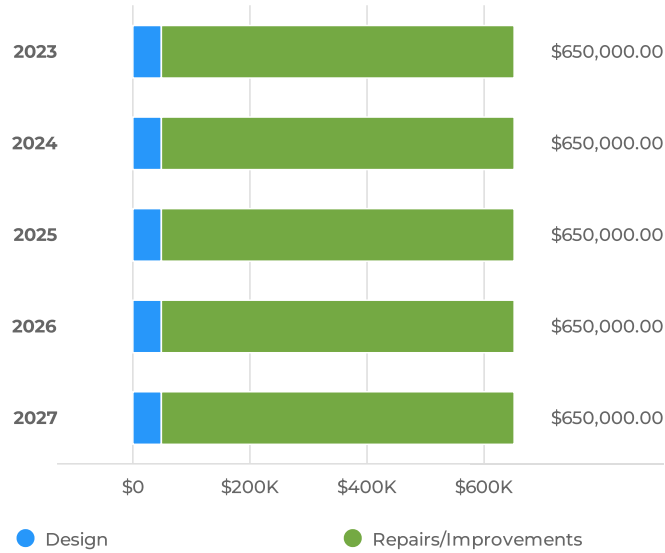


Capital Cost

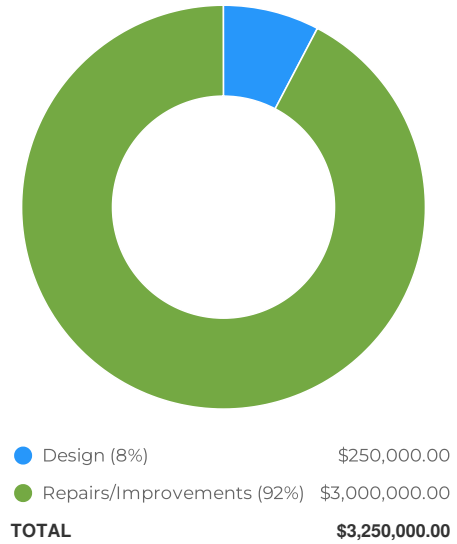
FY2023 Budget
\$650,000

Total Budget (all years)
\$3.25M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Design	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Repairs/Improvements	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000
Total	\$650,000	\$650,000	\$650,000	\$650,000	\$650,000

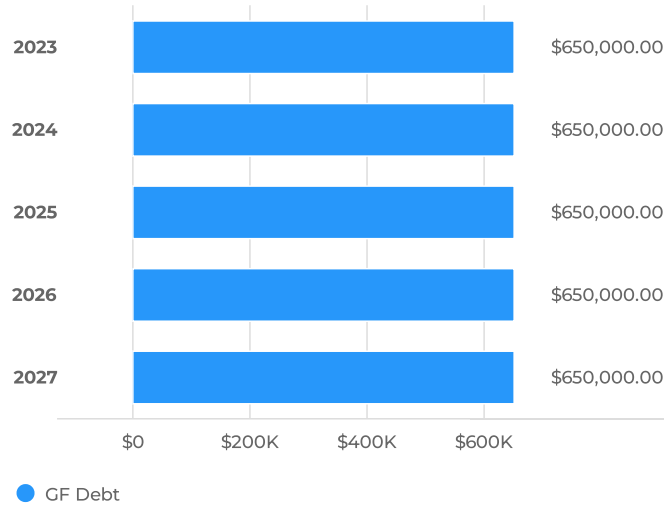


Funding Sources

FY2023 Budget
\$650,000

Total Budget (all years)
\$3.25M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown					
Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$650,000	\$650,000	\$650,000	\$650,000	\$650,000
Total	\$650,000	\$650,000	\$650,000	\$650,000	\$650,000

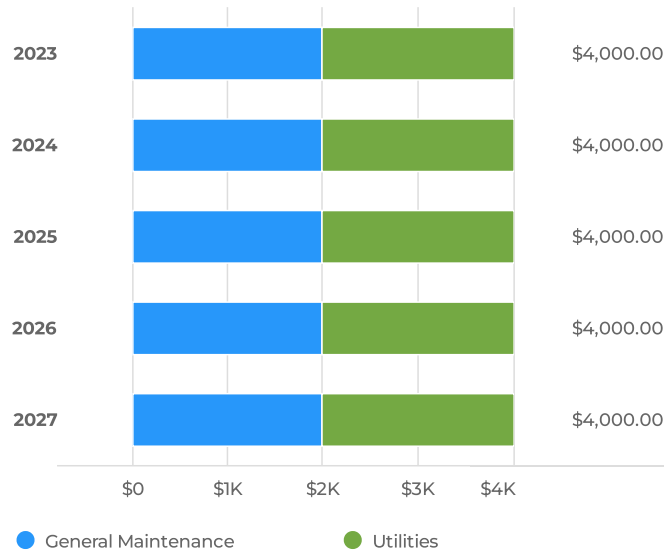


Operational Costs

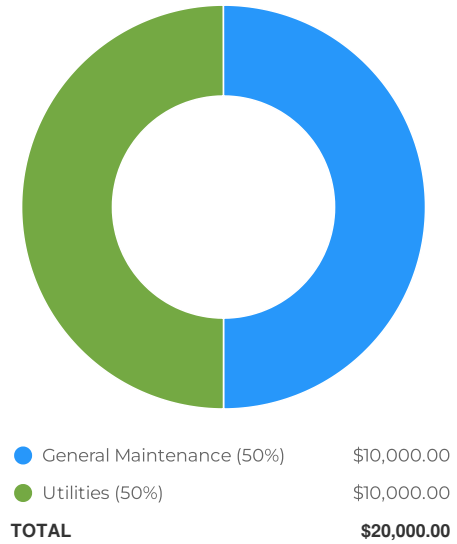
FY2023 Budget
\$4,000

Total Budget (all years)
\$20K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Utilities	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000



BMD Schools - Boiler Replacement PHS

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2024
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-7

Description

The boilers (3) at PHS are the originals from 1930. We are requesting \$50K for required study to determine how to remove the existing boilers from the basement of the school and where to install the replacements in the first year and then unknown projected funding for the replacement of boilers.

Details

Type of Project	Replacement
-----------------	-------------

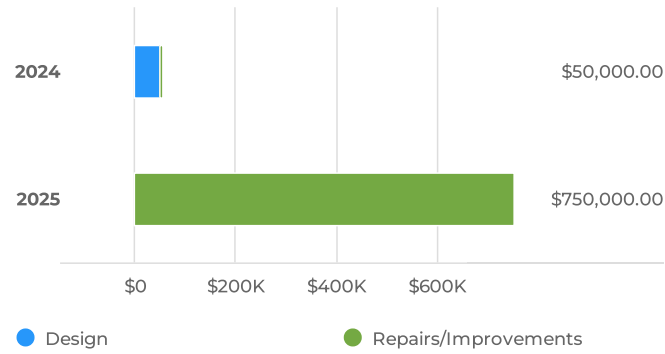


Capital Cost

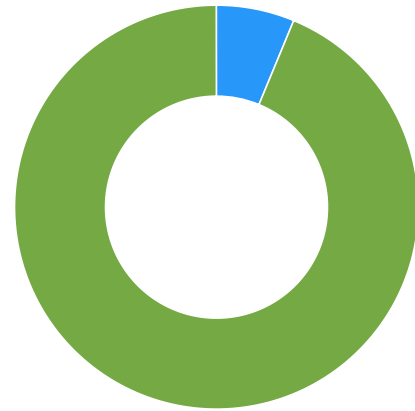
Total Budget (all years)

\$800K

Capital Cost by Year



Capital Cost for Budgeted Years



● Design (6%)	\$50,000.00
● Repairs/Improvements (94%)	\$750,000.00
TOTAL	\$800,000.00

Capital Cost Breakdown

Capital Cost	FY2024	FY2025
Design	\$50,000	
Repairs/Improvements		\$750,000
Total	\$50,000	\$750,000

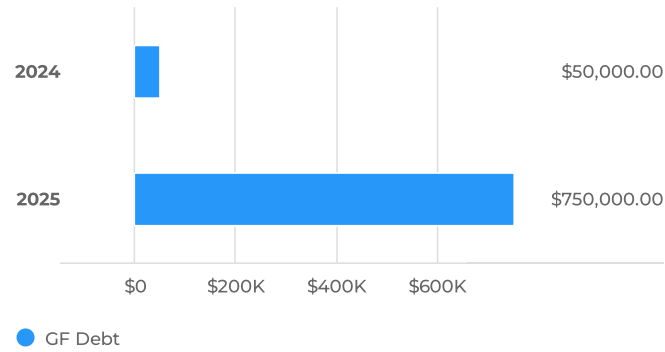


Funding Sources

Total Budget (all years)

\$800K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

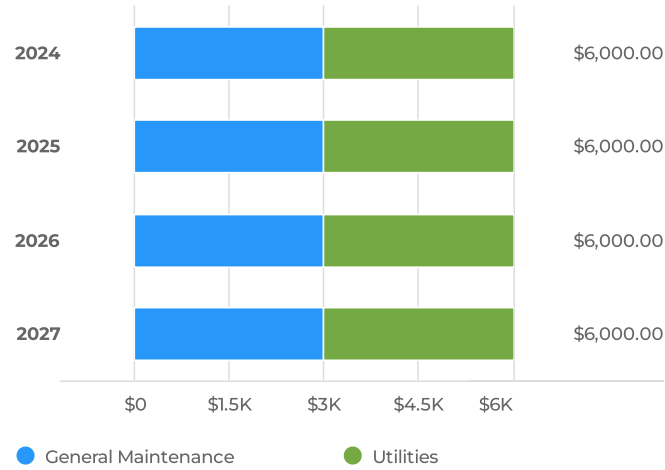
Funding Sources	FY2024	FY2025
GF Debt	\$50,000	\$750,000
Total	\$50,000	\$750,000

Operational Costs

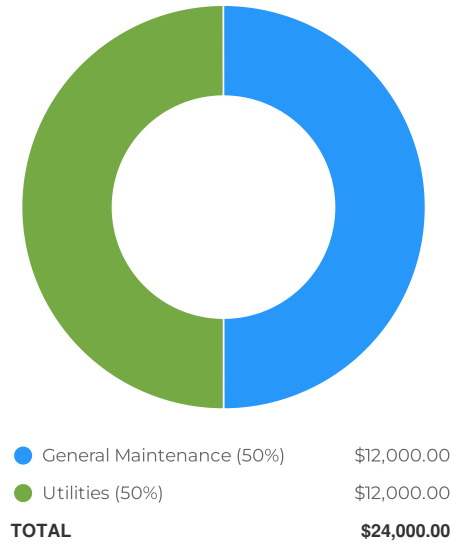
Total Budget (all years)

\$24K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$3,000	\$3,000	\$3,000	\$3,000
Utilities	\$3,000	\$3,000	\$3,000	\$3,000
Total	\$6,000	\$6,000	\$6,000	\$6,000



BMD Schools - HVAC Control Upgrades

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-8

Description

There are 6 school buildings that are on the Windows 7 HVAC control platform, which is obsolete. The internal UNC and some Pem components are no longer manufactured for replacement as well. This is a serious hamper to controlling ventilation in our schools and producing efficient heating and cooling. We are already seeing serious issues at one of our middle schools as a result.

Details

Type of Project	Replacement
-----------------	-------------

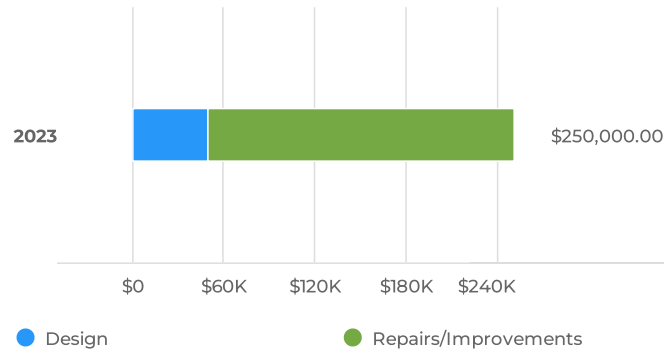


Capital Cost

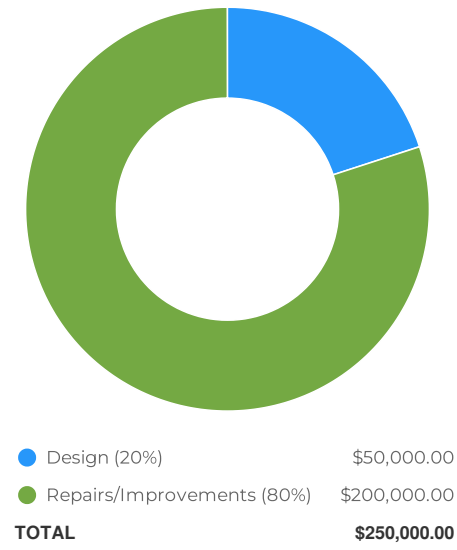
FY2023 Budget
\$250,000

Total Budget (all years)
\$250K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown	
Capital Cost	FY2023
Design	\$50,000
Repairs/Improvements	\$200,000
Total	\$250,000

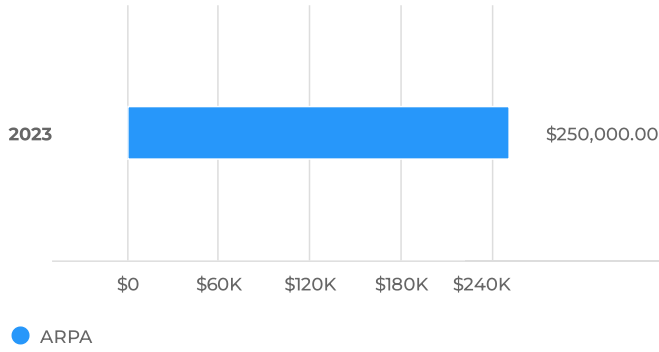


Funding Sources

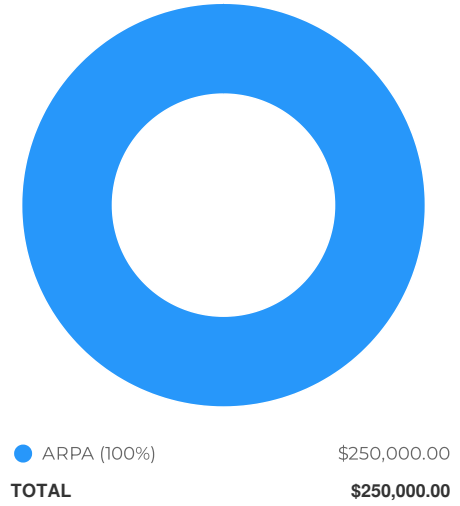
FY2023 Budget
\$250,000

Total Budget (all years)
\$250K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

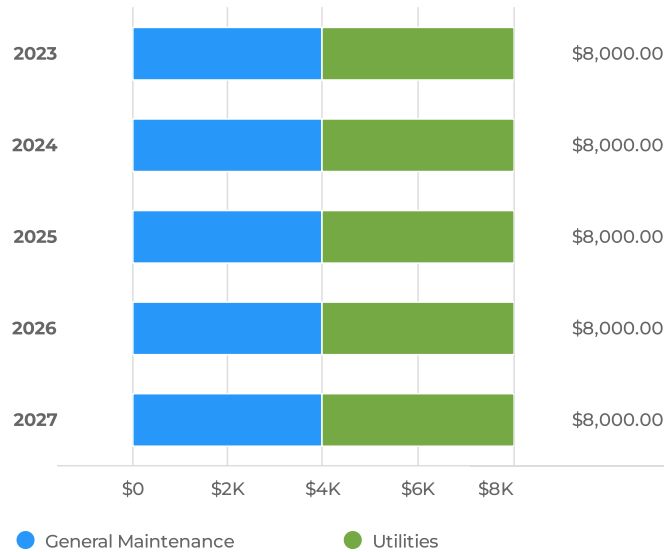
Funding Sources	FY2023
ARPA	\$250,000
Total	\$250,000

Operational Costs

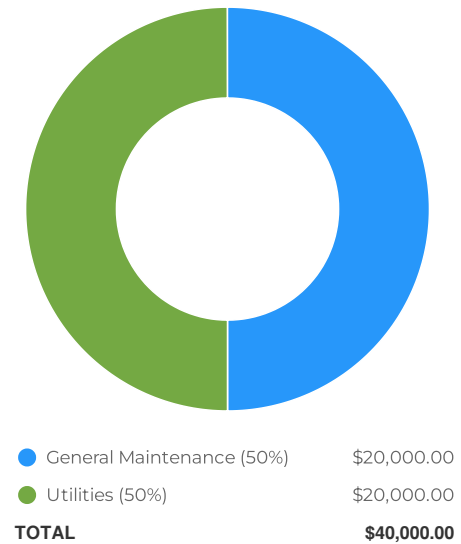
FY2023 Budget
\$8,000

Total Budget (all years)
\$40K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Utilities	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Total	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000



BMD Schools - Roof Repairs

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-9

Description

We have quite a few schools whose roofing systems are past their life and in critical need of replacing. For FY22 we submitted our 5-year plan to begin the process of repairing/replacing these roofs. In FY22, we were approved \$750K to begin the process. We have completed Capeless school thus far. We are also utilizing previous funding to evaluate and design replacements for Williams and Reid Middle schools. Our plan is to use the remaining funding from the FY22 approval for Williams and move on to Reid next. Therefore, we are submitting a new request for school roof repairs as we determine a more real cost of these replacements. Currently, we are spending \$60-70K a year on constant repairs.

Details

Type of Project	Replacement
-----------------	-------------

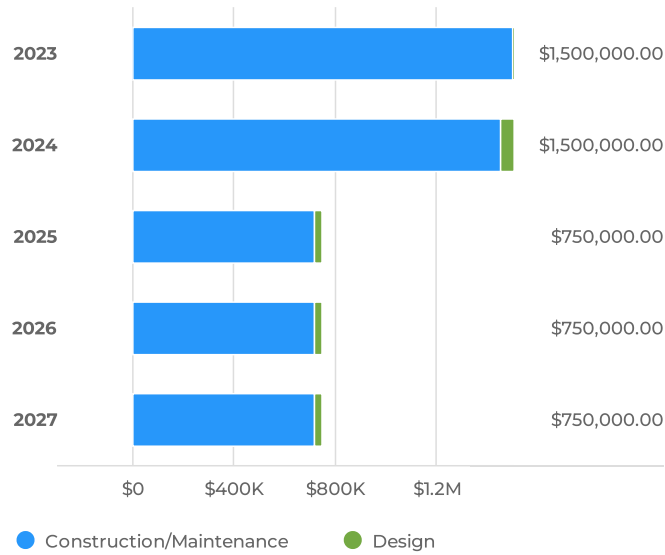


Capital Cost

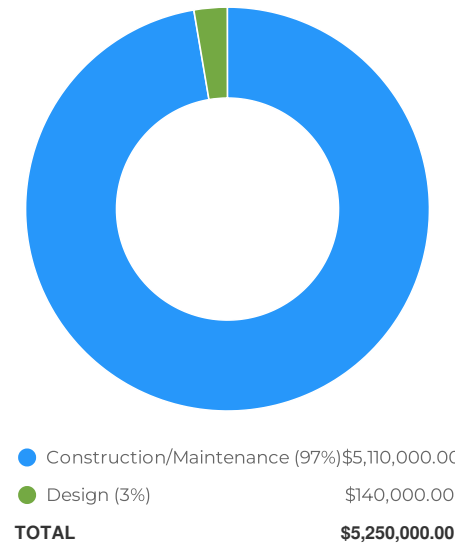
FY2023 Budget
\$1,500,000

Total Budget (all years)
\$5.25M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Design		\$50,000	\$30,000	\$30,000	\$30,000
Construction/Maintenance	\$1,500,000	\$1,450,000	\$720,000	\$720,000	\$720,000
Total	\$1,500,000	\$1,500,000	\$750,000	\$750,000	\$750,000

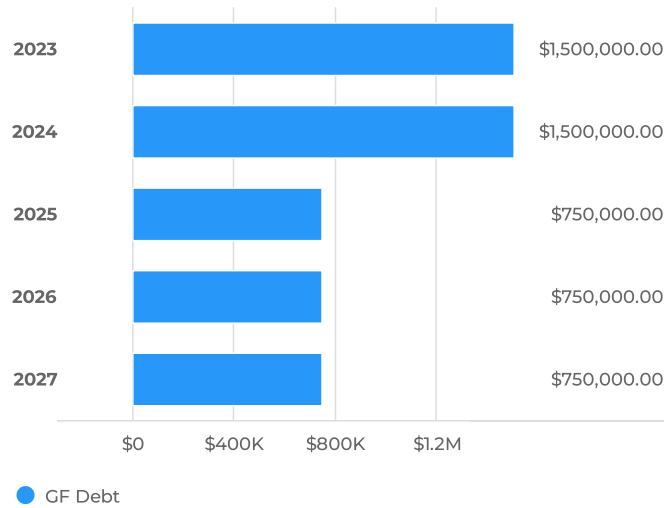


Funding Sources

FY2023 Budget
\$1,500,000

Total Budget (all years)
\$5.25M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$1,500,000	\$1,500,000	\$750,000	\$750,000	\$750,000
Total	\$1,500,000	\$1,500,000	\$750,000	\$750,000	\$750,000

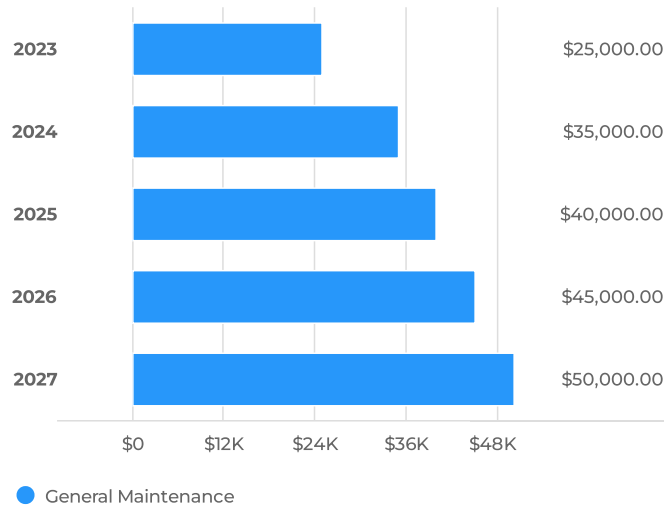


Operational Costs

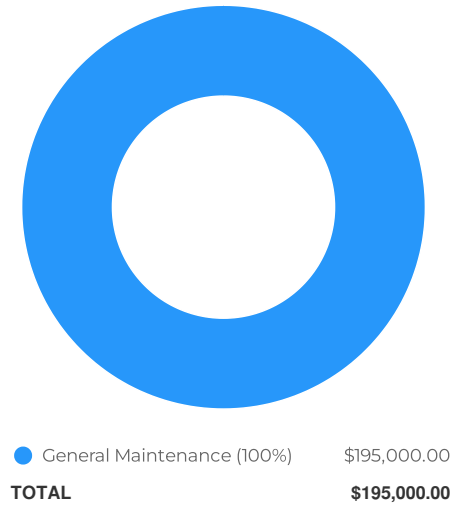
FY2023 Budget
\$25,000

Total Budget (all years)
\$195K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$25,000	\$35,000	\$40,000	\$45,000	\$50,000
Total	\$25,000	\$35,000	\$40,000	\$45,000	\$50,000



BMD Schools - Dome Renovations (PHS)

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-11

Description

The dome was repaired and painted 11 years ago and is in need of continued maintenance from the weather and elements.

Details

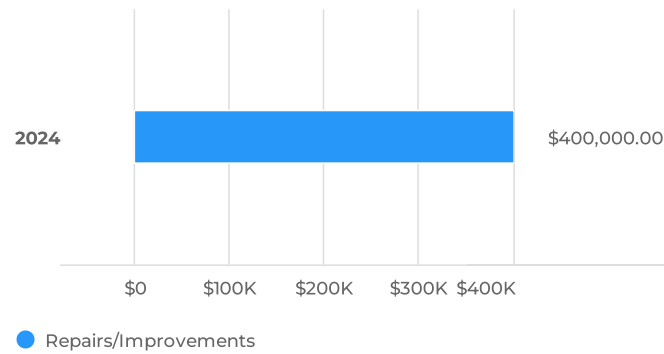
Type of Project	Refurbishment
-----------------	---------------

Capital Cost

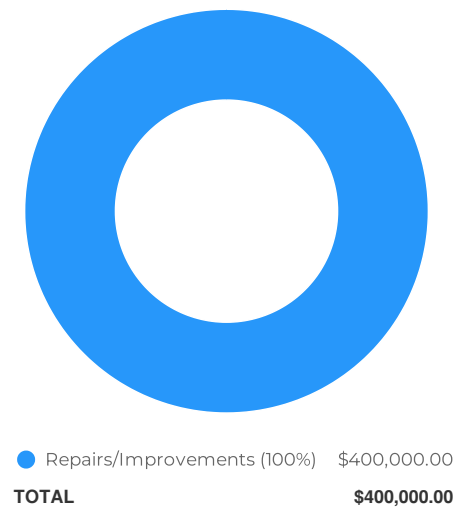
Total Budget (all years)

\$400K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024
Repairs/Improvements	\$400,000
Total	\$400,000

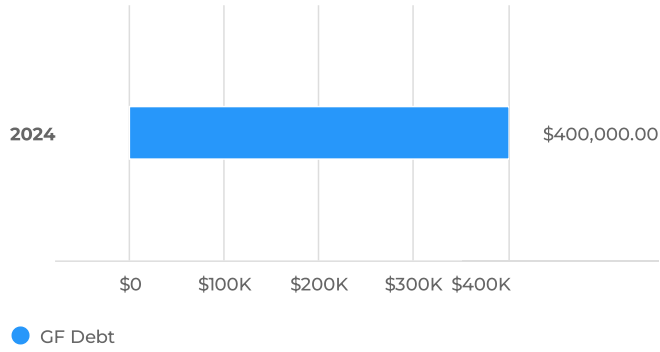


Funding Sources

Total Budget (all years)

\$400K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024
GF Debt	\$400,000
Total	\$400,000

Operational Costs

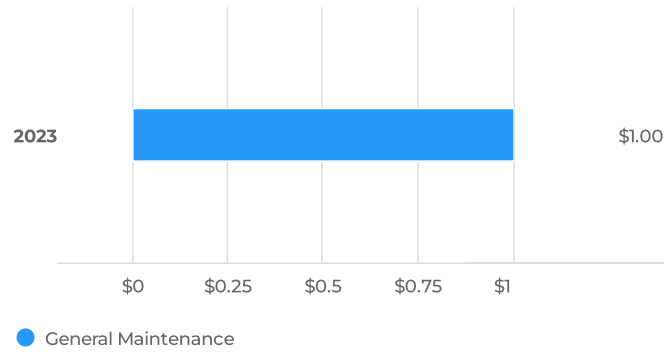
FY2023 Budget

\$1

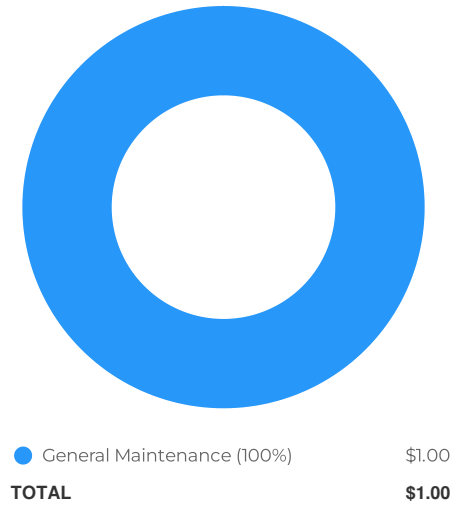
Total Budget (all years)

\$1

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023
General Maintenance	\$1
Total	\$1

BMD Schools - Doors Upgrade Per Fire Code

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-12

Description

Per the City's Director of Inspections, all doors in our school buildings need to be evaluated and brought up to fire code

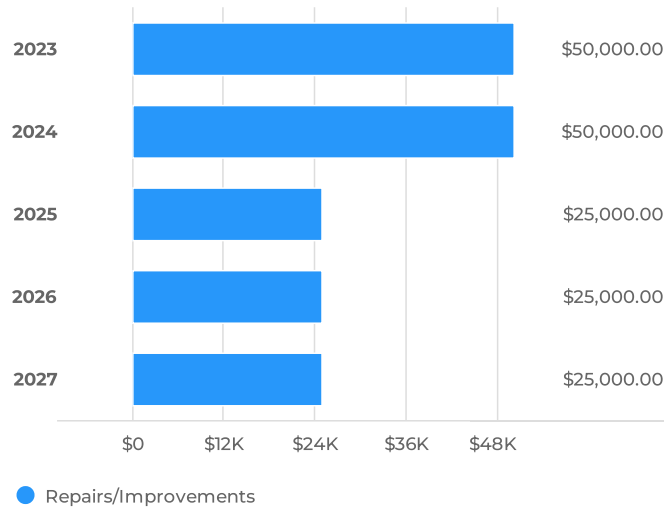
Details

Type of Project Replacement

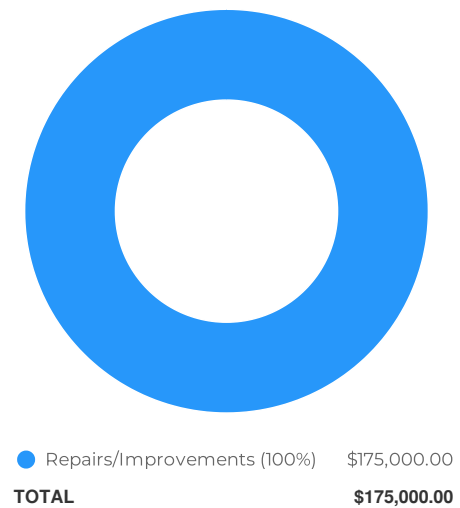
Capital Cost

FY2023 Budget **\$50,000** Total Budget (all years) **\$175K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Repairs/Improvements	\$50,000	\$50,000	\$25,000	\$25,000	\$25,000
Total	\$50,000	\$50,000	\$25,000	\$25,000	\$25,000

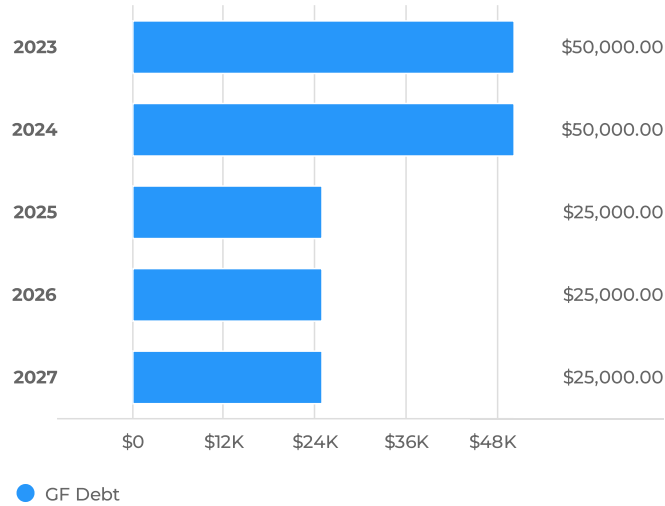


Funding Sources

FY2023 Budget
\$50,000

Total Budget (all years)
\$175K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$50,000	\$50,000	\$25,000	\$25,000	\$25,000
Total	\$50,000	\$50,000	\$25,000	\$25,000	\$25,000



Operational Costs

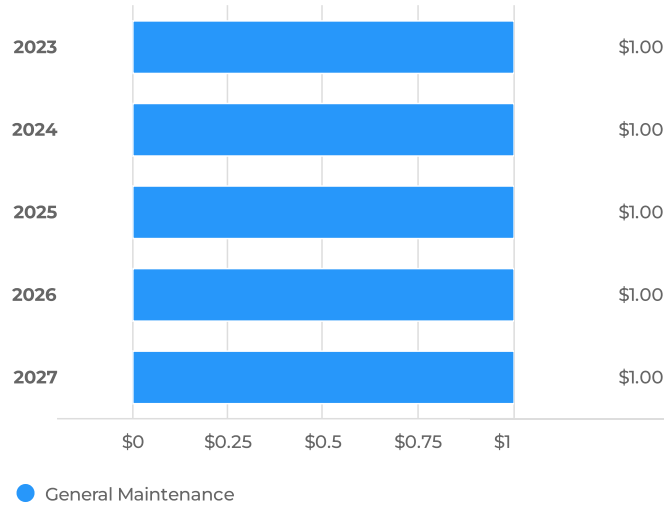
FY2023 Budget

\$1

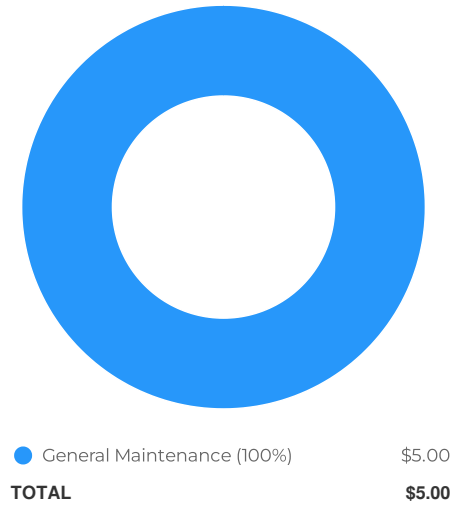
Total Budget (all years)

\$5

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$1	\$1	\$1	\$1	\$1
Total	\$1	\$1	\$1	\$1	\$1

BMD Schools - HVAC Control Upgrade (Reid)

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-13

Description

The HVAC Controls are obsolete and are failing to work as in some of the other schools, which is affecting the exhaust and ventilation of the school. This is also affecting the heating and cooling of the school. The UNC component is no longer serviceable and needs to be replaced for air quality and efficiency of the schools' overall system.

Details

Type of Project	Replacement
-----------------	-------------

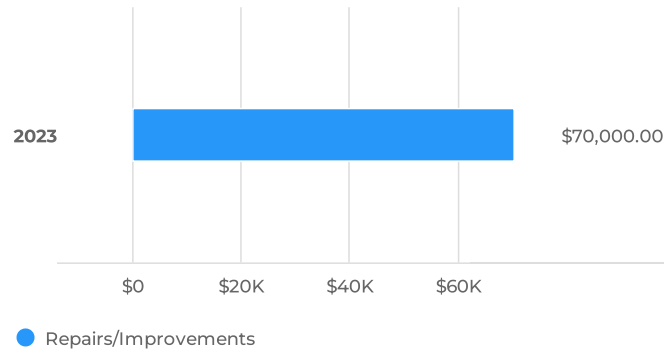


Capital Cost

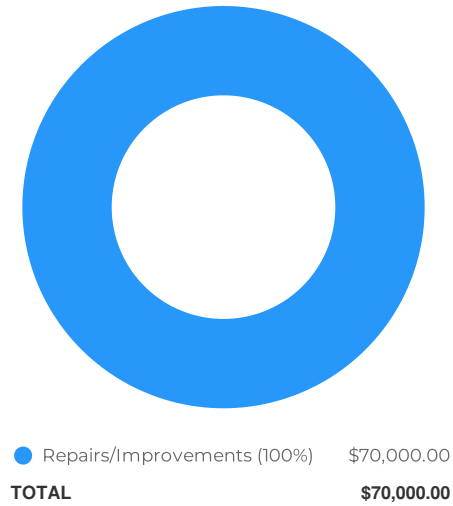
FY2023 Budget
\$70,000

Total Budget (all years)
\$70K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Repairs/Improvements	\$70,000
Total	\$70,000

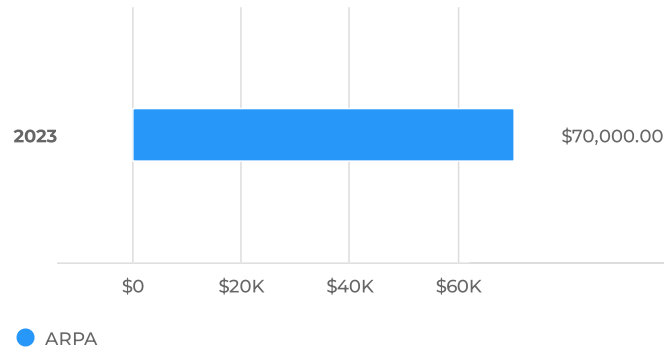


Funding Sources

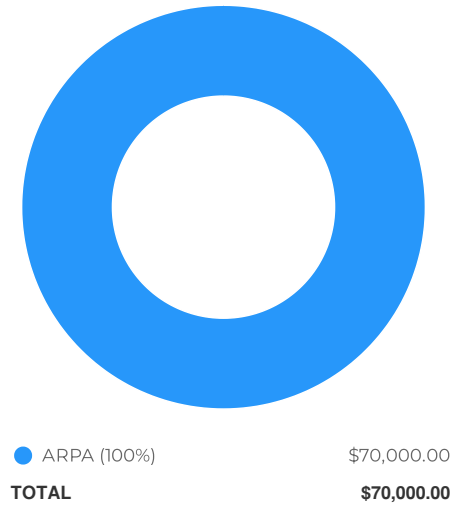
FY2023 Budget
\$70,000

Total Budget (all years)
\$70K

Funding Sources by Year



Funding Sources for Budgeted Years



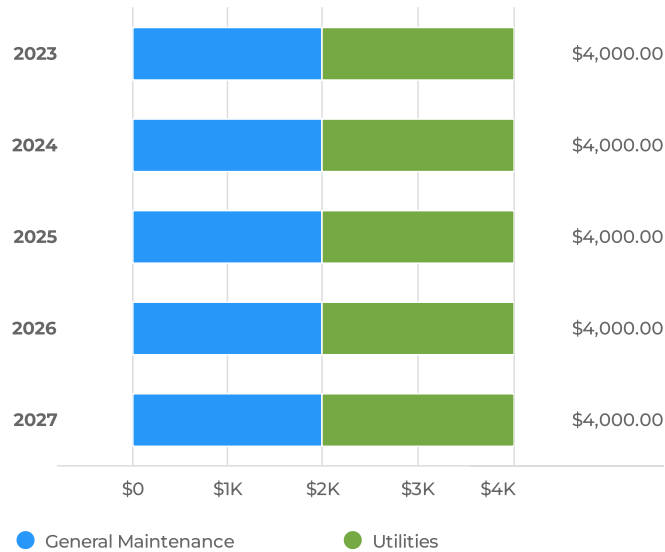
Funding Sources Breakdown	
Funding Sources	FY2023
ARPA	\$70,000
Total	\$70,000

Operational Costs

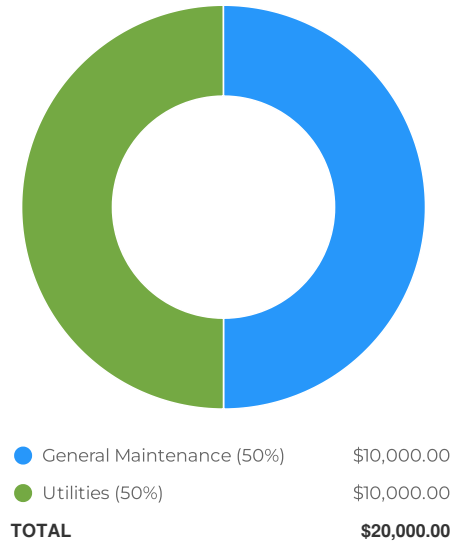
FY2023 Budget
\$4,000

Total Budget (all years)
\$20K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Utilities	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000



BMD Schools - Sprinkler Systems Upgraded

Overview

Submitted By	Mike Dean
Request Owner	Mike Dean
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2023
Department	Maintenance - School
Type	Capital Improvement
Project Number	2023-14

Description

In this year's annual sprinkler inspections, it was noted that in some of our buildings, our sprinkler heads are outdated and need replacing. We are planning on meeting with the sprinkler company to determine projected costs and the number of heads that need to be replaced as in some schools there are hundreds. These are only projected costs in our submittal per year.

Details

Type of Project	Replacement
-----------------	-------------

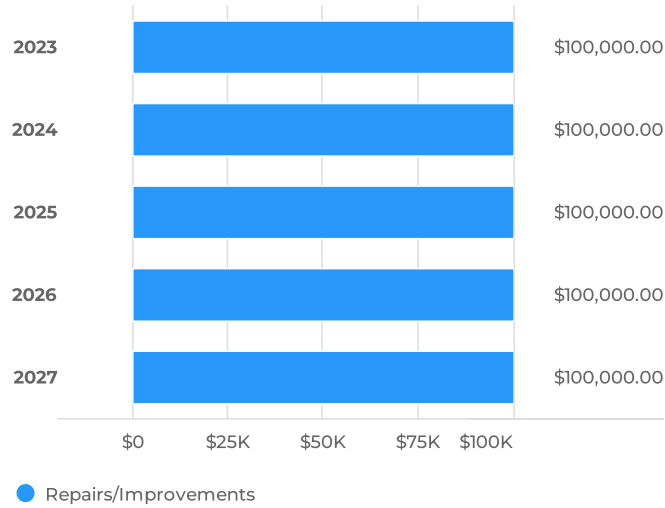


Capital Cost

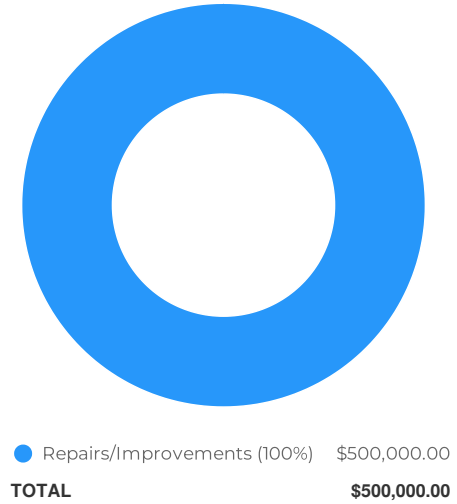
FY2023 Budget
\$100,000

Total Budget (all years)
\$500K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Repairs/Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

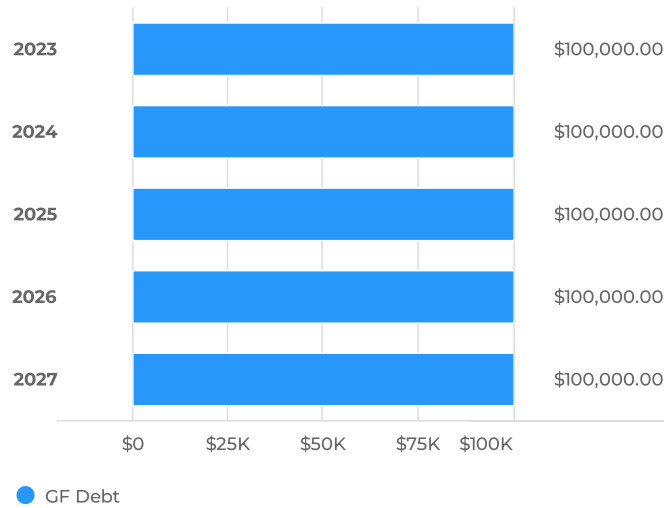


Funding Sources

FY2023 Budget
\$100,000

Total Budget (all years)
\$500K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
GF Debt	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000



Operational Costs

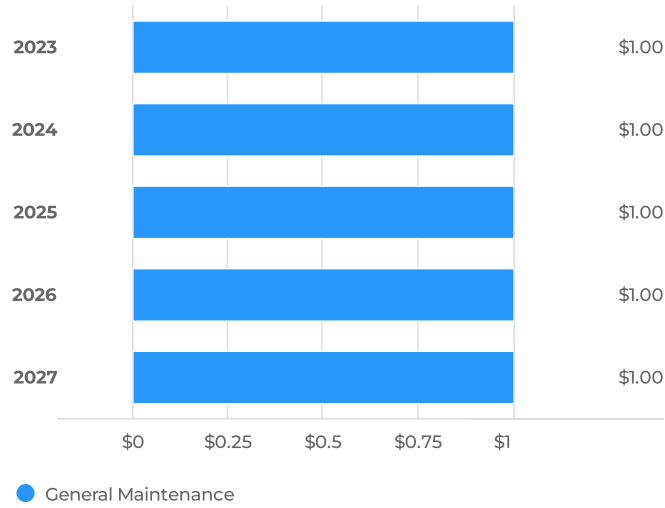
FY2023 Budget

\$1

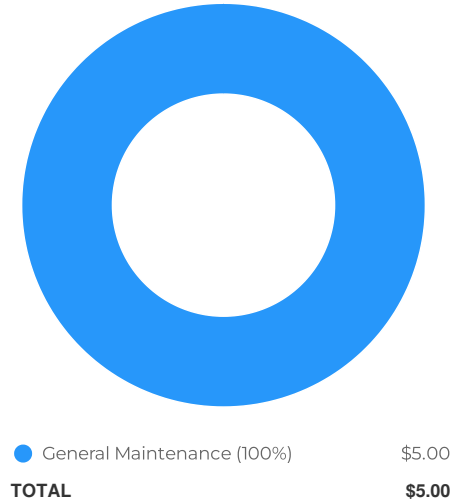
Total Budget (all years)

\$5

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown					
Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$1	\$1	\$1	\$1	\$1
Total	\$1	\$1	\$1	\$1	\$1

Upgrade stage rigging at PHS

Overview

Request Owner: Mike Dean
 Department: Maintenance - School
 Type: Capital Improvement
 Project Number: 2023-607

Description

Upgrade stage rigging at PHS

Details

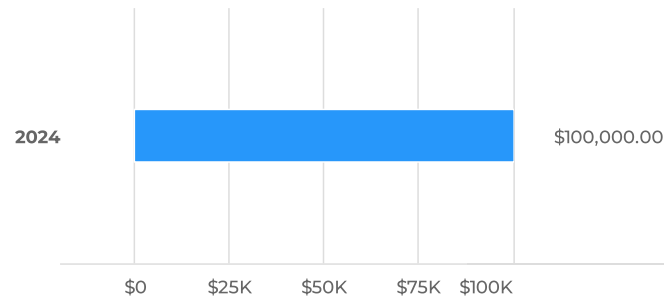
Type of Project: Improvement

Capital Cost

Total Budget (all years)

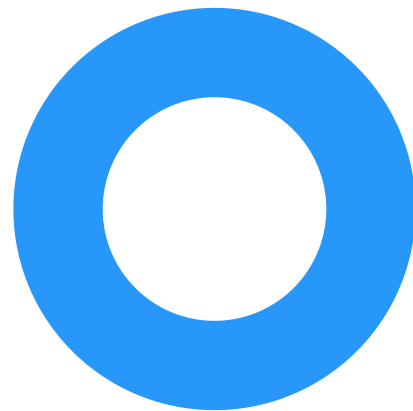
\$100K

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$100,000.00

TOTAL \$100,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Repairs/Improvements	\$100,000
Total	\$100,000

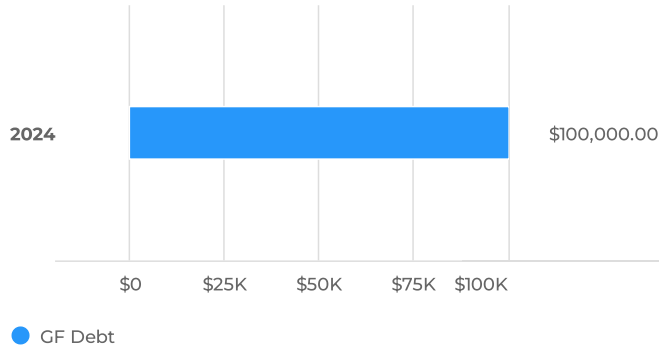


Funding Sources

Total Budget (all years)

\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024
GF Debt	\$100,000
Total	\$100,000

FIRE - UNIFORMED REQUESTS



Turnout Gear Replacement Program

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Department	Fire - Uniformed
Type	Capital Equipment
Project Number	FD03

Description

On going replacement of outdated, noncompliant turnout gear.

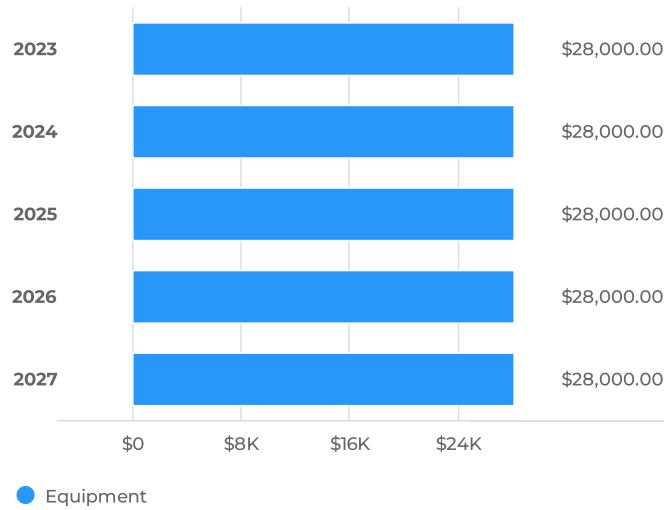
Details

New Purchase or Replacement Replacement

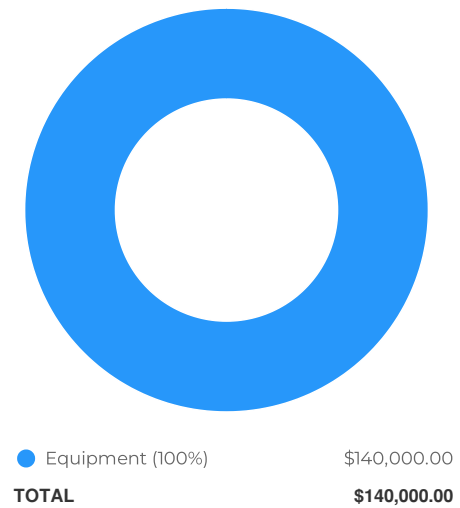
Capital Cost

FY2023 Budget Total Budget (all years)
\$28,000 **\$140K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Equipment	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000
Total	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000

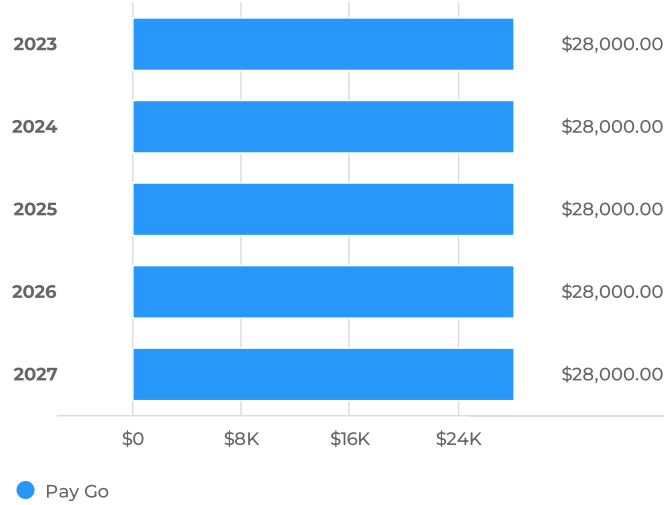


Funding Sources

FY2023 Budget
\$28,000

Total Budget (all years)
\$140K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
Pay Go	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000
Total	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000



MECHANIC TRUCK

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Department	Fire - Uniformed
Type	Capital Equipment
Project Number	FD01

Description

REPLACE 2006 VEHICLE

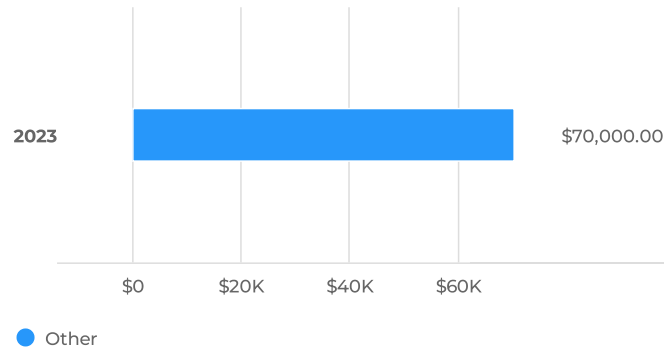
Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

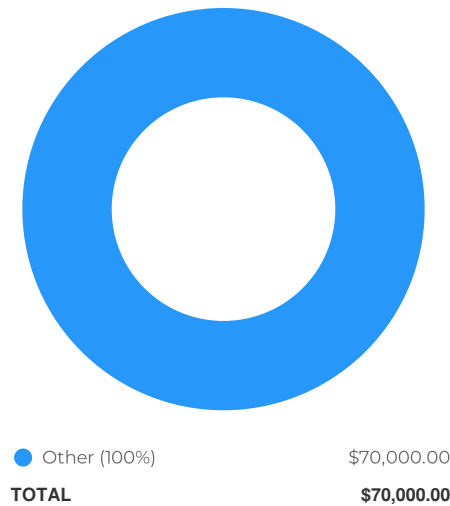
Capital Cost

FY2023 Budget	Total Budget (all years)
\$70,000	\$70K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Other	\$70,000
Total	\$70,000

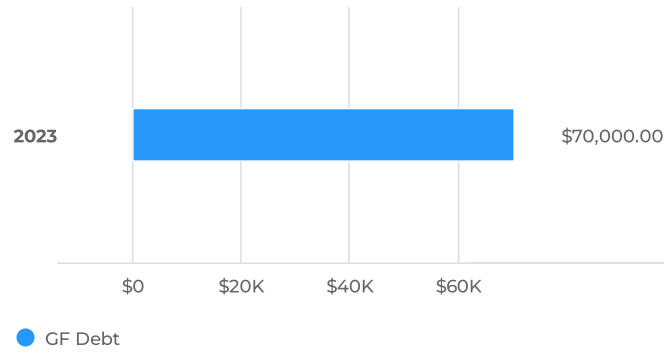


Funding Sources

FY2023 Budget
\$70,000

Total Budget (all years)
\$70K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$70,000
Total	\$70,000



INSPECTION CAR

Overview

Submitted By	Tom Sammons, Fire Chief
Request Owner	Tom Sammons, Fire Chief
Department	Fire - Uniformed
Type	Capital Equipment
Project Number	FD02

Description

REPLACE 2010 VEHICLE

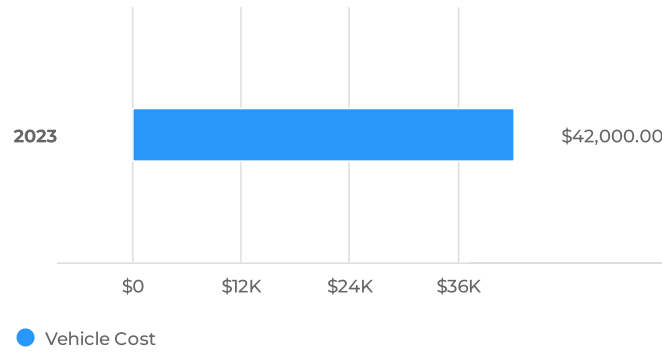
Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

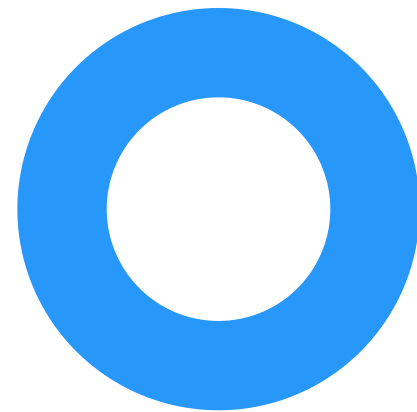
Capital Cost

FY2023 Budget	Total Budget (all years)
\$42,000	\$42K

Capital Cost by Year



Capital Cost for Budgeted Years



● Vehicle Cost (100%)	\$42,000.00
TOTAL	\$42,000.00

Capital Cost Breakdown

Capital Cost	FY2023
Vehicle Cost	\$42,000
Total	\$42,000

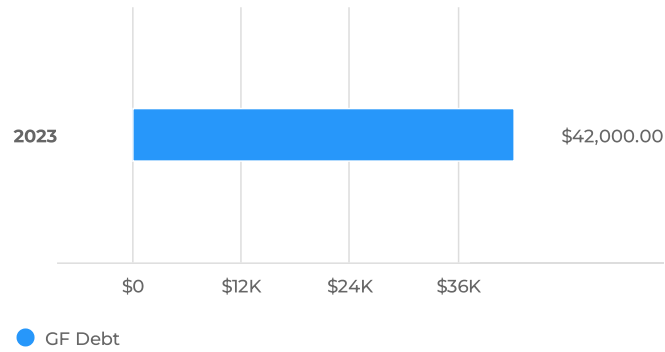


Funding Sources

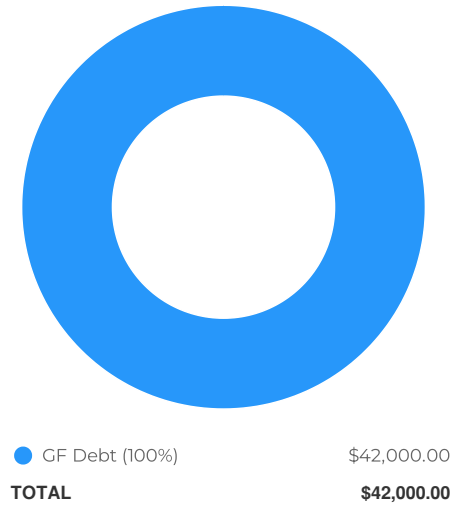
FY2023 Budget
\$42,000

Total Budget (all years)
\$42K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$42,000
Total	\$42,000



Replace Fire Inspection Vehicle (2010 Ford Fusion)

Overview

Request Owner	Tom Sammons, Fire Chief
Department	Fire - Uniformed
Type	Capital Equipment
Project Number	2023-538

Description

Replace Fire Inspection Vehicle (2010 Ford Fusion)

Details

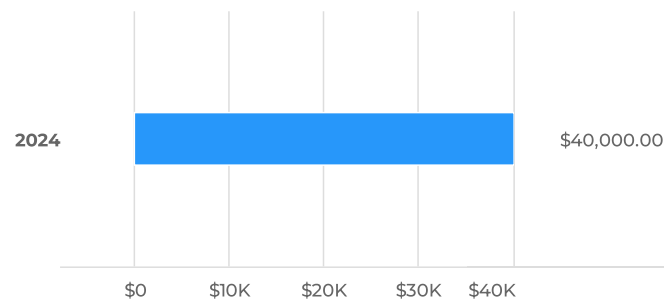
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	U

Capital Cost

Total Budget (all years)

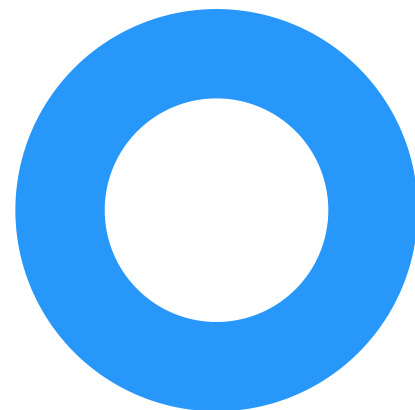
\$40K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$40,000.00
TOTAL \$40,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$40,000
Total	\$40,000

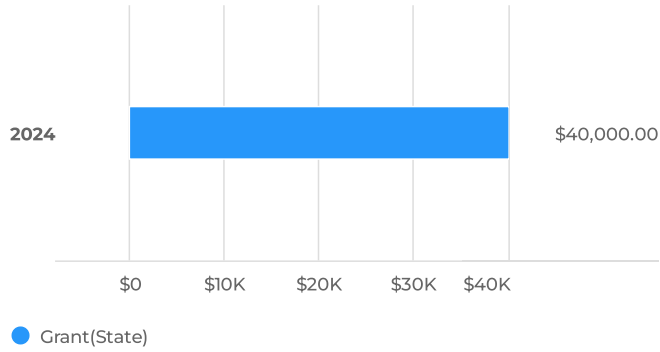


Funding Sources

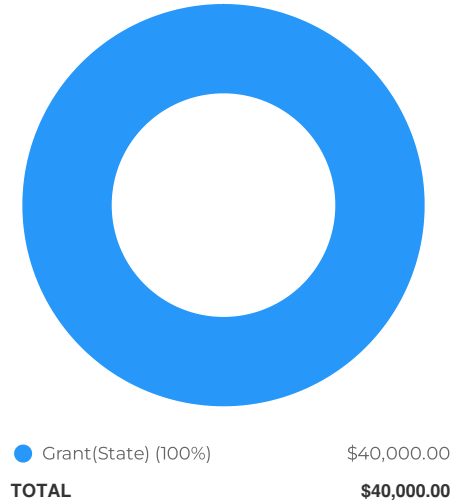
Total Budget (all years)

\$40K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
Grant(State)	\$40,000
Total	\$40,000

Replace 8 Self-Contained Breathing Apparatus (SCBA) units

Overview

Request Owner	Tom Sammons, Fire Chief
Department	Fire - Uniformed
Type	Capital Equipment
Project Number	2023-539

Description

Replace 8 Self-Contained Breathing Apparatus (SCBA) units

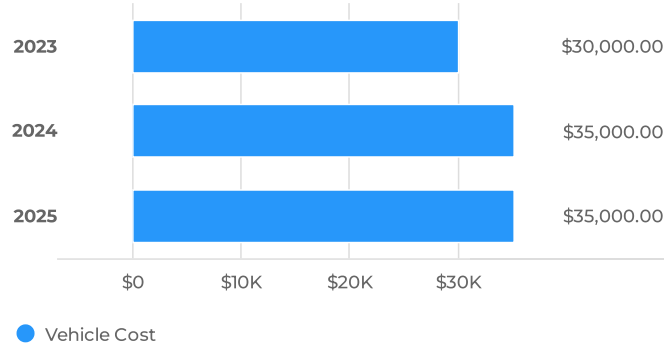
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	U

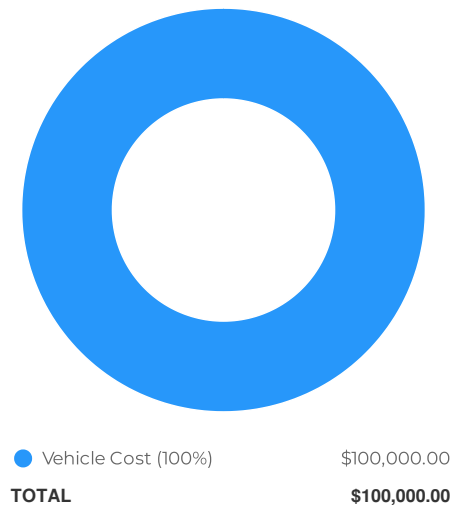
Capital Cost

FY2023 Budget	Total Budget (all years)
\$30,000	\$100K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025
Vehicle Cost	\$30,000	\$35,000	\$35,000
Total	\$30,000	\$35,000	\$35,000

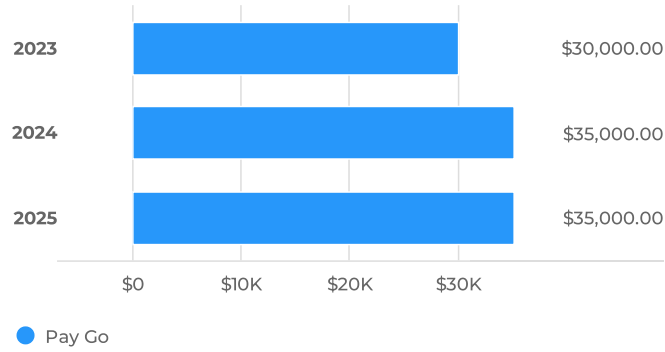


Funding Sources

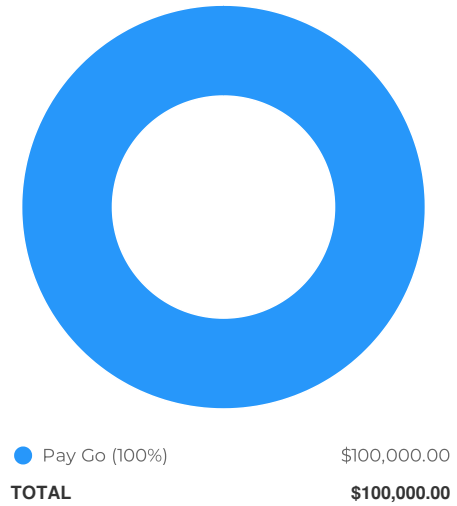
FY2023 Budget
\$30,000

Total Budget (all years)
\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	FY2023	FY2024	FY2025
Pay Go	\$30,000	\$35,000	\$35,000
Total	\$30,000	\$35,000	\$35,000



IT REQUESTS



IT - FY2023 PC Replacement

Overview

Submitted By	Mike Steben, IT Director
Request Owner	Mike Steben, IT Director
Department	IT
Type	Capital Equipment
Project Number	IT-01

Description

The goal of this project is to replace 1/3 of our PCs each fiscal year.

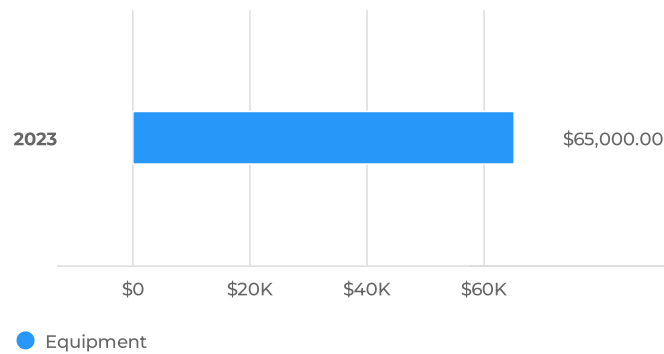
Details

New Purchase or Replacement Replacement

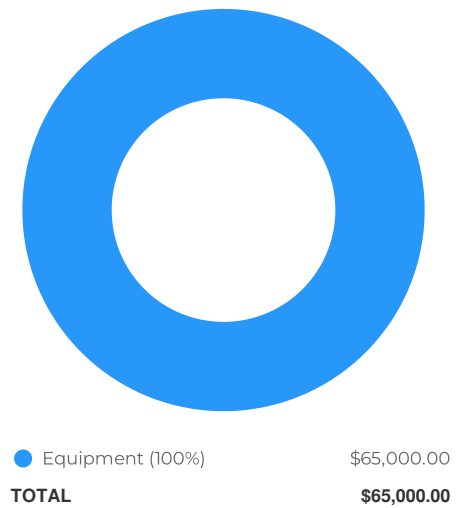
Capital Cost

FY2023 Budget Total Budget (all years)
\$65,000 **\$65K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Equipment	\$65,000
Total	\$65,000

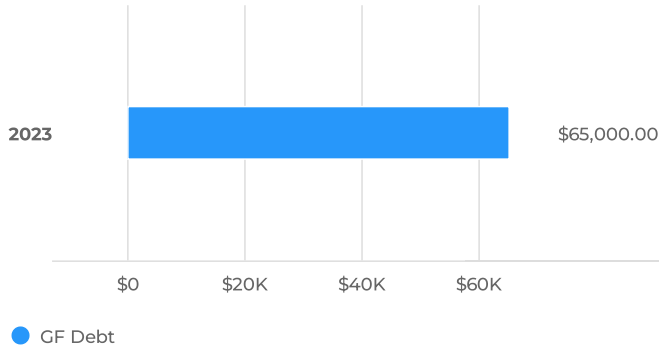


Funding Sources

FY2023 Budget
\$65,000

Total Budget (all years)
\$65K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$65,000
Total	\$65,000



IT - FY2023 IT Infrastructure Upgrade

Overview

Submitted By	Mike Steben, IT Director
Request Owner	Mike Steben, IT Director
Department	IT
Type	Capital Equipment
Project Number	IT-02

Description

We need to replace our servers in FY2023 as our current servers are 6 years old and off warranty. Additionally, our current servers are running operating system software that will no longer be supported by Microsoft. Failure to run current operating system software will place the organization at a substantial risk for a major cybersecurity incident. Further compounding the issue of running outdated software; we will no longer be able to obtain cyber liability insurance and will be unable to maintain our CJIS certification.

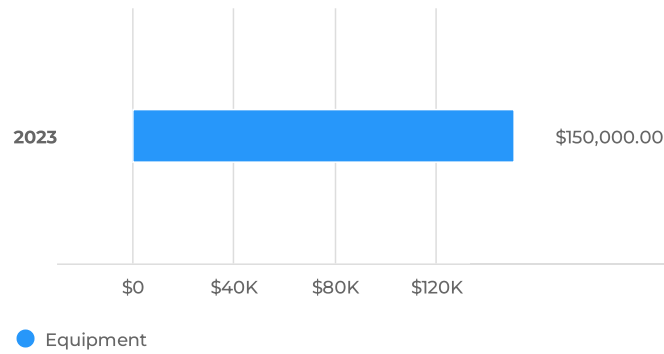
Details

New Purchase or Replacement Replacement

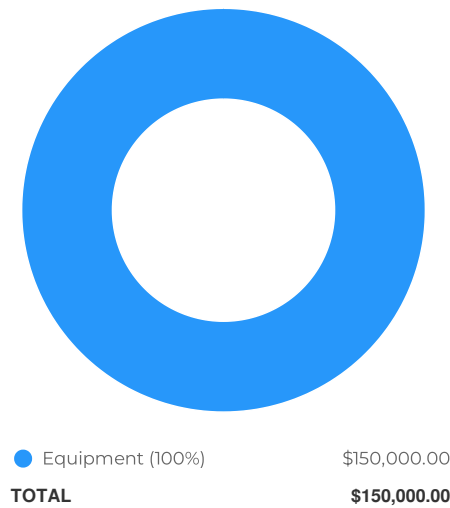
Capital Cost

FY2023 Budget	Total Budget (all years)
\$150,000	\$150K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Equipment	\$150,000
Total	\$150,000



Funding Sources

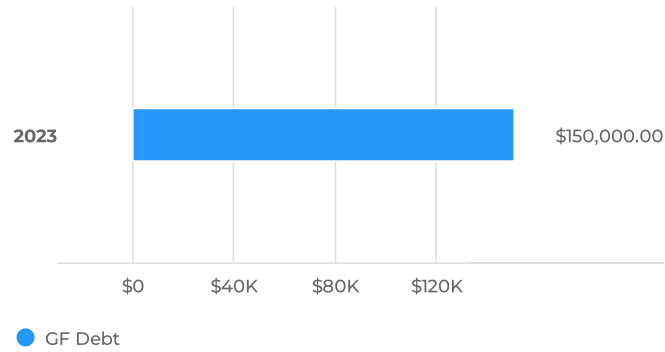
FY2023 Budget

\$150,000

Total Budget (all years)

\$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$150,000
Total	\$150,000

IT - FY2023 Cloud Migration

Overview

Submitted By	Mike Steben, IT Director
Request Owner	Mike Steben, IT Director
Department	IT
Type	Capital Equipment
Project Number	IT-03

Description

The intent of this project is to fund the one-time costs associated with moving on-premise applications to the cloud.

Details

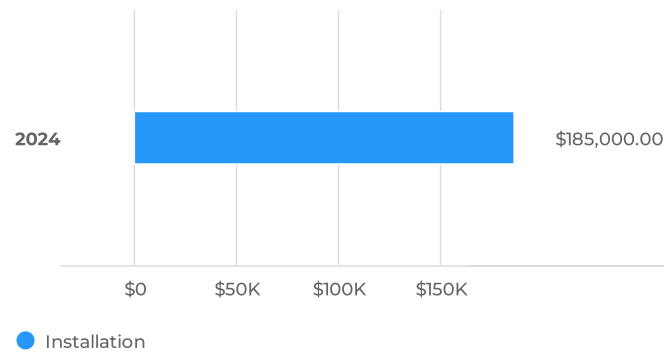
New Purchase or Replacement Upgrade

Capital Cost

Total Budget (all years)

\$185K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown	
Capital Cost	FY2024
Installation	\$185,000
Total	\$185,000

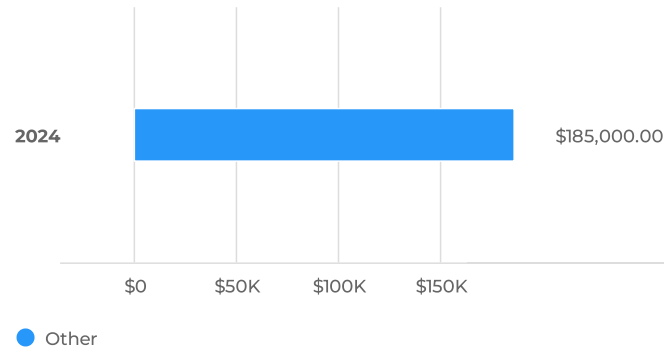


Funding Sources

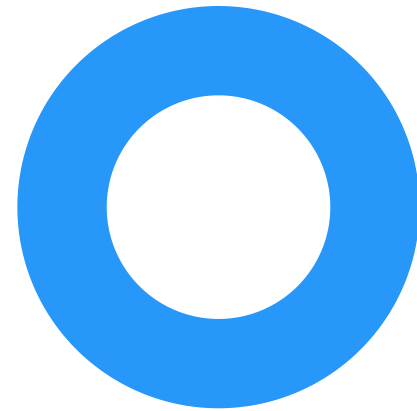
Total Budget (all years)

\$185K

Funding Sources by Year



Funding Sources for Budgeted Years



● Other (100%) \$185,000.00
TOTAL \$185,000.00

Funding Sources Breakdown

Funding Sources	FY2024
Other	\$185,000
Total	\$185,000



Citywide IT security upgrade

Overview

Request Owner	Mike Steben, IT Director
Department	IT
Type	Capital Equipment
Project Number	2023-803

Description

Citywide IT security upgrade

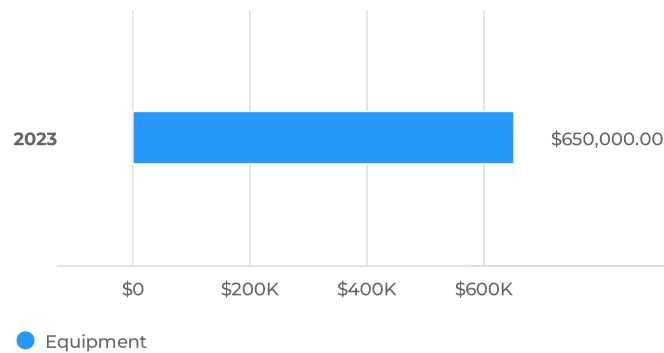
Details

New Purchase or Replacement New Purchase

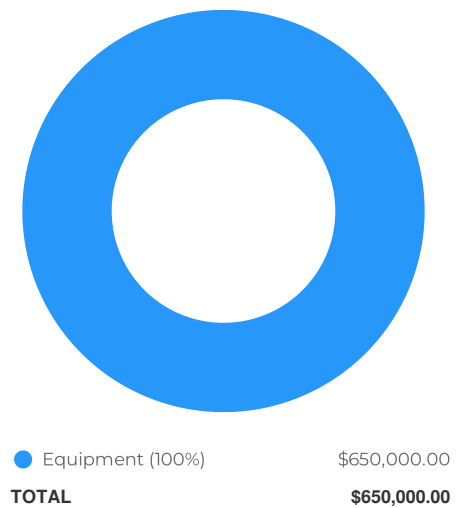
Capital Cost

FY2023 Budget	Total Budget (all years)
\$650,000	\$650K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Equipment	\$650,000
Total	\$650,000

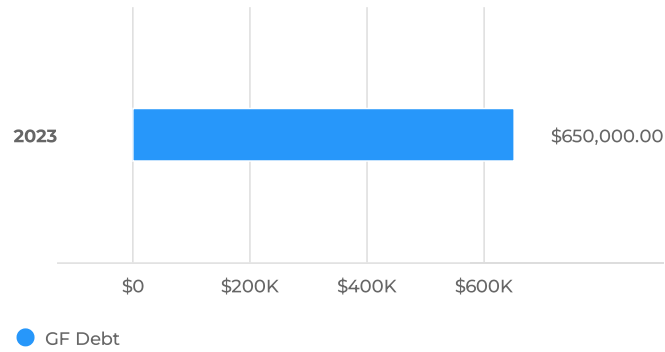


Funding Sources

FY2023 Budget
\$650,000

Total Budget (all years)
\$650K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
GF Debt	\$650,000
Total	\$650,000

DPU WATER TREATMENT REQUESTS



DPU WATER DEPT 8WHEEL ATV

Overview

Submitted By	Jeff Howes, Fleet manager
Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-4

Description

purchase a current model year 8 wheel atv to enable department personnel access to remote areas for servicing water system

Images



8 WHEEL ATV

ACTUAL MODEL MAY VARY

Details

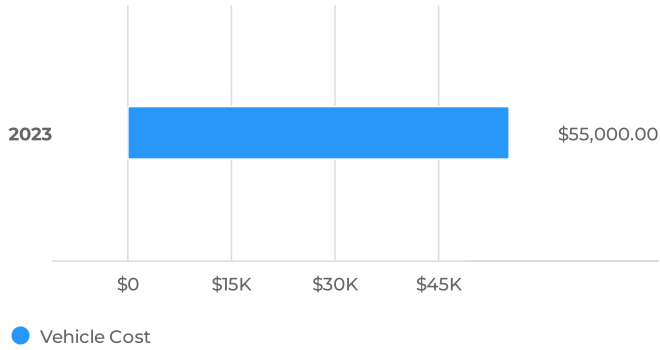
New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Capital Cost

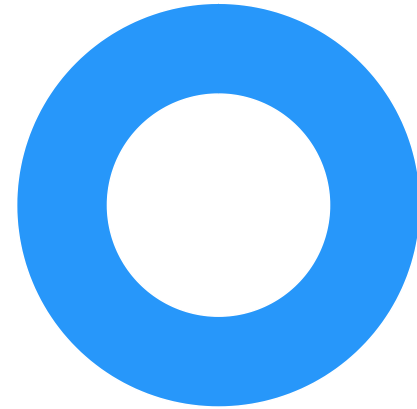
FY2023 Budget
\$55,000

Total Budget (all years)
\$55K

Capital Cost by Year



Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$55,000.00
TOTAL \$55,000.00

Capital Cost Breakdown

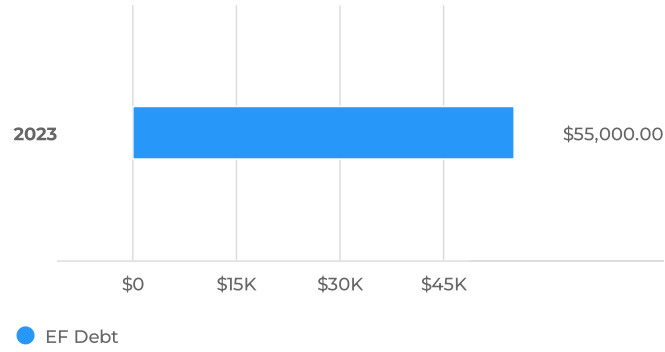
Capital Cost	FY2023
Vehicle Cost	\$55,000
Total	\$55,000

Funding Sources

FY2023 Budget
\$55,000

Total Budget (all years)
\$55K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$55,000
Total	\$55,000

Tandem hook lift DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-514

Description

Purchase a current model year cab and chassis for equipment transfer from unit 1620. Unit 1620 a 1988 ford is in need of an overhaul. I would like to purchase a cab and chassis, then have the equipment from 1620 swapped over to it. This will give the Water department more versatility when responding to utility emergencies. I don't believe that investing money into unit 1620 will yield a positive outcome.

Images



TANDEM HOOK LIFT



TANDEM HOOK LIFT

Details

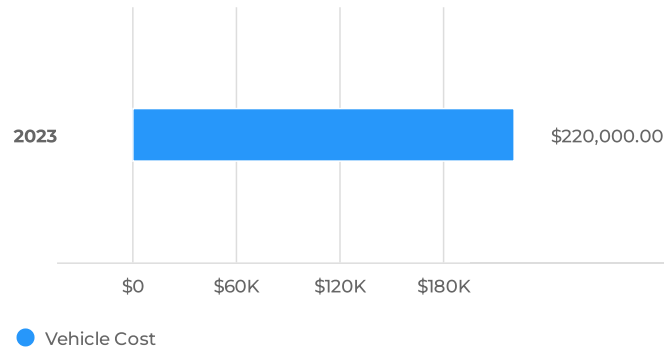
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

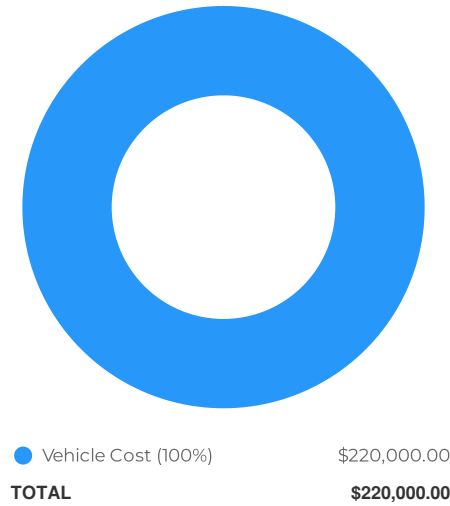
FY2023 Budget
\$220,000

Total Budget (all years)
\$220K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

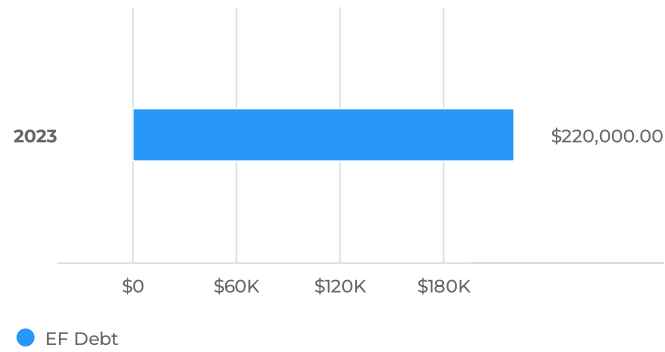
Capital Cost	FY2023
Vehicle Cost	\$220,000
Total	\$220,000

Funding Sources

FY2023 Budget
\$220,000

Total Budget (all years)
\$220K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$220,000
Total	\$220,000



1 Ton Pickup Truck DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-528

Description

Purchase 2 current model year 1 ton pickups with or without plows to replace same. One unit in FY23 and one in FY26. These units are all in the 10 year replacement schedule. The unit being replaced is a 2013 Chevrolet with 87000 miles. The reason for replacement is body rot.

Images



ONE TON PICKUP

Details

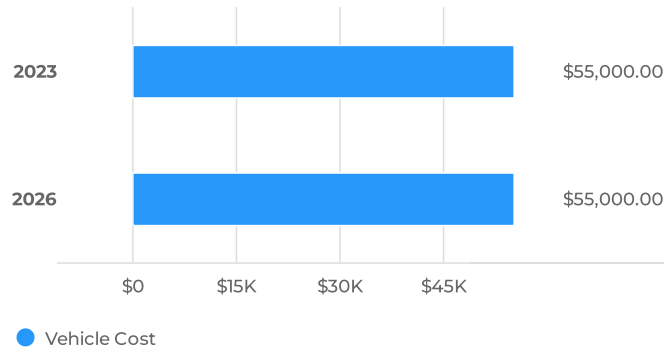
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

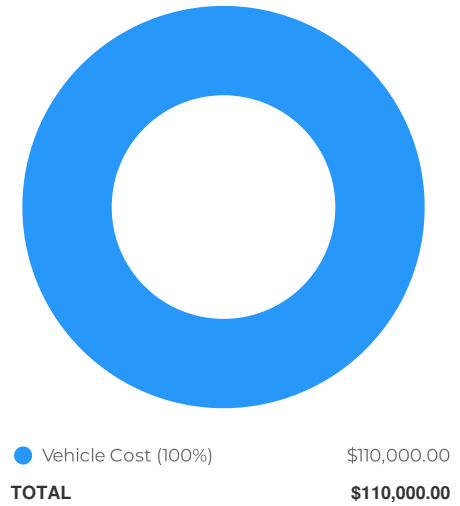
FY2023 Budget
\$55,000

Total Budget (all years)
\$110K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

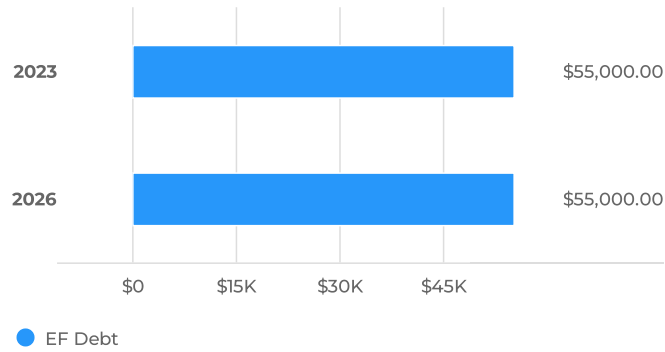
Capital Cost	FY2023	FY2026
Vehicle Cost	\$55,000	\$55,000
Total	\$55,000	\$55,000

Funding Sources

FY2023 Budget
\$55,000

Total Budget (all years)
\$110K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2023	FY2026
EF Debt	\$55,000	\$55,000
Total	\$55,000	\$55,000

Tandem dump truck rehab DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-530

Description

Rehab unit 1521 Tandem dump truck. This unit is a 2007 International with 5200 hours. We will replace the dump body and related items to prolong its life.

Images



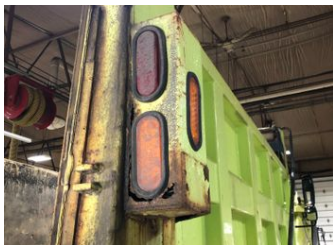
TANDEM DUMP



TANDEM DUMP



TANDEM DUMP



TANDEM DUMP

Details

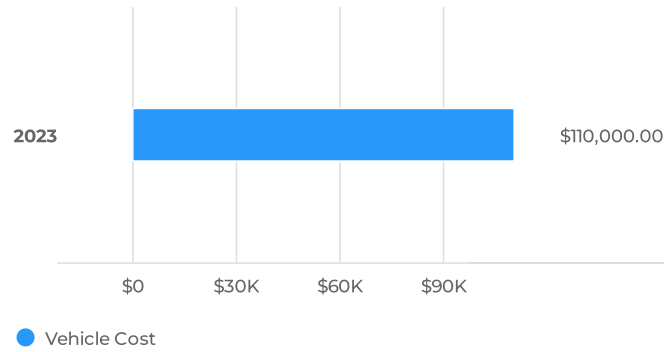
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

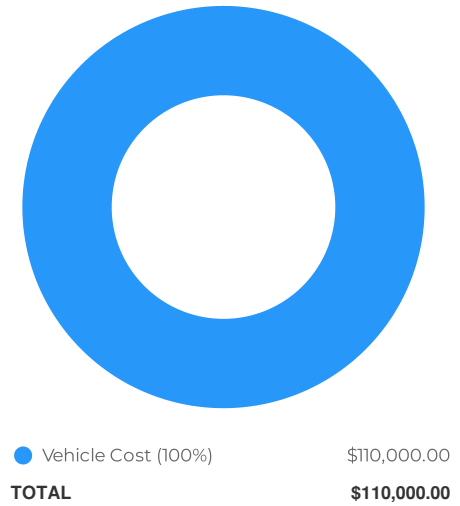
FY2023 Budget
\$110,000

Total Budget (all years)
\$110K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

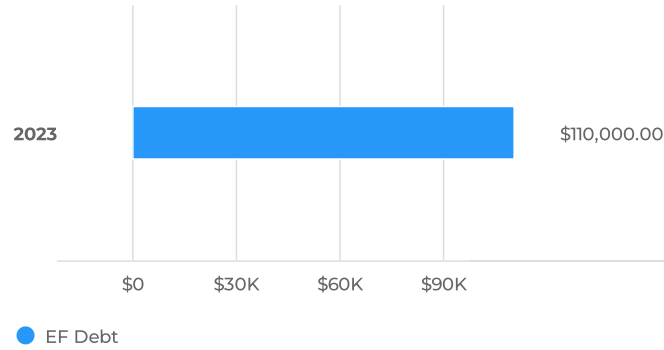
Capital Cost	FY2023
Vehicle Cost	\$110,000
Total	\$110,000

Funding Sources

FY2023 Budget
\$110,000

Total Budget (all years)
\$110K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$110,000
Total	\$110,000



Backhoe DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-529

Description

Purchase one current model year Backhoe in FY24(Water)

Details

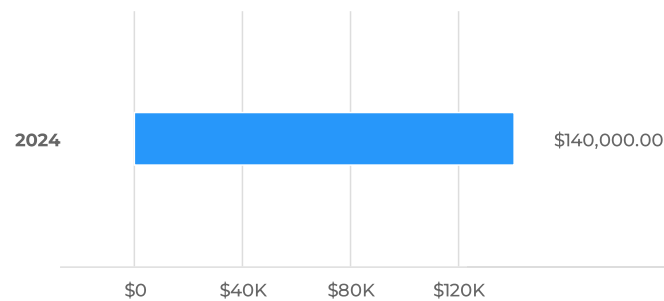
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

Total Budget (all years)

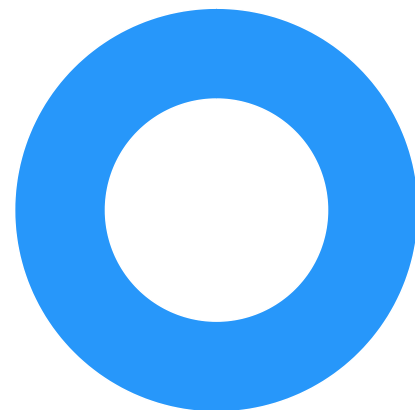
\$140K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$140,000.00
TOTAL \$140,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$140,000
Total	\$140,000

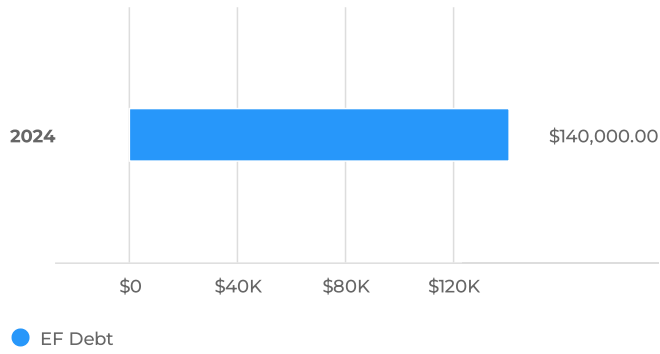


Funding Sources

Total Budget (all years)

\$140K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
EF Debt	\$140,000
Total	\$140,000

Gate box exerciser DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-532

Description

Purchase one current model year Gate box exerciser in FY23. The unit being replaced is a 2005 Wachs. This type of equipment is in the 10 to 15 year replacement category and we are well past that point. This unit has reached the end of its serviceable life and I believe investing money in this will not yield a positive outcome.

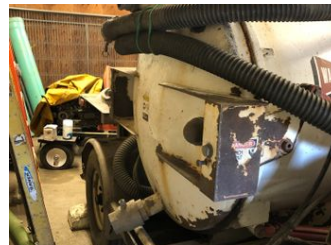
Images



GATE BOX EXERCISER



GATE BOX EXERCISER



GATE BOX EXERCISER



GATE BOX EXERCISER

Details

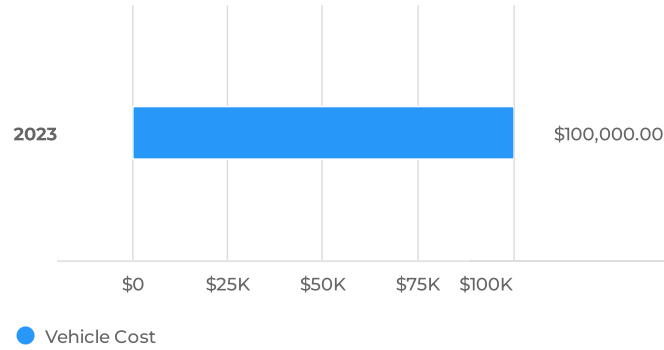
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

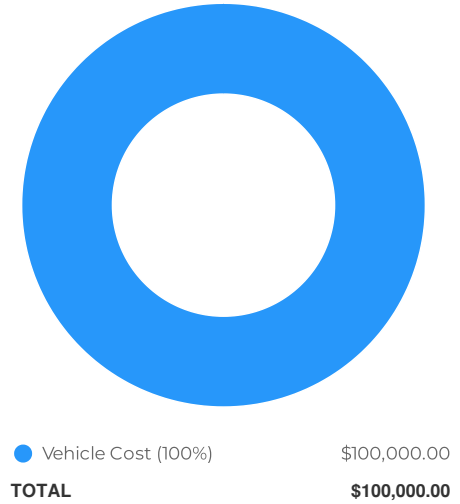
FY2023 Budget
\$100,000

Total Budget (all years)
\$100K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

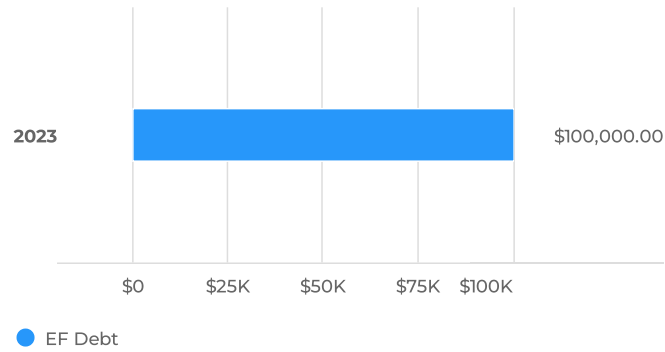
Capital Cost	FY2023
Vehicle Cost	\$100,000
Total	\$100,000

Funding Sources

FY2023 Budget
\$100,000

Total Budget (all years)
\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$100,000
Total	\$100,000

Jet rodder DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-533

Description

Purchase 2 current model year jet prodders one in FY24 and one in FY27

Details

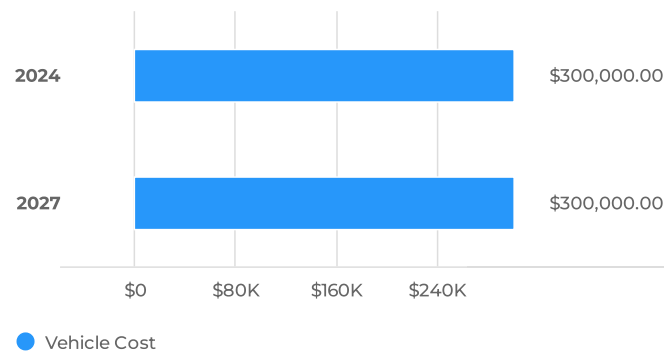
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

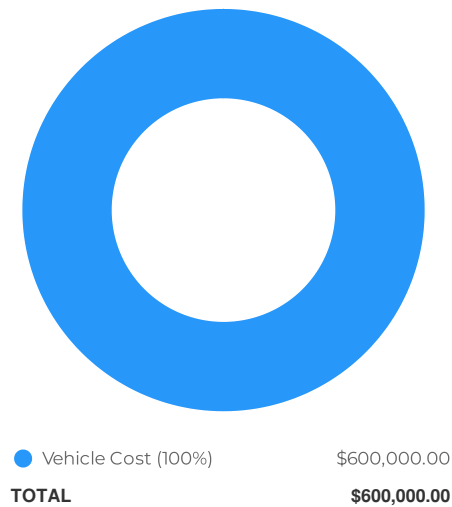
Total Budget (all years)

\$600K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	FY2027
Vehicle Cost	\$300,000	\$300,000
Total	\$300,000	\$300,000

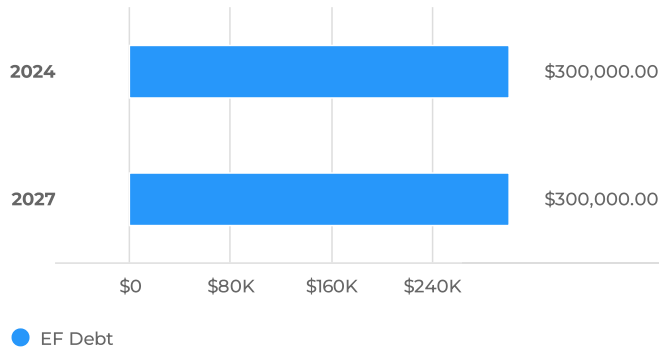


Funding Sources

Total Budget (all years)

\$600K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	FY2027
EF Debt	\$300,000	\$300,000
Total	\$300,000	\$300,000

1 ton van DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-534

Description

Purchase a current model year 1 ton van in FY25 to replace same

Details

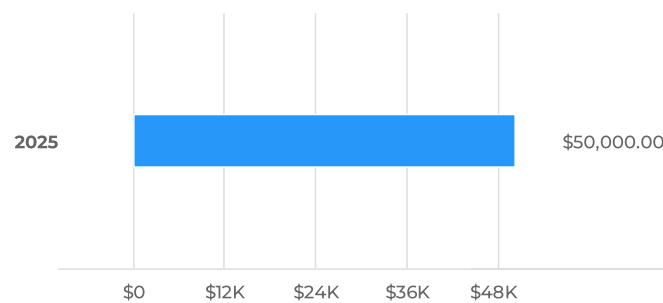
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

Total Budget (all years)

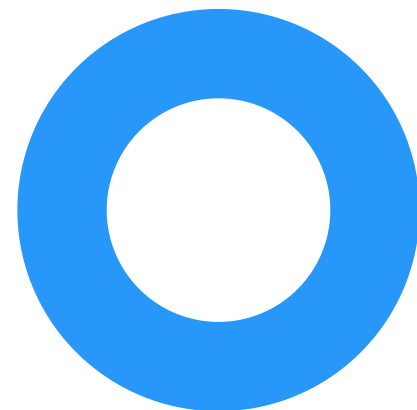
\$50K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$50,000.00
TOTAL \$50,000.00

Capital Cost Breakdown

Capital Cost	FY2025
Vehicle Cost	\$50,000
Total	\$50,000

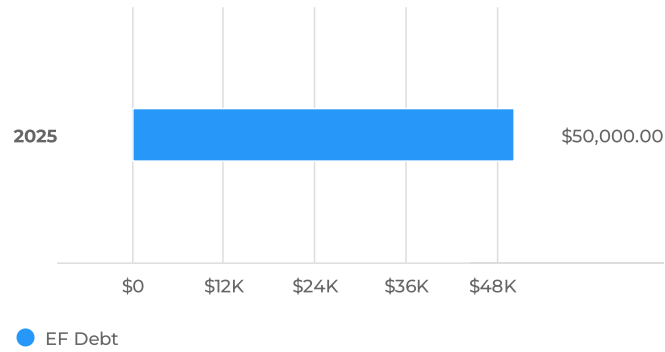


Funding Sources

Total Budget (all years)

\$50K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025
EF Debt	\$50,000
Total	\$50,000

1 Ton Hook Lift DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-536

Description

Purchase 3 current model year 1 Ton Hook Lift all season trucks (dump plow sand)with attachments. 2 in FY23 and 1 in FY24. The units being replaced in FY23 are a 2009 Ford F550 with 93000 miles and a 2011 ford F550 89000 miles. These units are in the 10 year replacement category and are one of the most utilized for public utilities. The reason for replacement is the body and under carriage rot and the age of these units. These trucks are used for salting in the winter and have been rehabbed once already. I don't believe that investing money in these trucks will yield a positive outcome.

Images



1 TON HOOKLOADER WATER
UNIT 1507 A 2009 FORD WITH
93000 MILES



1 TON HOOKLOADER WATER
UNIT 1515 A 2011 FORD WITH
89000 MILES



1515-2

Details

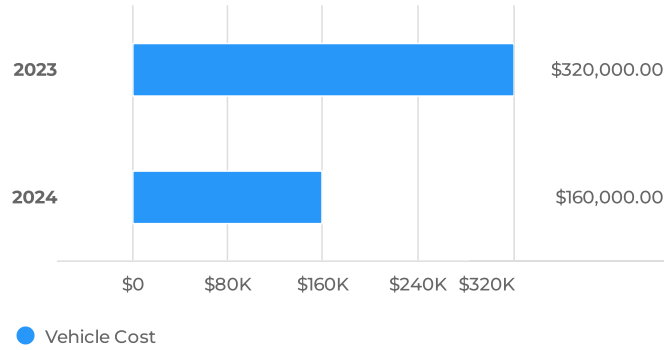
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

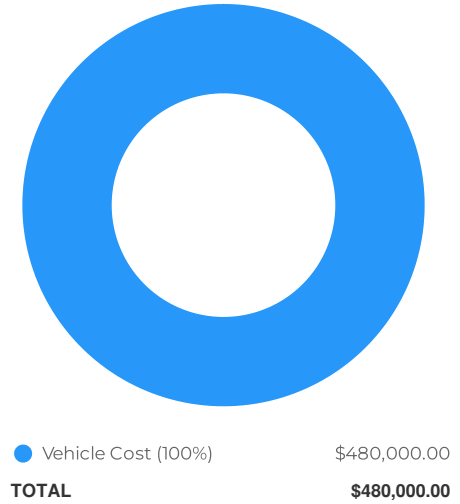
FY2023 Budget
\$320,000

Total Budget (all years)
\$480K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

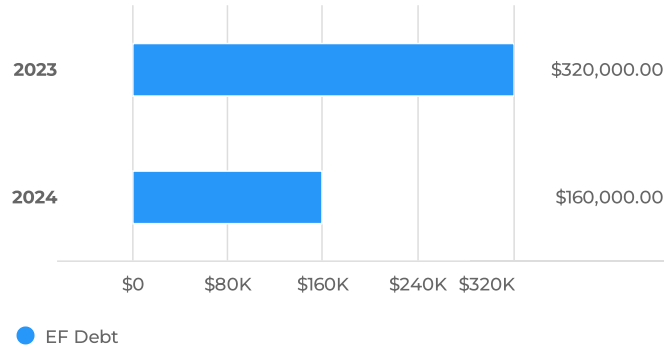
Capital Cost	FY2023	FY2024
Vehicle Cost	\$320,000	\$160,000
Total	\$320,000	\$160,000

Funding Sources

FY2023 Budget
\$320,000

Total Budget (all years)
\$480K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024
EF Debt	\$320,000	\$160,000
Total	\$320,000	\$160,000

AWD SUV DPU Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Water Treatment
Type	Capital Equipment
Project Number	2023-531

Description

Purchase a current model year all wheel drive SUV to replace same in FY24.

Images



AWD SUV

REPRESENTATIVE IMAGE ONLY
ACTUAL VEHICLE MAY VARY

Details

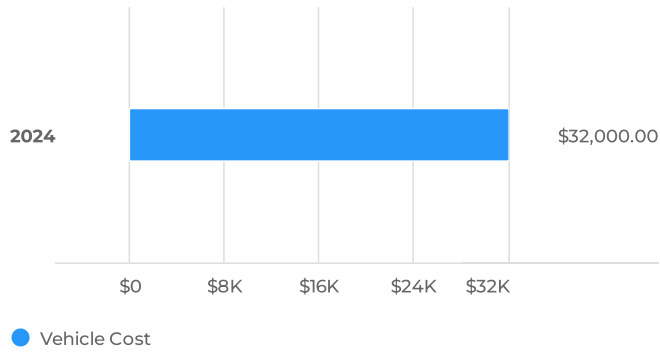
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

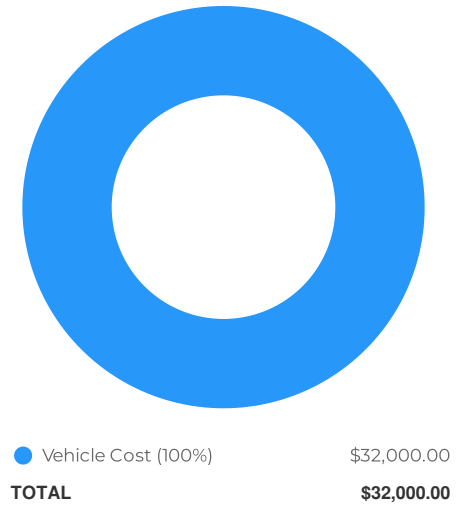
Total Budget (all years)

\$32K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

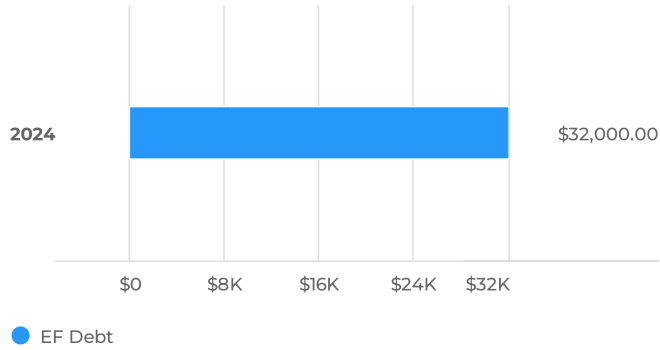
Capital Cost	FY2024
Vehicle Cost	\$32,000
Total	\$32,000

Funding Sources

Total Budget (all years)

\$32K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
EF Debt	\$32,000
Total	\$32,000

DPU WASTE WATER REQUESTS



DPU WASTE WATER SCISSOR LIFT

Overview

Submitted By	Jeff Howes, Fleet manager
Request Owner	Jeff Howes, Fleet manager
Department	Dpu Waste Water
Type	Capital Equipment
Project Number	2023-5

Description

Purchase a current model year scissor lift to enable personnel to service components inside various buildings throughout the water water complex.

Images



SCISSOR LIFT
ACTUAL MODEL MAY VARY

Details

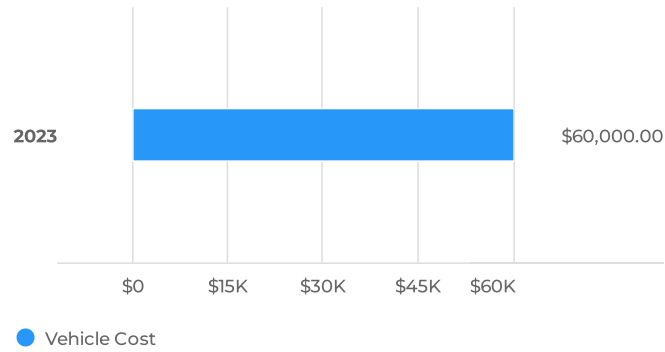
New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Capital Cost

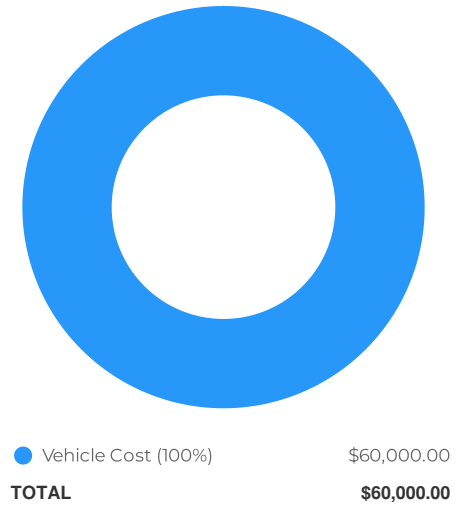
FY2023 Budget
\$60,000

Total Budget (all years)
\$60K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

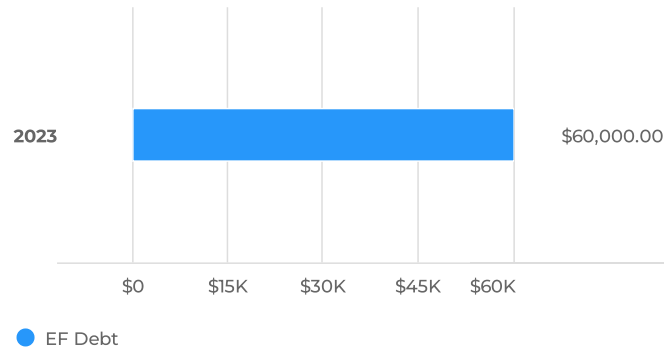
Capital Cost	FY2023
Vehicle Cost	\$60,000
Total	\$60,000

Funding Sources

FY2023 Budget
\$60,000

Total Budget (all years)
\$60K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$60,000
Total	\$60,000



1 Ton Pickup Truck DPU Waste Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Waste Water
Type	Capital Equipment
Project Number	2023-524

Description

Purchase 4 current model year 1 Ton Pickups with plow to replace same. The unit being replaced in FY23 is a 2013 Ford F250 with 55000 miles making it a perfect trade in.

Images



ONE TON PICKUP
UNIT1607



ONE TON PICKUP



ONE TON PICKUP



ONE TON PICKUP



ONE TON PICKUP

Details

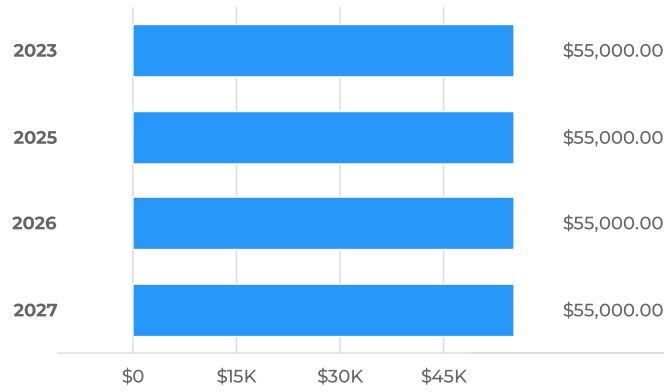
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

FY2023 Budget
\$55,000

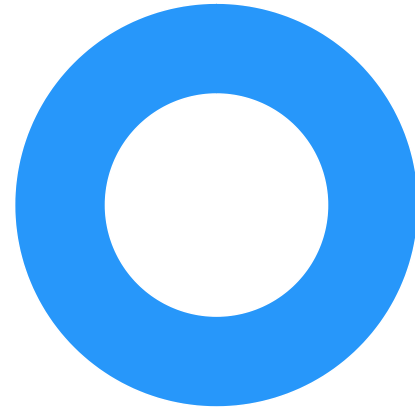
Total Budget (all years)
\$220K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$220,000.00
TOTAL \$220,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2025	FY2026	FY2027
Vehicle Cost	\$55,000	\$55,000	\$55,000	\$55,000
Total	\$55,000	\$55,000	\$55,000	\$55,000

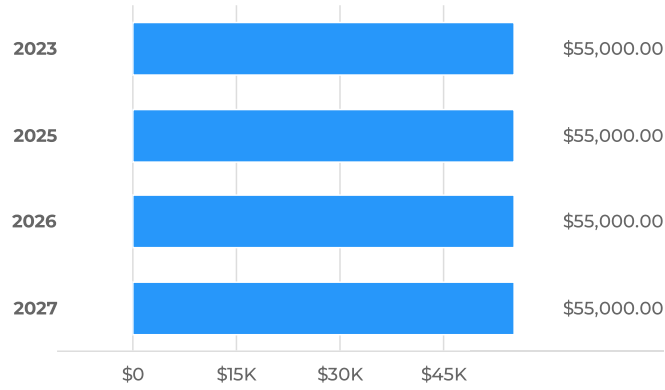


Funding Sources

FY2023 Budget
\$55,000

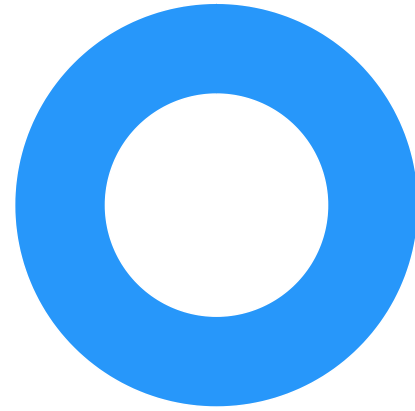
Total Budget (all years)
\$220K

Funding Sources by Year



● EF Debt

Funding Sources for Budgeted Years



● EF Debt (100%) \$220,000.00
TOTAL \$220,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2025	FY2026	FY2027
EF Debt	\$55,000	\$55,000	\$55,000	\$55,000
Total	\$55,000	\$55,000	\$55,000	\$55,000



Telescoping boom forklift DPU Waste Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Waste Water
Type	Capital Equipment
Project Number	2023-525

Description

Purchase one current model year Telescoping boom forklift in FY24

Details

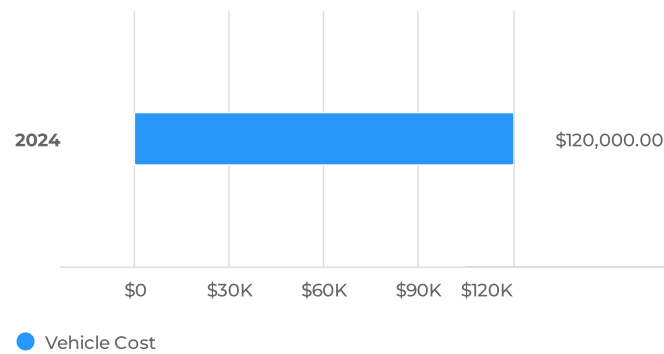
New Purchase or Replacement	New
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

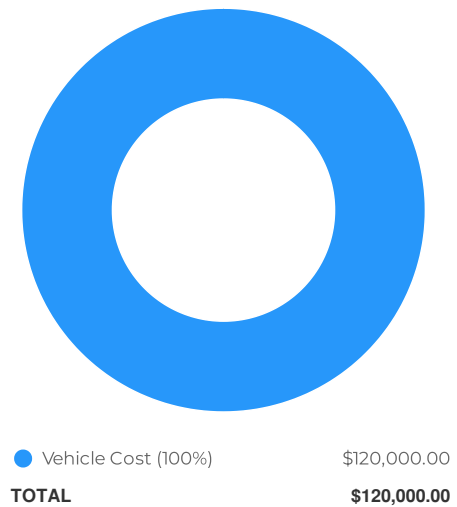
Total Budget (all years)

\$120K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown	
Capital Cost	FY2024
Vehicle Cost	\$120,000
Total	\$120,000

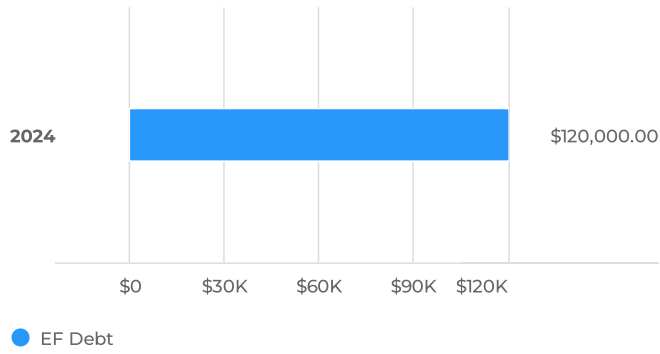


Funding Sources

Total Budget (all years)

\$120K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
EF Debt	\$120,000
Total	\$120,000

Forklift DPU Waste Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Waste Water
Type	Capital Equipment
Project Number	2023-526

Description

Purchase current model year forklift to replace same. The unit being replaced is a 1999 Caterpillar with unknown hours. The reason for replacement is this machine has reached the end of its serviceable life.

Images



FORKLIFT

Details

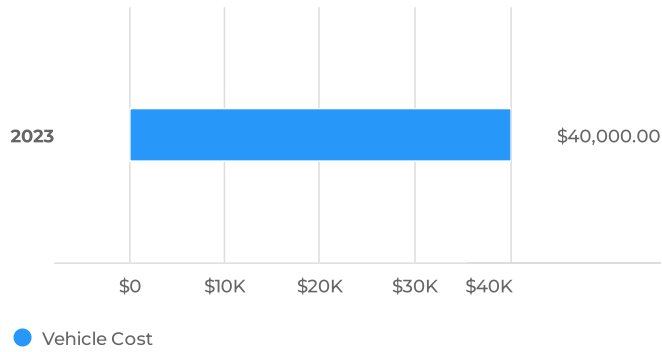
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

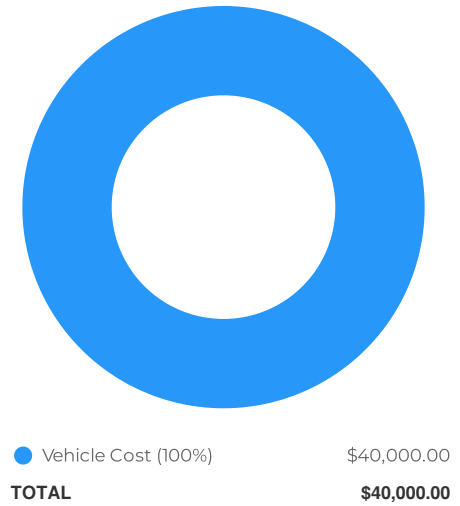
FY2023 Budget
\$40,000

Total Budget (all years)
\$40K

Capital Cost by Year



Capital Cost for Budgeted Years



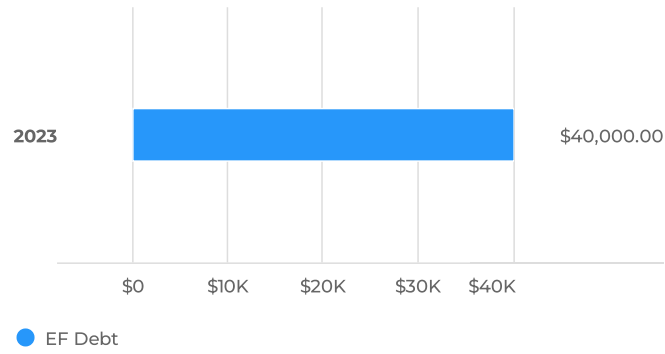
Capital Cost Breakdown	
Capital Cost	FY2023
Vehicle Cost	\$40,000
Total	\$40,000

Funding Sources

FY2023 Budget
\$40,000

Total Budget (all years)
\$40K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$40,000
Total	\$40,000

1 Ton hook lift DPU Waste Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Waste Water
Type	Capital Equipment
Project Number	2023-527

Description

Purchase 1 current model year 1 Ton Hook Lift all season truck (dump plow sand) with attachments in FY23. The unit being replaced is a 2011 Ford F550 with 93000 miles on it. This unit is in the 10 year replacement category and is one of the most utilized for public utilities. The reason for replacement is the body and under carriage rot and the age of it. This truck is used for salting in the winter and has been rehabbed once already. I don't believe that investing money in this truck will yield a positive outcome.

Images



1 TON HOOKLOADER

Details

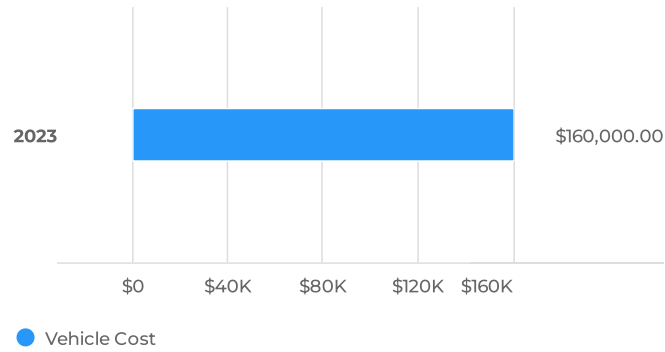
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

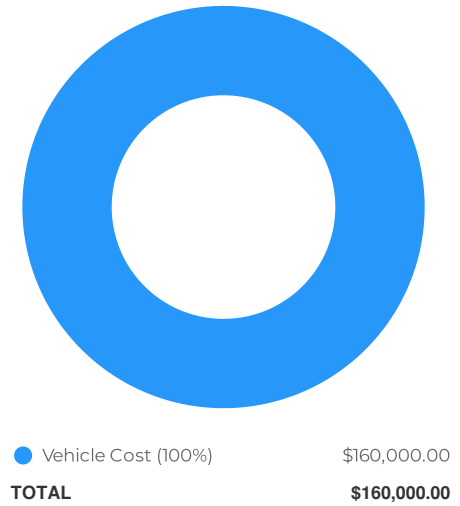
FY2023 Budget
\$160,000

Total Budget (all years)
\$160K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023
Vehicle Cost	\$160,000
Total	\$160,000

Funding Sources

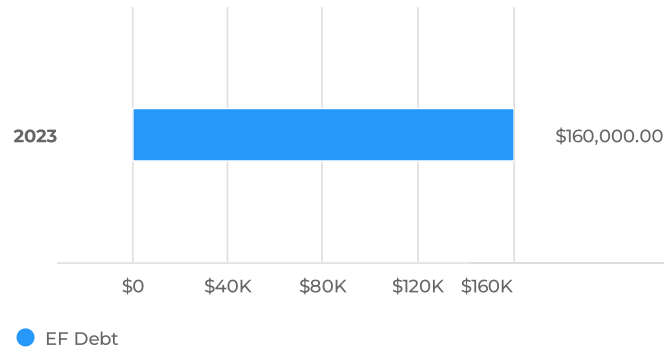
FY2023 Budget

\$160,000

Total Budget (all years)

\$160K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2023
EF Debt	\$160,000
Total	\$160,000

1 Ton Utility Body Truck DPU Waste Water

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Dpu Waste Water
Type	Capital Equipment
Project Number	2023-523

Description

Purchase 3 current model year 1 Ton Utility Body Truck with or without plow in FY24 25 and 26

Details

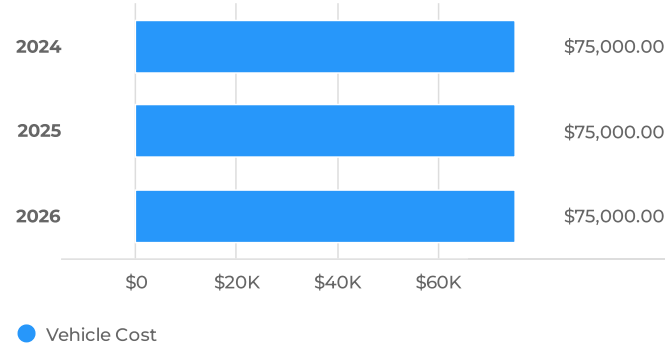
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

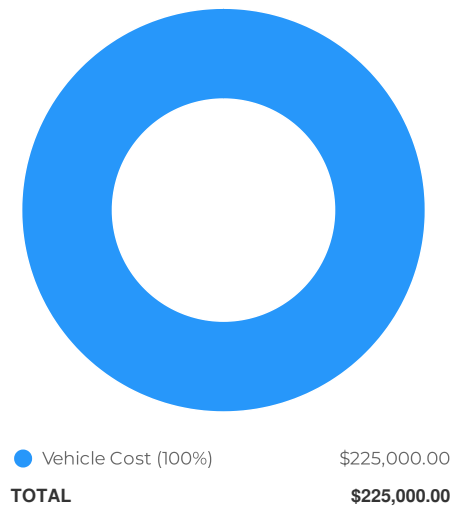
Total Budget (all years)

\$225K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026
Vehicle Cost	\$75,000	\$75,000	\$75,000
Total	\$75,000	\$75,000	\$75,000

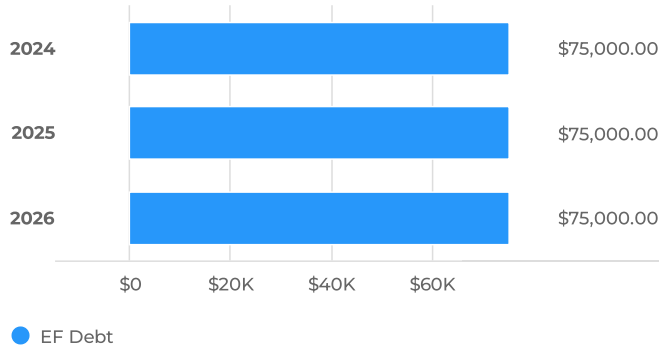


Funding Sources

Total Budget (all years)

\$225K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	FY2024	FY2025	FY2026
EF Debt	\$75,000	\$75,000	\$75,000
Total	\$75,000	\$75,000	\$75,000

RSVP REQUESTS



AWD Van

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Rsvp
Type	Capital Equipment
Project Number	2023-508

Description

Purchase one current model year all wheel drive van in FY24

Details

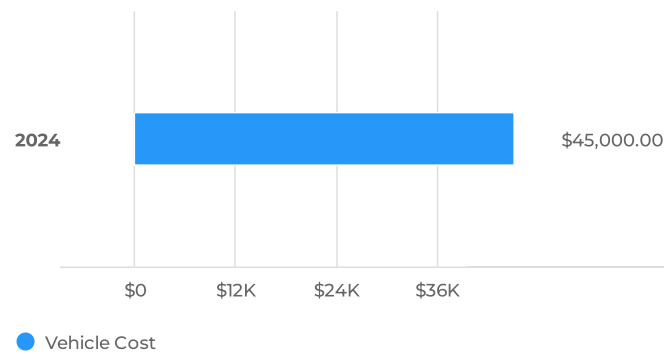
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

Capital Cost

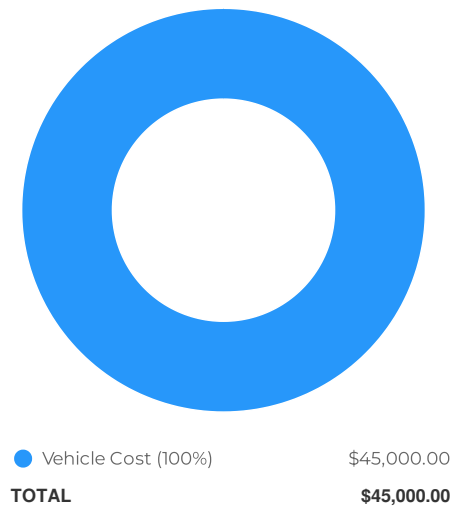
Total Budget (all years)

\$45K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$45,000
Total	\$45,000

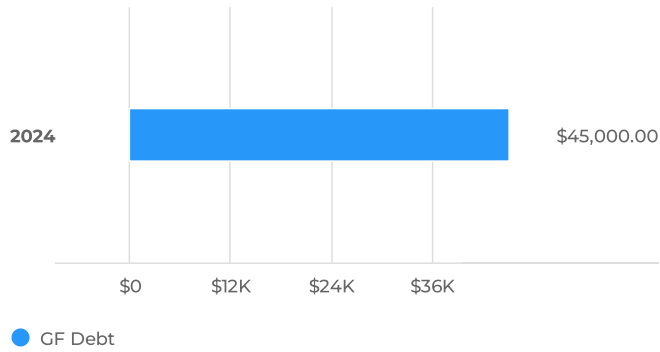


Funding Sources

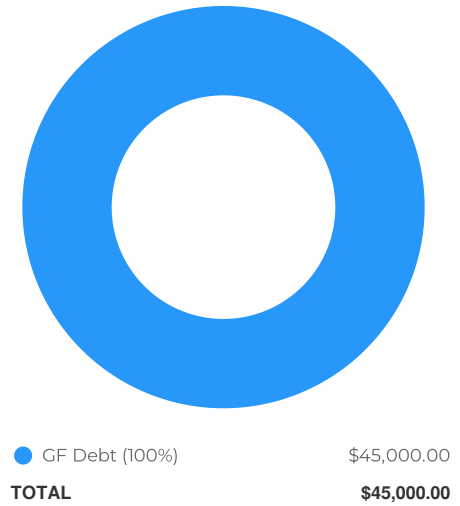
Total Budget (all years)

\$45K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$45,000
Total	\$45,000



HEALTH & INSPECTIONS REQUESTS



Compact Sedan

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Health & Inspections
Type	Capital Equipment
Project Number	2023-540

Description

Annual replacement of inspectors vehicles - adding 1 unit to the fleet for the health dept in FY23 due to hiring an additional inspector

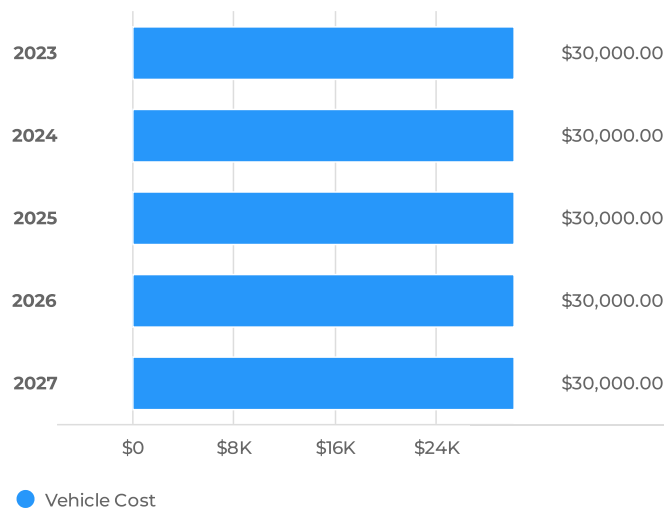
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	10 or more years

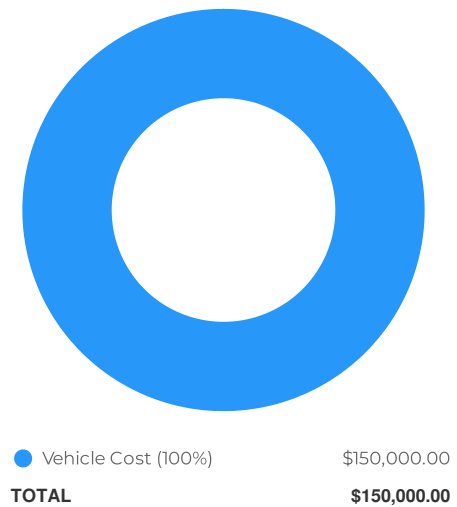
Capital Cost

FY2023 Budget **\$30,000** Total Budget (all years) **\$150K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown					
Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Total	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

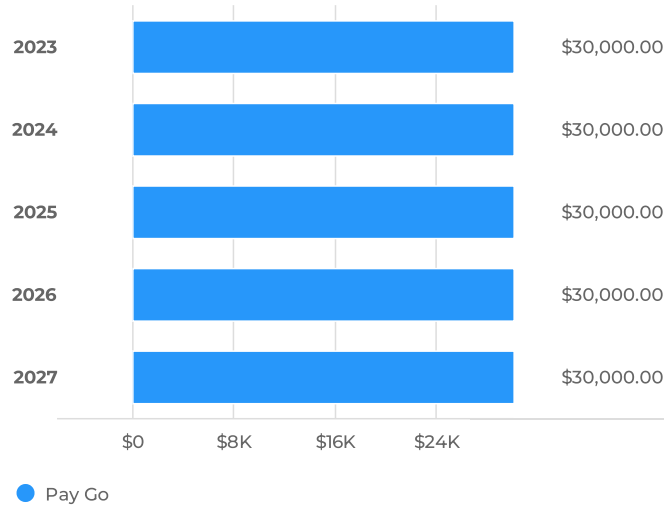


Funding Sources

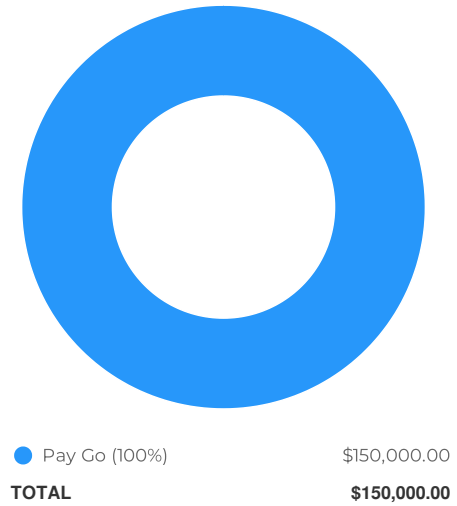
FY2023 Budget
\$30,000

Total Budget (all years)
\$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
Pay Go	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Total	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000



POLICE - UNIFORMED REQUESTS



Replace Chief's cruiser

Overview

Request Owner	Matthew Kerwood
Department	Police - Uniformed
Type	Capital Equipment
Project Number	2023-541

Description

Replace Chief's cruiser

Details

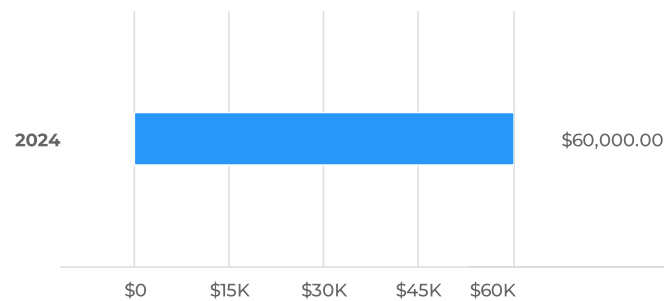
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	3 or Less

Capital Cost

Total Budget (all years)

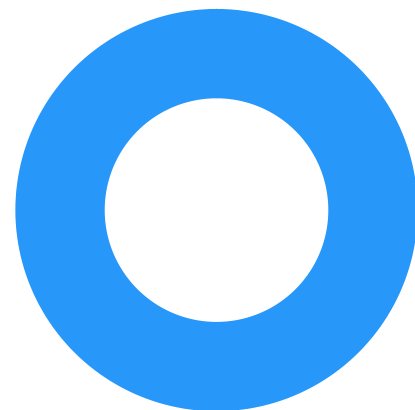
\$60K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%)	\$60,000.00
TOTAL	\$60,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$60,000
Total	\$60,000

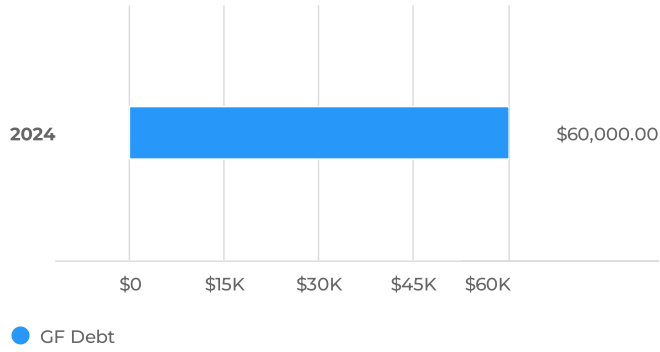


Funding Sources

Total Budget (all years)

\$60K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$60,000
Total	\$60,000

Replace special purpose and support vehicles

Overview

Request Owner	Matthew Kerwood
Department	Police - Uniformed
Type	Capital Equipment
Project Number	2023-542

Description

Replace special purpose and support vehicles

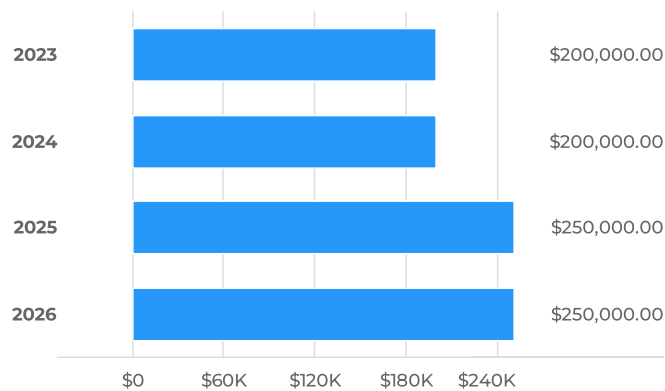
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	5

Capital Cost

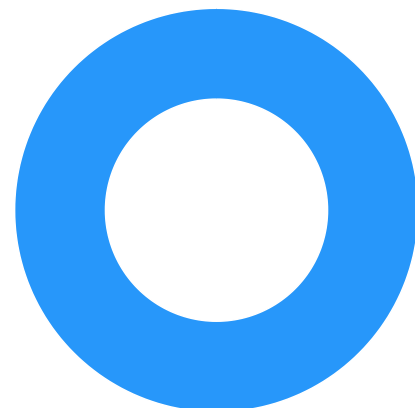
FY2023 Budget	Total Budget (all years)
\$200,000	\$900K

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$900,000.00
TOTAL \$900,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Vehicle Cost	\$200,000	\$200,000	\$250,000	\$250,000
Total	\$200,000	\$200,000	\$250,000	\$250,000

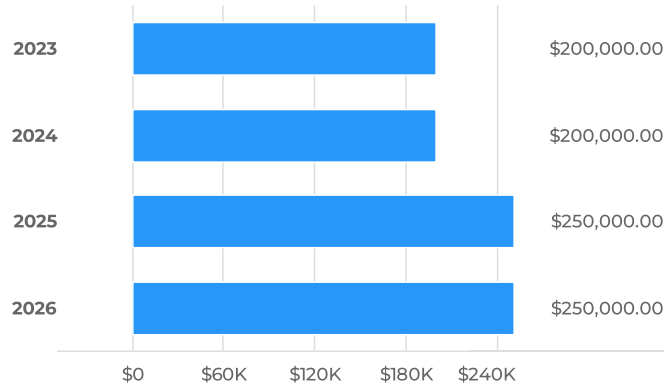


Funding Sources

FY2023 Budget
\$200,000

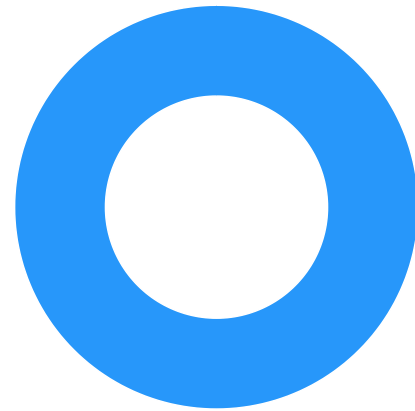
Total Budget (all years)
\$900K

Funding Sources by Year



● GF Debt

Funding Sources for Budgeted Years



● GF Debt (100%) \$900,000.00
TOTAL \$900,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
GF Debt	\$200,000	\$200,000	\$250,000	\$250,000
Total	\$200,000	\$200,000	\$250,000	\$250,000



Replace frontline cruisers

Overview

Request Owner	Matthew Kerwood
Department	Police - Uniformed
Type	Capital Equipment
Project Number	2023-543

Description

Replace 4 frontline cruisers

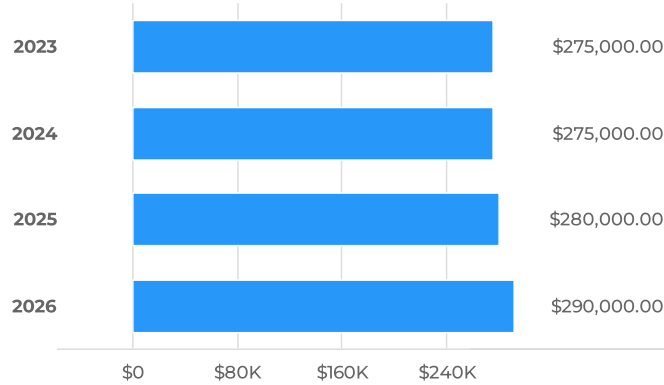
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	4

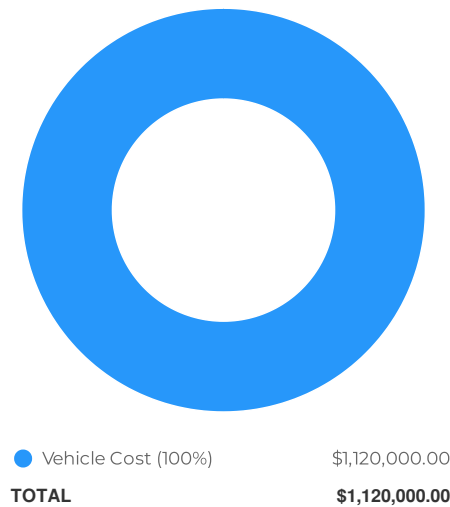
Capital Cost

FY2023 Budget	Total Budget (all years)
\$275,000	\$1.12M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Vehicle Cost	\$275,000	\$275,000	\$280,000	\$290,000
Total	\$275,000	\$275,000	\$280,000	\$290,000

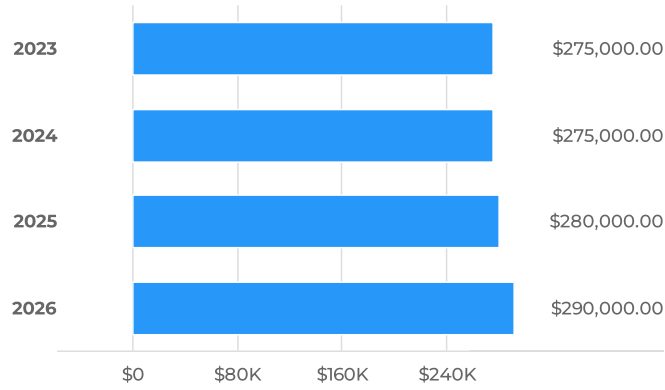


Funding Sources

FY2023 Budget
\$275,000

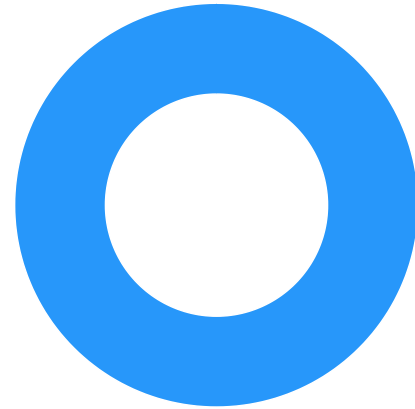
Total Budget (all years)
\$1.12M

Funding Sources by Year



● Pay Go

Funding Sources for Budgeted Years



● Pay Go (100%) \$1,120,000.00

TOTAL \$1,120,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
Pay Go	\$275,000	\$275,000	\$280,000	\$290,000
Total	\$275,000	\$275,000	\$280,000	\$290,000



PD Technology/Software Implementation Program

Overview

Request Owner	Mike Wynn, Police Chief
Department	Police - Uniformed
Type	Capital Equipment
Project Number	2023-804

Description

PD Technology/Software Implementation Program

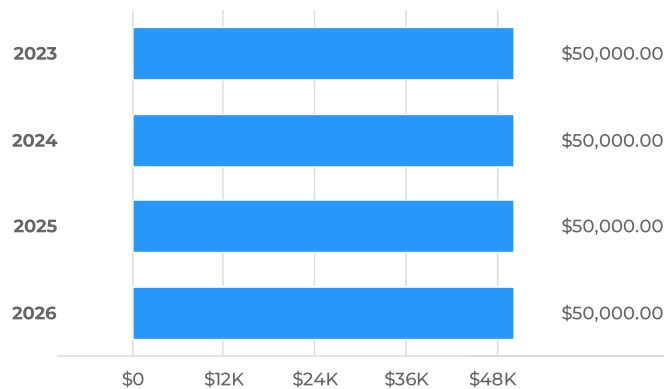
Details

New Purchase or Replacement New Purchase

Capital Cost

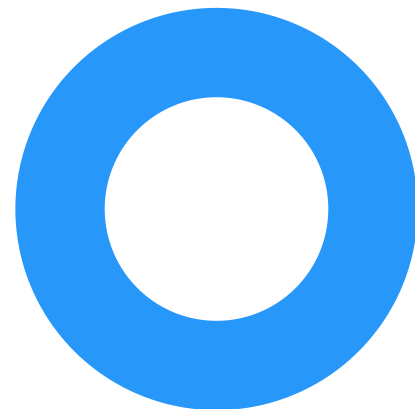
FY2023 Budget Total Budget (all years)
\$50,000 **\$200K**

Capital Cost by Year



● Equipment

Capital Cost for Budgeted Years



● Equipment (100%) \$200,000.00
TOTAL **\$200,000.00**

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Equipment	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$50,000	\$50,000	\$50,000	\$50,000

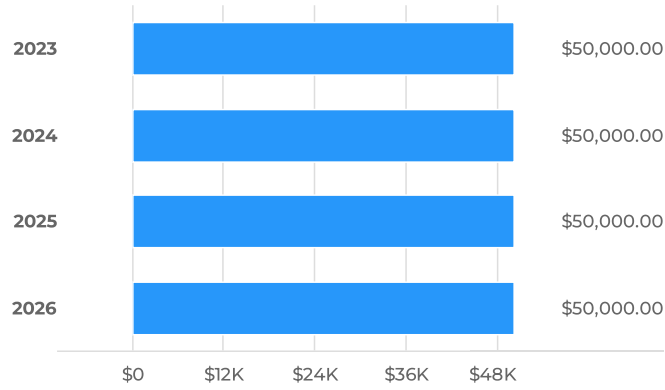


Funding Sources

FY2023 Budget
\$50,000

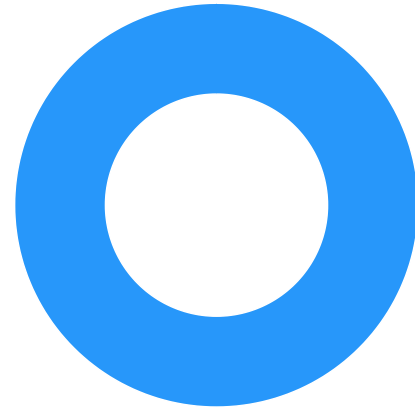
Total Budget (all years)
\$200K

Funding Sources by Year



● Pay Go

Funding Sources for Budgeted Years



● Pay Go (100%) \$200,000.00
TOTAL \$200,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
Pay Go	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$50,000	\$50,000	\$50,000	\$50,000



Replace Police Computers

Overview

Request Owner: Mike Wynn, Police Chief
 Department: Police - Uniformed
 Type: Capital Equipment
 Project Number: 2023-805

Description

Replace Police Computers

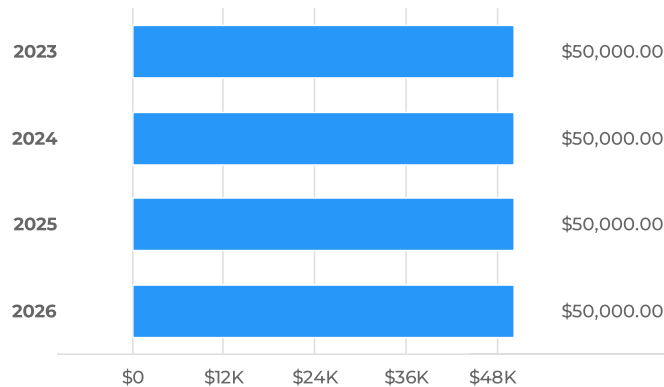
Details

New Purchase or Replacement: Replacement

Capital Cost

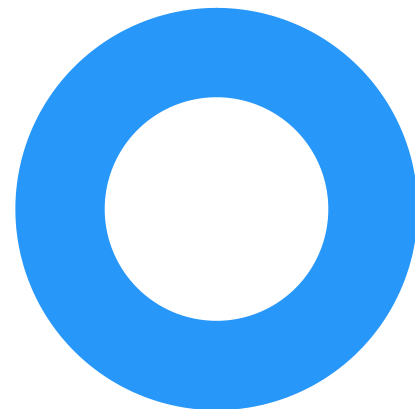
FY2023 Budget: **\$50,000**
 Total Budget (all years): **\$200K**

Capital Cost by Year



● Equipment

Capital Cost for Budgeted Years



● Equipment (100%) \$200,000.00
TOTAL \$200,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Equipment	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$50,000	\$50,000	\$50,000	\$50,000

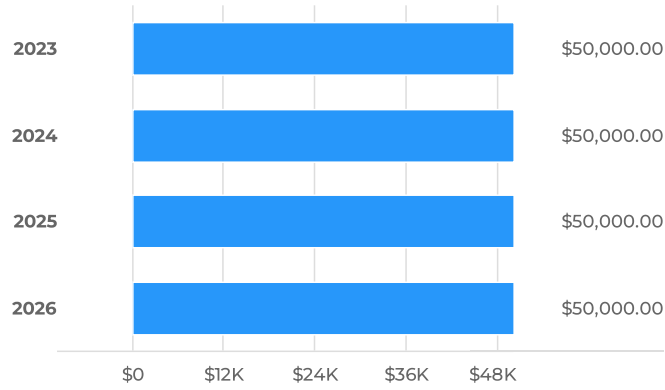


Funding Sources

FY2023 Budget
\$50,000

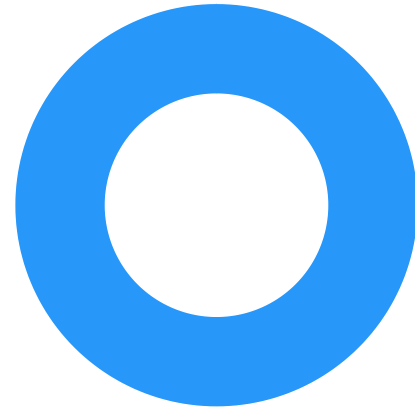
Total Budget (all years)
\$200K

Funding Sources by Year



● Pay Go

Funding Sources for Budgeted Years



● Pay Go (100%) \$200,000.00
TOTAL \$200,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
Pay Go	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$50,000	\$50,000	\$50,000	\$50,000



Replace Police communications equipment

Overview

Request Owner	Mike Wynn, Police Chief
Department	Police - Uniformed
Type	Capital Equipment
Project Number	2023-806

Description

Replace Police communications equipment

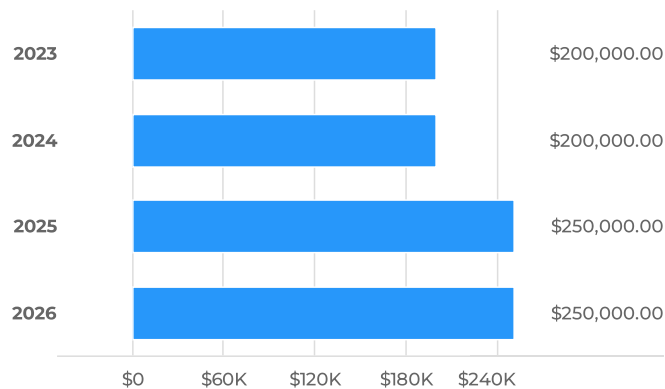
Details

New Purchase or Replacement Replacement

Capital Cost

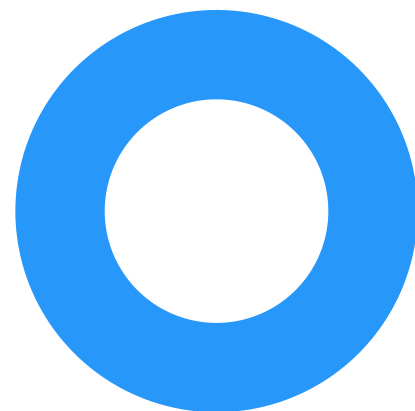
FY2023 Budget Total Budget (all years)
\$200,000 **\$900K**

Capital Cost by Year



● Equipment

Capital Cost for Budgeted Years



● Equipment (100%) \$900,000.00
TOTAL **\$900,000.00**

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Equipment	\$200,000	\$200,000	\$250,000	\$250,000
Total	\$200,000	\$200,000	\$250,000	\$250,000

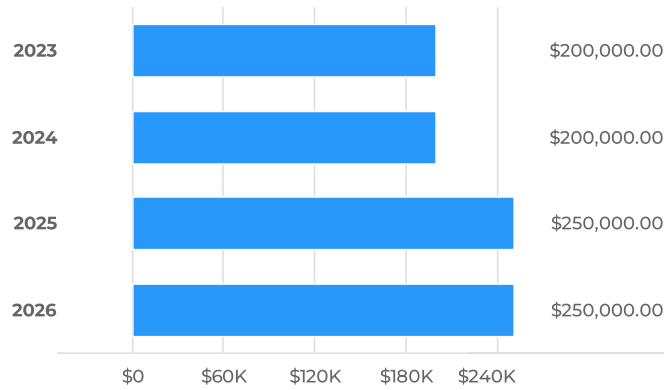


Funding Sources

FY2023 Budget
\$200,000

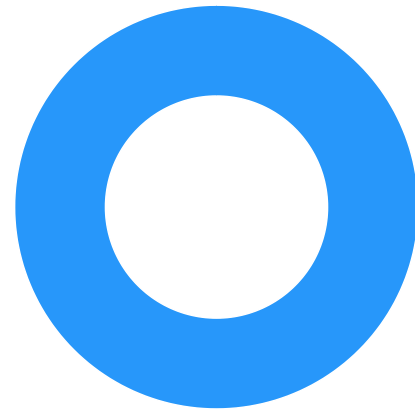
Total Budget (all years)
\$900K

Funding Sources by Year



● GF Debt

Funding Sources for Budgeted Years



● GF Debt (100%) \$900,000.00
TOTAL \$900,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
GF Debt	\$200,000	\$200,000	\$250,000	\$250,000
Total	\$200,000	\$200,000	\$250,000	\$250,000



Replace mobile data terminals (MDTs)

Overview

Request Owner	Mike Wynn, Police Chief
Department	Police - Uniformed
Type	Capital Equipment
Project Number	2023-809

Description

Replace mobile data terminals (MDTs)

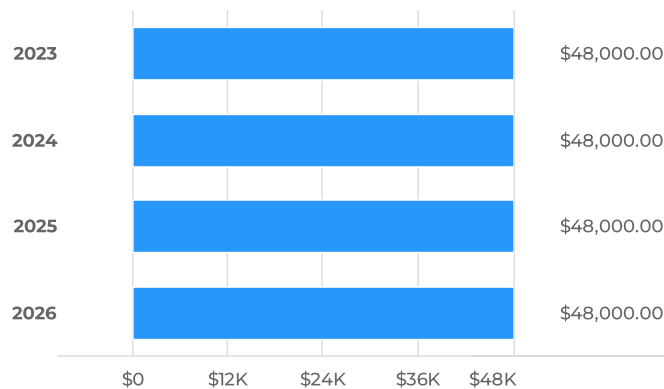
Details

New Purchase or Replacement Replacement

Capital Cost

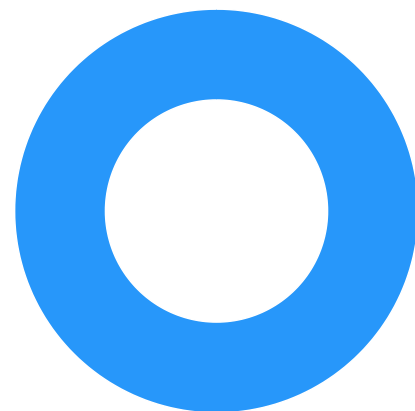
FY2023 Budget Total Budget (all years)
\$48,000 **\$192K**

Capital Cost by Year



● Equipment

Capital Cost for Budgeted Years



● Equipment (100%) \$192,000.00
TOTAL **\$192,000.00**

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Equipment	\$48,000	\$48,000	\$48,000	\$48,000
Total	\$48,000	\$48,000	\$48,000	\$48,000

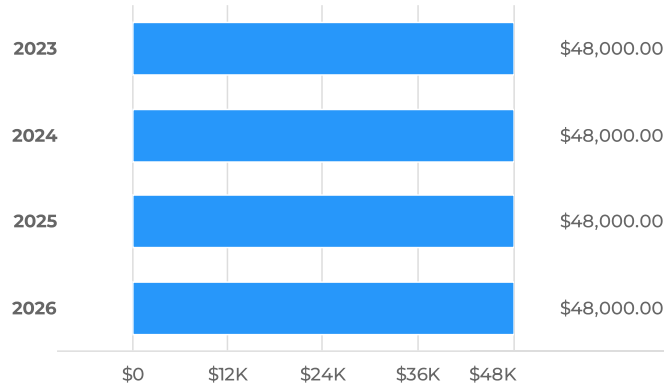


Funding Sources

FY2023 Budget
\$48,000

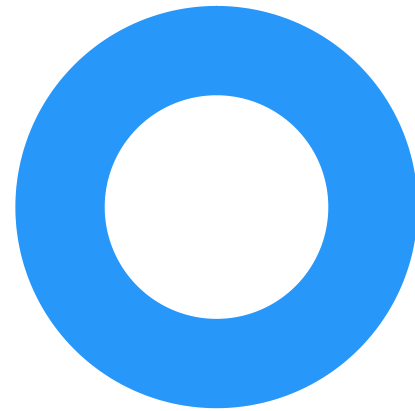
Total Budget (all years)
\$192K

Funding Sources by Year



● GF Debt

Funding Sources for Budgeted Years



● GF Debt (100%) \$192,000.00
TOTAL \$192,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
GF Debt	\$48,000	\$48,000	\$48,000	\$48,000
Total	\$48,000	\$48,000	\$48,000	\$48,000



New Police HQ Facility and Campus - Construction

Overview

Request Owner	Mike Wynn, Police Chief
Department	Police - Uniformed
Type	Capital Improvement
Project Number	2023-618

Description

New Police HQ Facility and Campus - Construction

Details

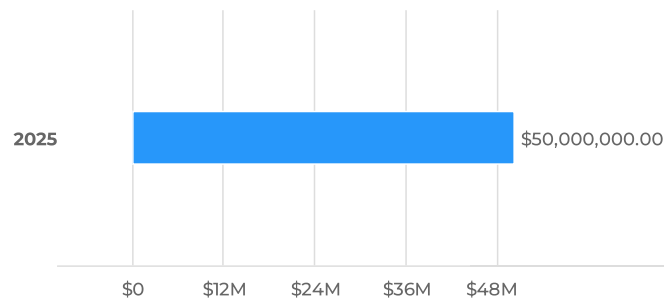
Type of Project	New Construction
-----------------	------------------

Capital Cost

Total Budget (all years)

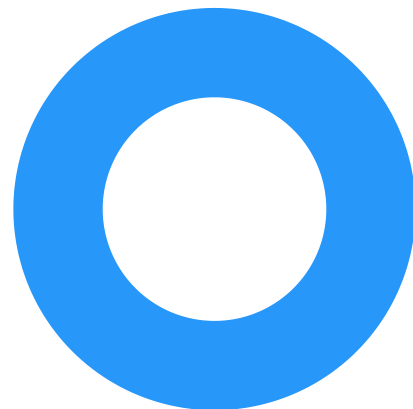
\$50M

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$50,000,000.00

TOTAL \$50,000,000.00

Capital Cost Breakdown

Capital Cost	FY2025
Repairs/Improvements	\$50,000,000
Total	\$50,000,000

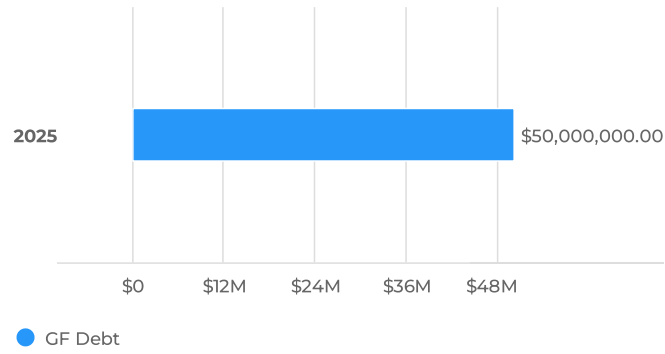


Funding Sources

Total Budget (all years)

\$50M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2025
GF Debt	\$50,000,000
Total	\$50,000,000

New Police HQ Design and Planning (Phase I - Site)

Overview

Request Owner	Mike Wynn, Police Chief
Department	Police - Uniformed
Type	Capital Improvement
Project Number	2023-619

Description

New Police HQ Design and Planning (Phase I - Site)

Details

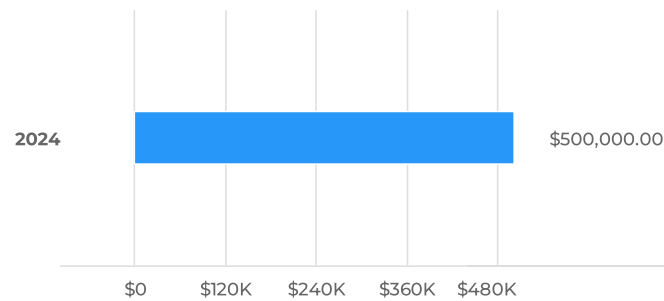
Type of Project	New Construction
-----------------	------------------

Capital Cost

Total Budget (all years)

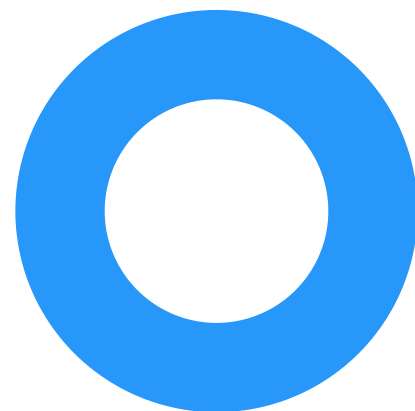
\$500K

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$500,000.00
TOTAL \$500,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Repairs/Improvements	\$500,000
Total	\$500,000

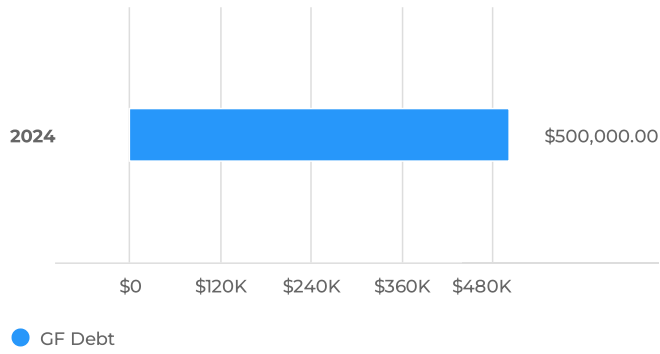


Funding Sources

Total Budget (all years)

\$500K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$500,000
Total	\$500,000

New Police HQ Design and Planning (Phase II)

Overview

Request Owner	Mike Wynn, Police Chief
Department	Police - Uniformed
Type	Capital Improvement
Project Number	2023-620

Description

New Police HQ Design and Planning (Phase II)

Details

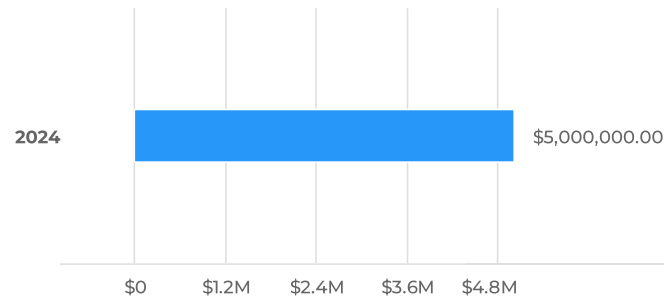
Type of Project	New Construction
-----------------	------------------

Capital Cost

Total Budget (all years)

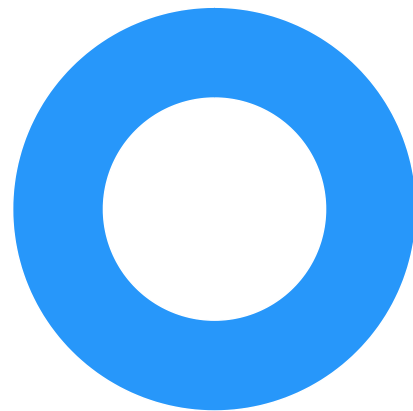
\$5M

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$5,000,000.00

TOTAL \$5,000,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Repairs/Improvements	\$5,000,000
Total	\$5,000,000

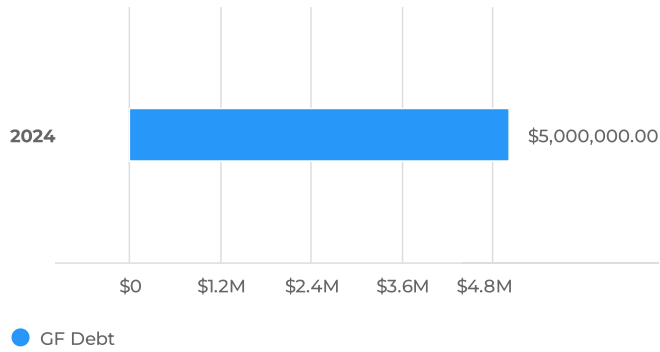


Funding Sources

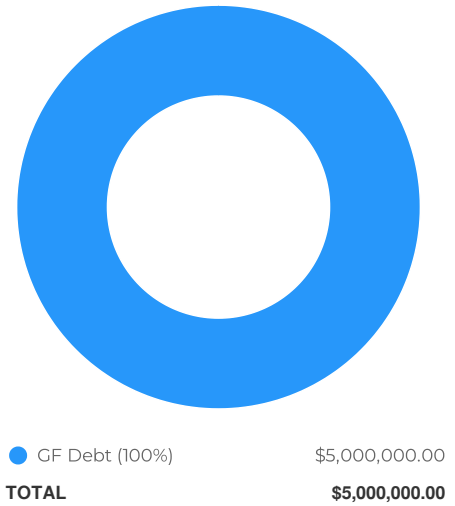
Total Budget (all years)

\$5M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$5,000,000
Total	\$5,000,000

EDUCATION REQUESTS



Replacement of Bus Fleet

Overview

Request Owner	Jeff Howes, Fleet manager
Department	Education
Type	Capital Equipment
Project Number	2023-544

Description

Replacement of Bus Fleet

Details

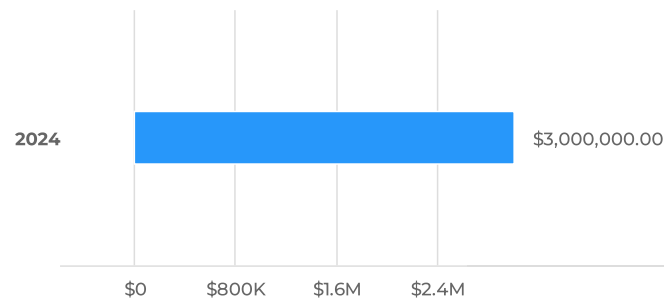
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	U

Capital Cost

Total Budget (all years)

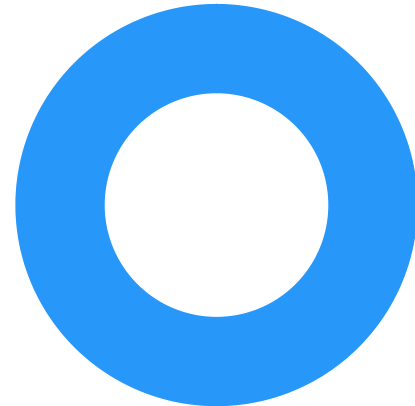
\$3M

Capital Cost by Year



● Vehicle Cost

Capital Cost for Budgeted Years



● Vehicle Cost (100%) \$3,000,000.00
TOTAL \$3,000,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$3,000,000
Total	\$3,000,000

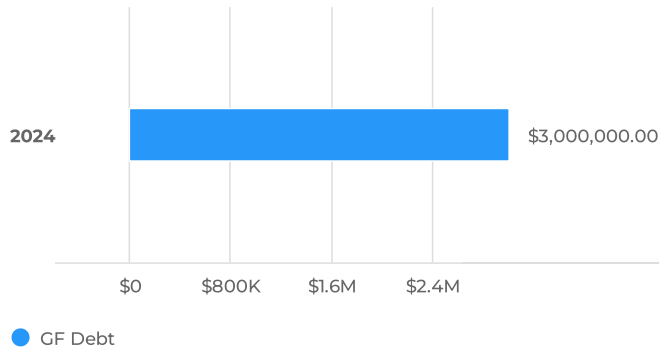


Funding Sources

Total Budget (all years)

\$3M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
GF Debt	\$3,000,000
Total	\$3,000,000

SEWER REQUESTS



WWTP Security Improvements

Overview

Request Owner: Ricardo Morales, Commissioner
 Department: Sewer
 Type: Capital Improvement
 Project Number: 2023-702

Description

WWTP Security Improvements

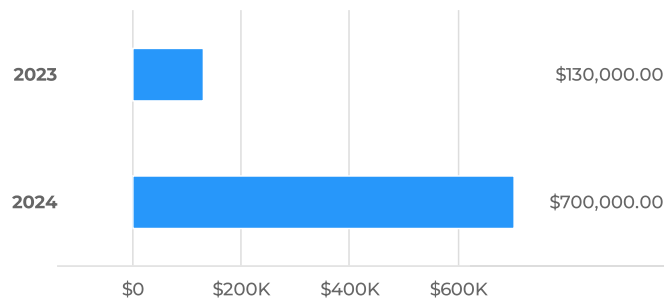
Details

Type of Project: Improvement

Capital Cost

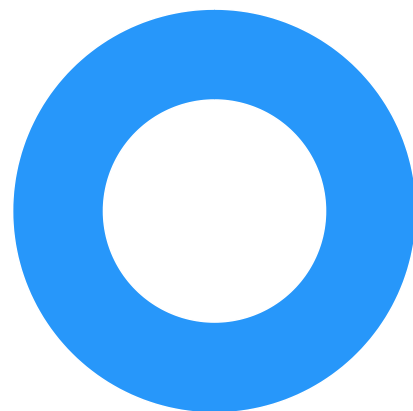
FY2023 Budget: **\$130,000**
 Total Budget (all years): **\$830K**

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$830,000.00
TOTAL \$830,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024
Construction/Maintenance	\$130,000	\$700,000
Total	\$130,000	\$700,000



Funding Sources

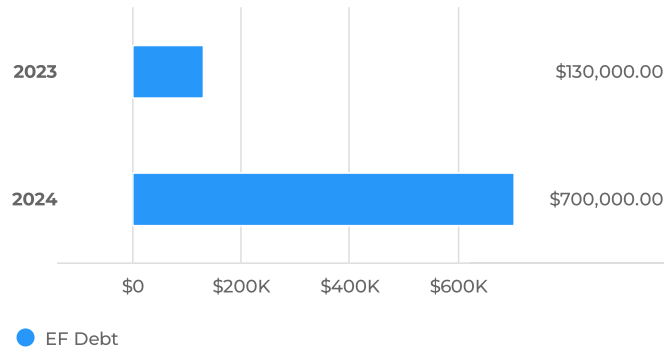
FY2023 Budget

\$130,000

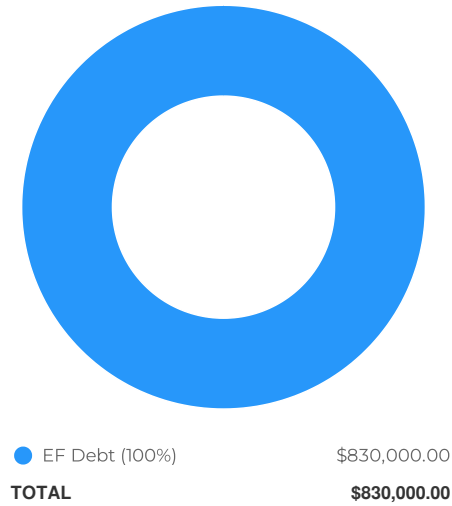
Total Budget (all years)

\$830K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024
EF Debt	\$130,000	\$700,000
Total	\$130,000	\$700,000

Second Street Sewer Relocation

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Sewer
Type	Capital Improvement
Project Number	2023-701

Description

Second Street Sewer Relocation

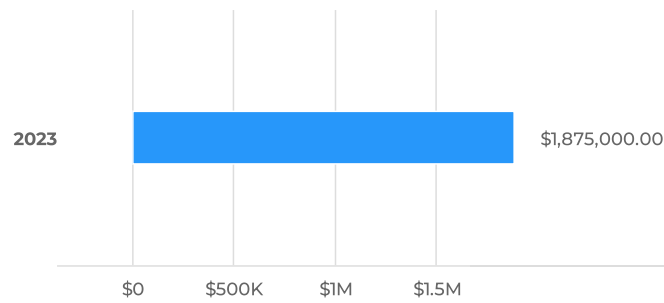
Details

Type of Project: Improvement

Capital Cost

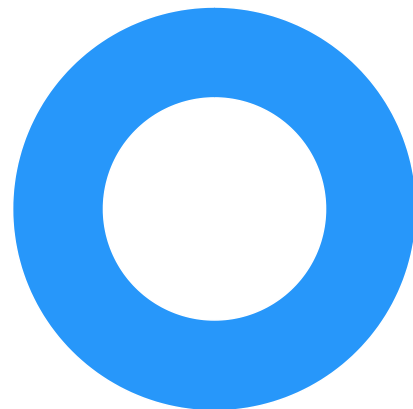
FY2023 Budget: **\$1,875,000**
 Total Budget (all years): **\$1.875M**

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$1,875,000.00
TOTAL \$1,875,000.00

Capital Cost Breakdown

Capital Cost	FY2023
Construction/Maintenance	\$1,875,000
Total	\$1,875,000

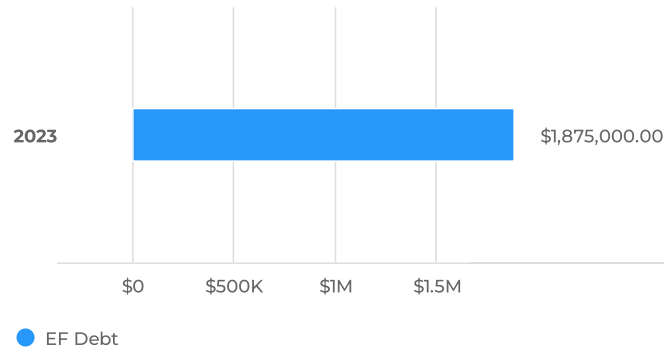


Funding Sources

FY2023 Budget
\$1,875,000

Total Budget (all years)
\$1.875M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023
EF Debt	\$1,875,000
Total	\$1,875,000

Wastewater Treatment Plant (WWTP) Ongoing Improvements

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Sewer
Type	Capital Improvement
Project Number	2023-703

Description

Wastewater Treatment Plant (WWTP) Ongoing Improvements

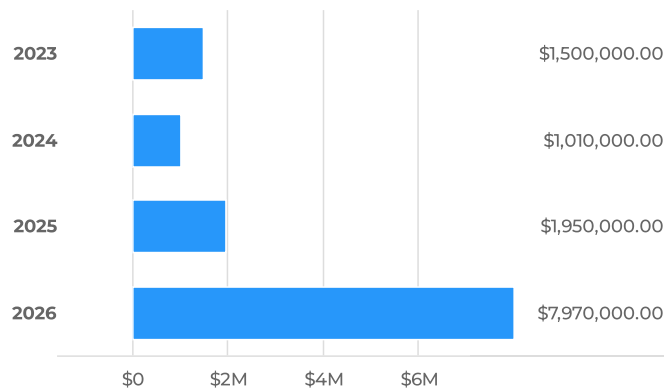
Details

Type of Project: Improvement

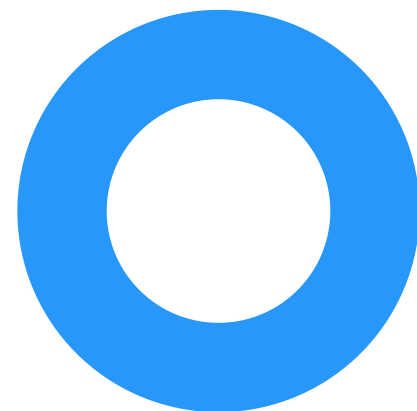
Capital Cost

FY2023 Budget: **\$1,500,000**
 Total Budget (all years): **\$12.43M**

Capital Cost by Year



Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$12,430,000
TOTAL \$12,430,000.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Construction/Maintenance	\$1,500,000	\$1,010,000	\$1,950,000	\$7,970,000
Total	\$1,500,000	\$1,010,000	\$1,950,000	\$7,970,000

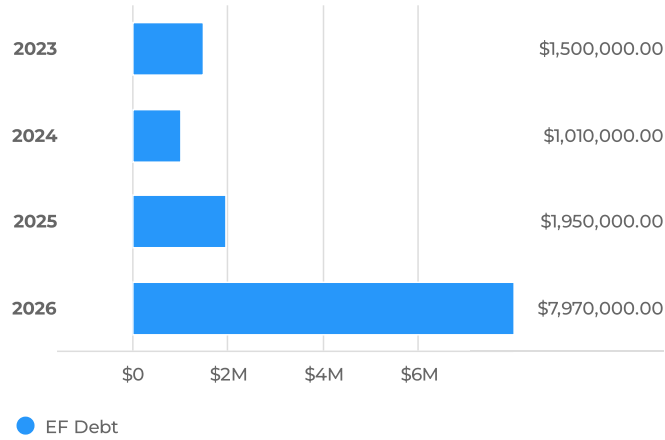


Funding Sources

FY2023 Budget
\$1,500,000

Total Budget (all years)
\$12.43M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
EF Debt	\$1,500,000	\$1,010,000	\$1,950,000	\$7,970,000
Total	\$1,500,000	\$1,010,000	\$1,950,000	\$7,970,000



Water Resources Office/Maintenance Facility/Laboratory

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Sewer
Type	Capital Improvement
Project Number	2023-705

Description

Water Resources Office/Maintenance Facility/Laboratory

Details

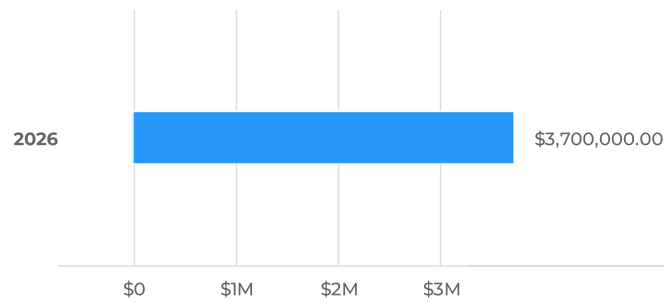
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

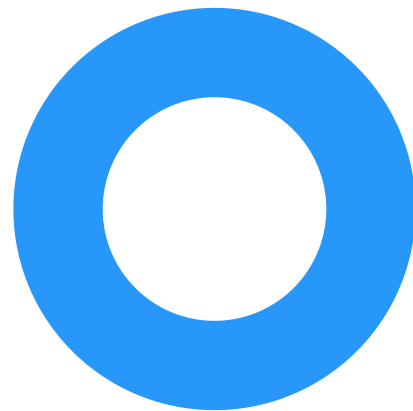
\$3.7M

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$3,700,000.

TOTAL **\$3,700,000.00**

Capital Cost Breakdown

Capital Cost	FY2026
Construction/Maintenance	\$3,700,000
Total	\$3,700,000

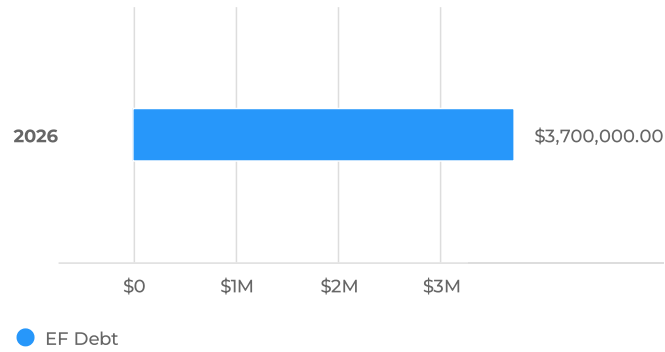


Funding Sources

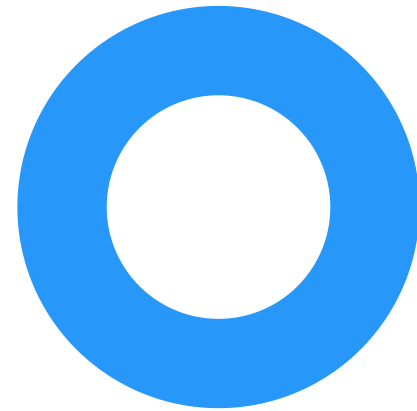
Total Budget (all years)

\$3.7M

Funding Sources by Year



Funding Sources for Budgeted Years



● EF Debt (100%) \$3,700,000.00
TOTAL \$3,700,000.00

Funding Sources Breakdown

Funding Sources	FY2026
EF Debt	\$3,700,000
Total	\$3,700,000

WATER REQUESTS



Ashley Lake Dam Repairs

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Water
Type	Capital Improvement
Project Number	2023-704

Description

Ashley Lake Dam Repairs

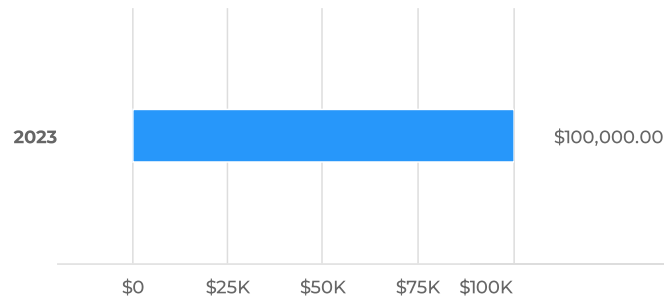
Details

Type of Project: Improvement

Capital Cost

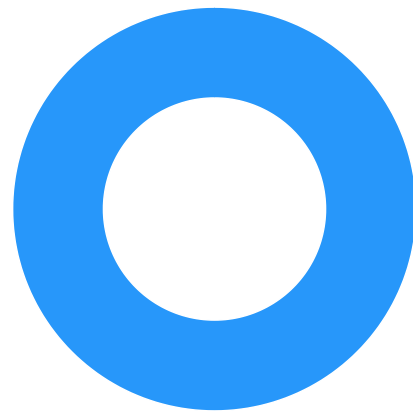
FY2023 Budget: **\$100,000**
 Total Budget (all years): **\$100K**

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$100,000.00
TOTAL \$100,000.00

Capital Cost Breakdown

Capital Cost	FY2023
Construction/Maintenance	\$100,000
Total	\$100,000

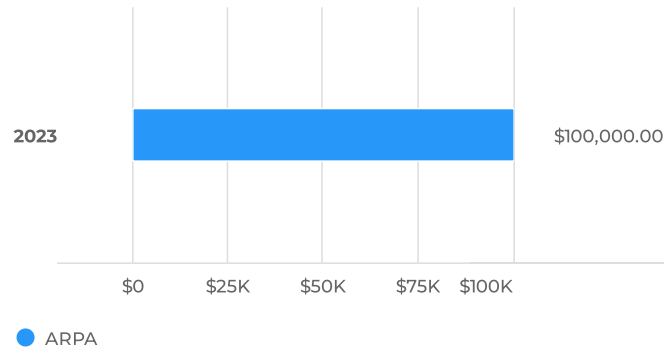


Funding Sources

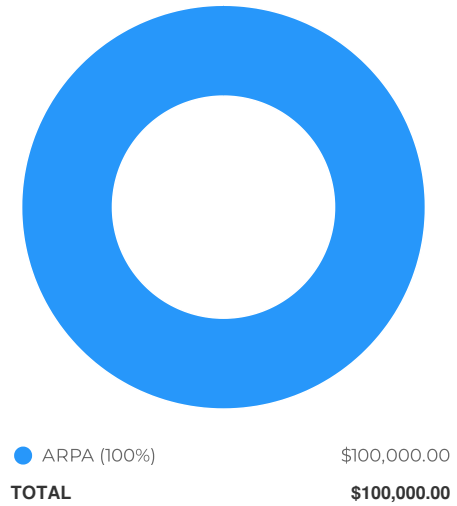
FY2023 Budget
\$100,000

Total Budget (all years)
\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023
ARPA	\$100,000
Total	\$100,000



Upgrade Cleveland/Ashley Water Treatment Plant

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Water
Type	Capital Improvement
Project Number	2023-706

Description

Upgrade Cleveland/Ashley Water Treatment Plant

Details

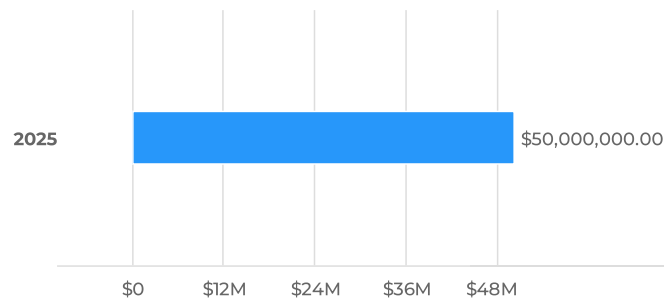
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

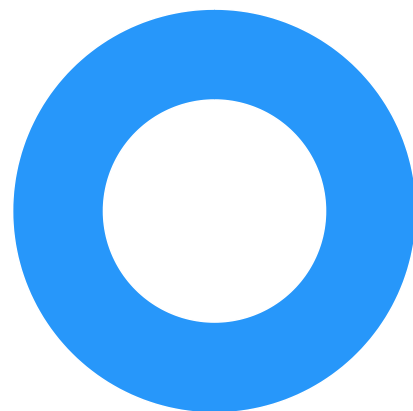
\$50M

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$50,000,000

TOTAL \$50,000,000.00

Capital Cost Breakdown

Capital Cost	FY2025
Construction/Maintenance	\$50,000,000
Total	\$50,000,000

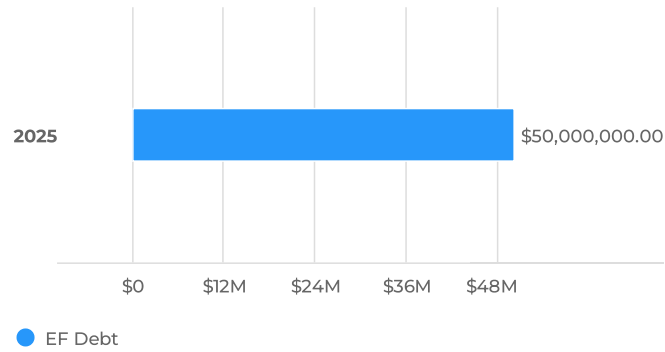


Funding Sources

Total Budget (all years)

\$50M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2025
EF Debt	\$50,000,000
Total	\$50,000,000

Lebanon Ave Water Tank Improvements/Painting

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Water
Type	Capital Improvement
Project Number	2023-707

Description

Lebanon Ave Water Tank Improvements/Painting

Details

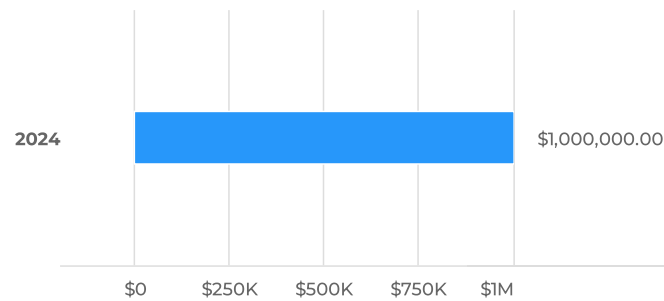
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

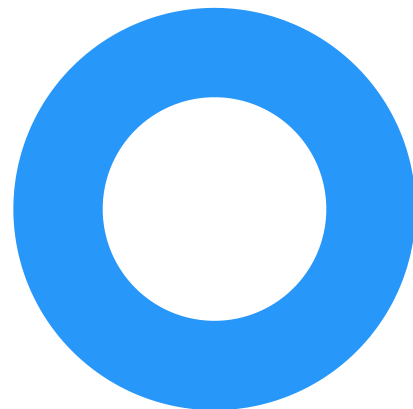
\$1M

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$1,000,000.00

TOTAL \$1,000,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$1,000,000
Total	\$1,000,000

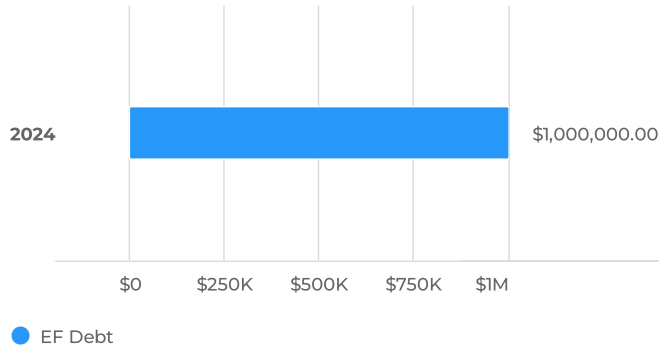


Funding Sources

Total Budget (all years)

\$1M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2024
EF Debt	\$1,000,000
Total	\$1,000,000

Clean and line West Street Water Main

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Water
Type	Capital Improvement
Project Number	2023-708

Description

Clean and line West Street Water Main

Details

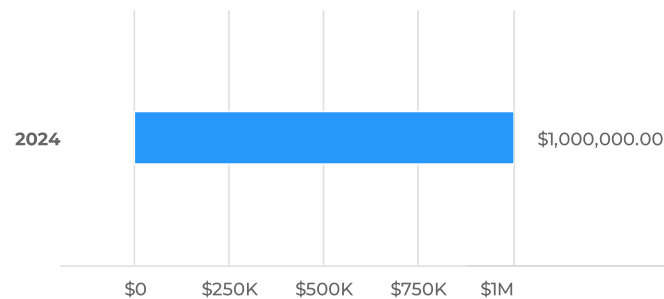
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

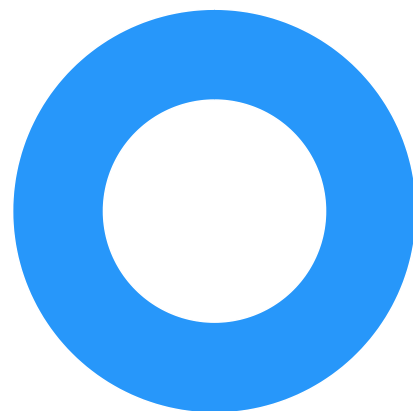
\$1M

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$1,000,000.00

TOTAL \$1,000,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$1,000,000
Total	\$1,000,000

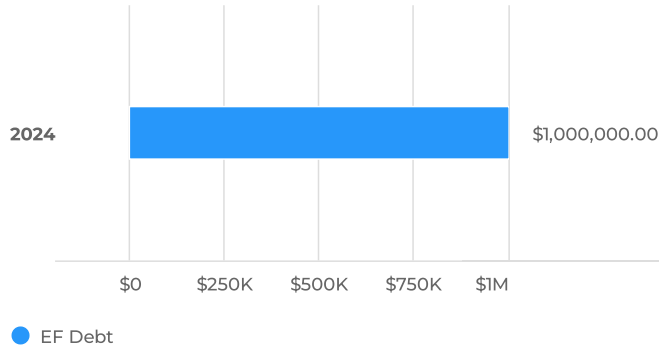


Funding Sources

Total Budget (all years)

\$1M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024
EF Debt	\$1,000,000
Total	\$1,000,000

Improve water mains

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Water
Type	Capital Improvement
Project Number	2023-709

Description

Improve water mains

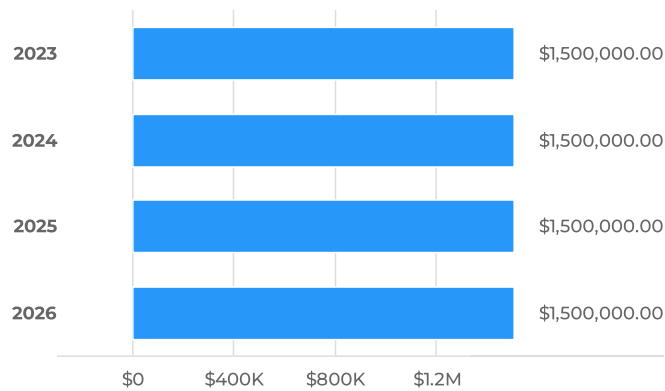
Details

Type of Project	Improvement
-----------------	-------------

Capital Cost

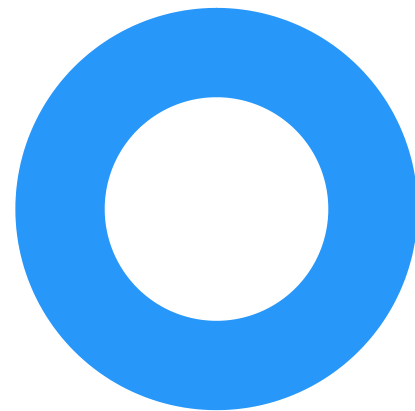
FY2023 Budget	Total Budget (all years)
\$1,500,000	\$6M

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$6,000,000.00
TOTAL **\$6,000,000.00**

Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026
Construction/Maintenance	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Total	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

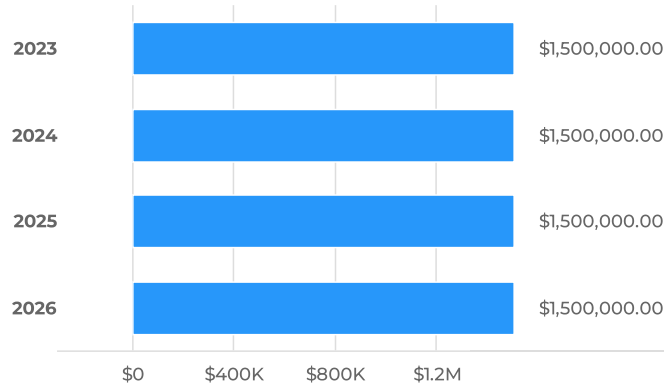


Funding Sources

FY2023 Budget
\$1,500,000

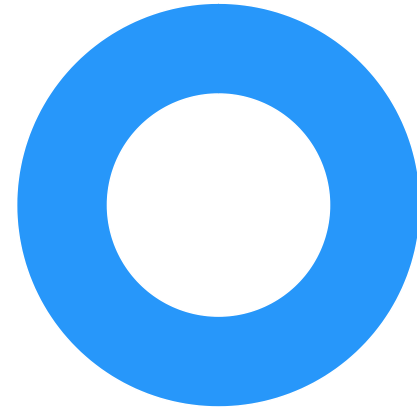
Total Budget (all years)
\$6M

Funding Sources by Year



● EF Debt

Funding Sources for Budgeted Years



● EF Debt (100%) \$6,000,000.00
TOTAL \$6,000,000.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
EF Debt	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Total	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000



CONSERVATION BOARD A REQUESTS



Enhancements to Tierney Sr. Wildlife Refuge

Overview

Request Owner	Ricardo Morales, Commissioner
Department	Conservation Board A
Type	Capital Improvement
Project Number	2023-921

Description

Enhancements to Tierney Sr. Wildlife Refuge

Details

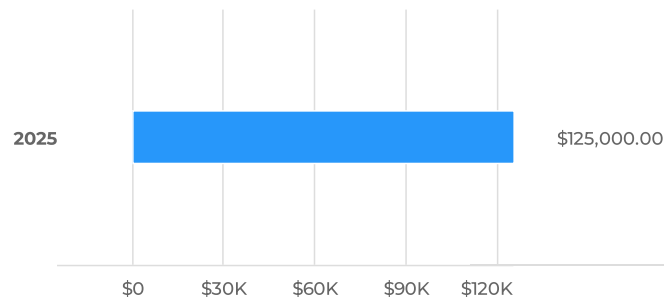
Type of Project	Improvement
-----------------	-------------

Capital Cost

Total Budget (all years)

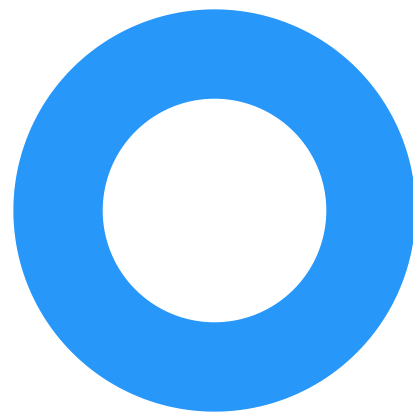
\$125K

Capital Cost by Year



● Construction/Maintenance

Capital Cost for Budgeted Years



● Construction/Maintenance (100%) \$125,000.00

TOTAL **\$125,000.00**

Capital Cost Breakdown

Capital Cost	FY2025
Construction/Maintenance	\$125,000
Total	\$125,000

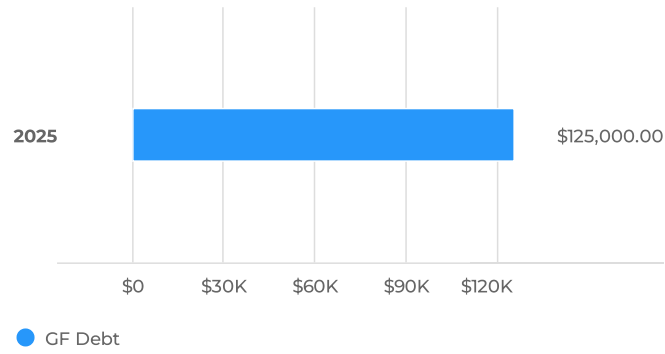


Funding Sources

Total Budget (all years)

\$125K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown	
Funding Sources	FY2025
GF Debt	\$125,000
Total	\$125,000



BERKSHIRE ATHENAEUM REQUESTS



Library Inventory Control & Security Update

Overview

Request Owner	Alex Reczkowski, Library Director
Department	Berkshire Athenaeum
Type	Capital Improvement
Project Number	2023-616

Description

Library Inventory Control & Security Update

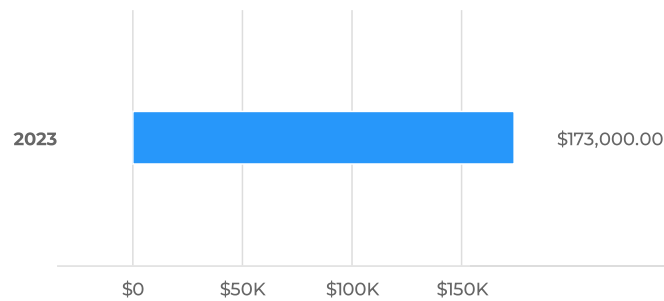
Details

Type of Project: Improvement

Capital Cost

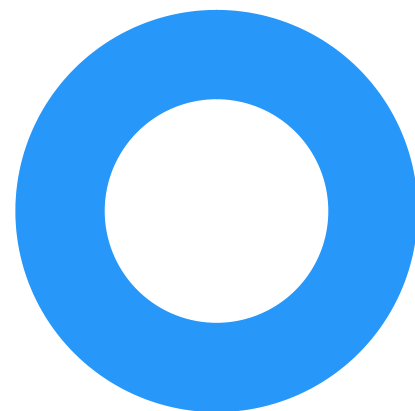
FY2023 Budget: **\$173,000**
 Total Budget (all years): **\$173K**

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$173,000.00
TOTAL \$173,000.00

Capital Cost Breakdown

Capital Cost	FY2023
Repairs/Improvements	\$173,000
Total	\$173,000



Funding Sources

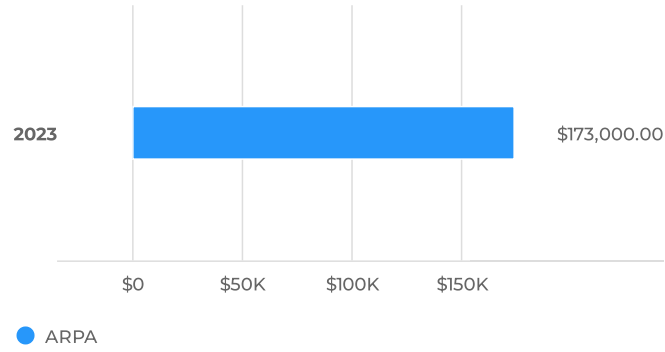
FY2023 Budget

\$173,000

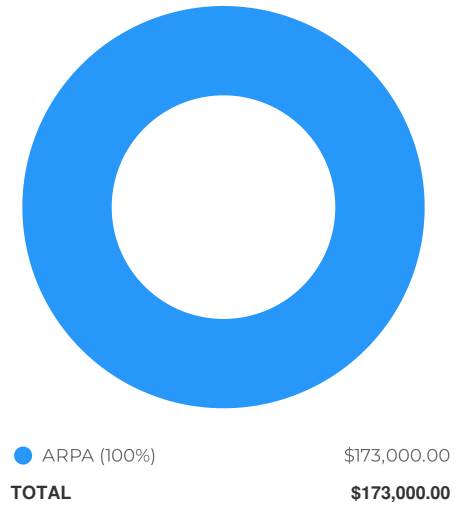
Total Budget (all years)

\$173K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2023
ARPA	\$173,000
Total	\$173,000

Library Renovation Planning

Overview

Request Owner	Alex Reczkowski, Library Director
Department	Berkshire Athenaeum
Type	Capital Improvement
Project Number	2023-617

Description

Library Renovation Planning

Details

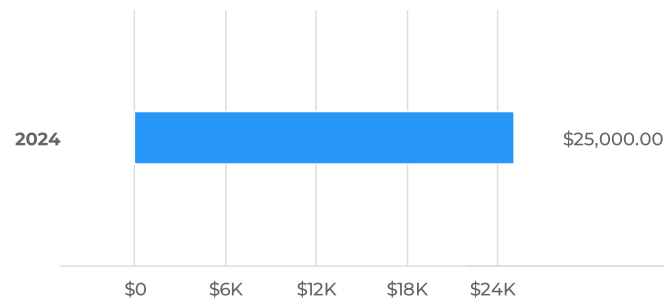
Type of Project	Improvement
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Capital Cost

Total Budget (all years)

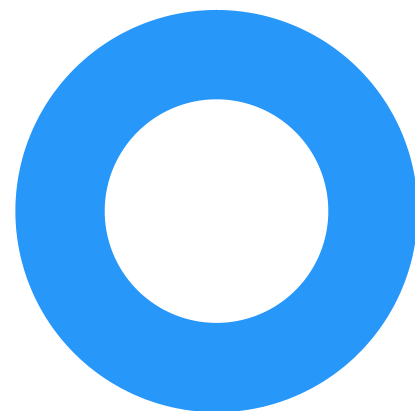
\$25K

Capital Cost by Year



● Repairs/Improvements

Capital Cost for Budgeted Years



● Repairs/Improvements (100%) \$25,000.00
TOTAL \$25,000.00

Capital Cost Breakdown

Capital Cost	FY2024
Repairs/Improvements	\$25,000
Total	\$25,000

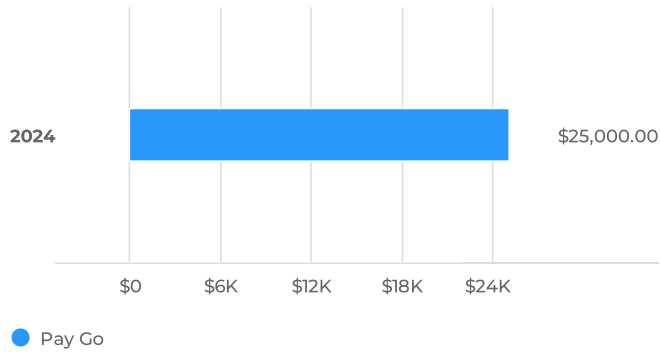


Funding Sources

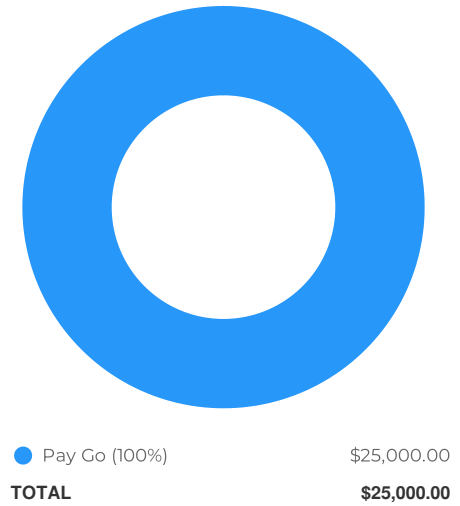
Total Budget (all years)

\$25K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2024
Pay Go	\$25,000
Total	\$25,000

Library Security

Overview

Submitted By	Alex Reczkowski, Library Director
Request Owner	Alex Reczkowski, Library Director
Department	Berkshire Athenaeum
Type	Capital Equipment
Project Number	BA 2022-04

Description

The installation, configuration and training of a new High Definition IP Video Surveillance System. This system is consistent with that of the City of Pittsfield's video surveillance system standards.

Details

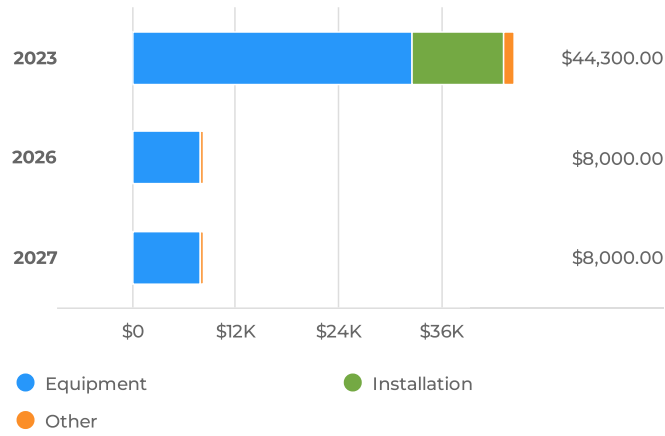
New Purchase or Replacement	New
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Capital Cost

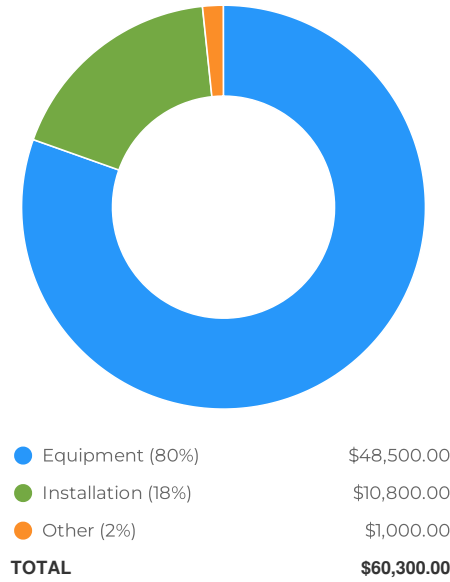
FY2023 Budget
\$44,300

Total Budget (all years)
\$60.3K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2023	FY2026	FY2027
Equipment	\$32,500	\$8,000	\$8,000
Installation	\$10,800		
Other	\$1,000		
Total	\$44,300	\$8,000	\$8,000

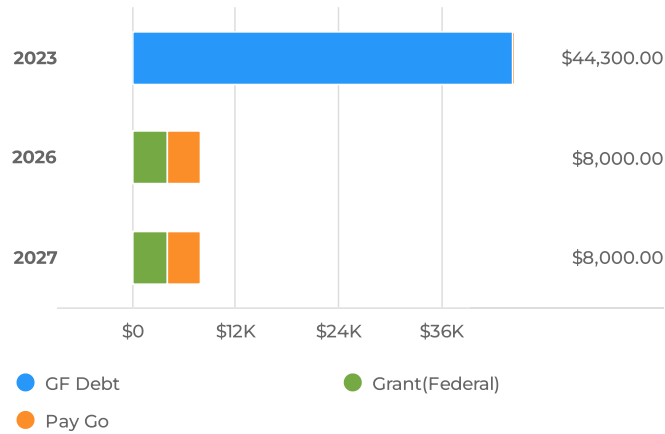


Funding Sources

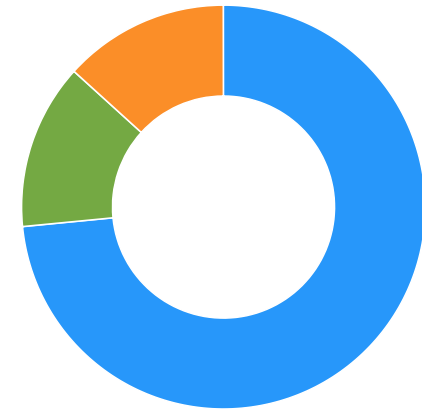
FY2023 Budget
\$44,300

Total Budget (all years)
\$60.3K

Funding Sources by Year



Funding Sources for Budgeted Years



GF Debt (73%)	\$44,300.00
Grant(Federal) (13%)	\$8,000.00
Pay Go (13%)	\$8,000.00
TOTAL	\$60,300.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2026	FY2027
Pay Go		\$4,000	\$4,000
GF Debt	\$44,300		
Grant(Federal)		\$4,000	\$4,000
Total	\$44,300	\$8,000	\$8,000



Library Technology (Ethernet) wiring

Overview

Submitted By	Alex Reczkowski, Library Director
Request Owner	Alex Reczkowski, Library Director
Department	Berkshire Athenaeum
Type	Capital Equipment
Project Number	BA 2022-05

Description

For this fiscal year, some ethernet cables were damaged by a malfunctioning HVAC unit and there is a need for some new computer workstation ethernet ports (27 total).

Then all computer ethernet wiring needs to be upgraded to be able to handle the increased internet traffic and speed possible with the fiber connection (100 replacements and 20 additions).

Details

New Purchase or Replacement	Replacement
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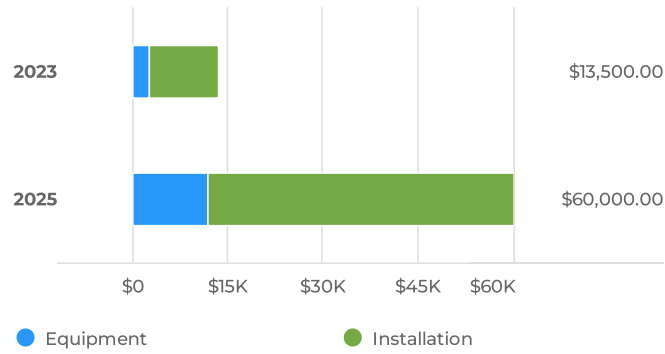


Capital Cost

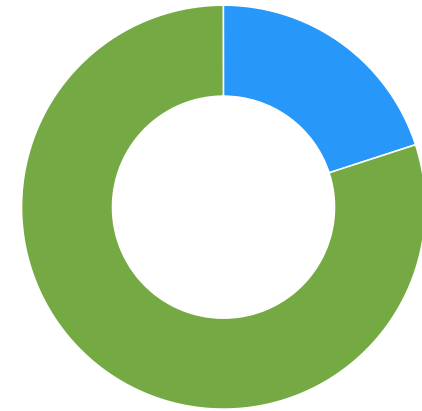
FY2023 Budget
\$13,500

Total Budget (all years)
\$73.5K

Capital Cost by Year



Capital Cost for Budgeted Years



● Equipment (20%)	\$14,700.00
● Installation (80%)	\$58,800.00
TOTAL	\$73,500.00

Capital Cost Breakdown

Capital Cost	FY2023	FY2025
Equipment	\$2,700	\$12,000
Installation	\$10,800	\$48,000
Total	\$13,500	\$60,000

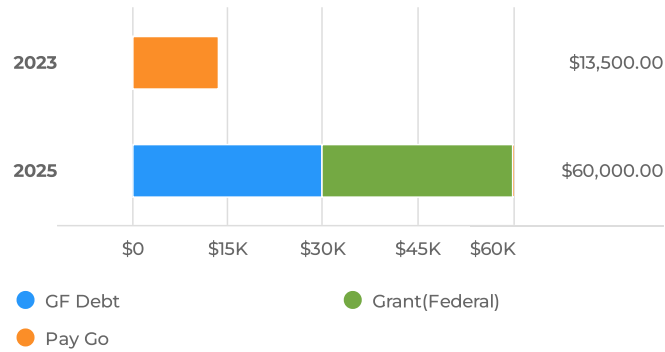


Funding Sources

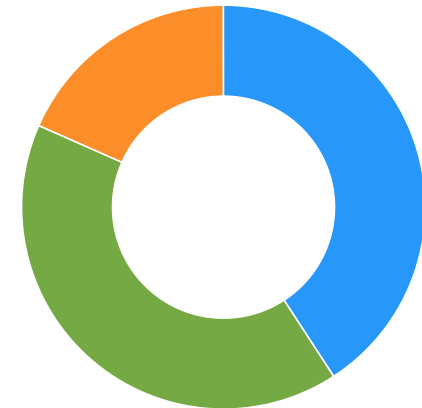
FY2023 Budget
\$13,500

Total Budget (all years)
\$73.5K

Funding Sources by Year



Funding Sources for Budgeted Years



GF Debt (41%)	\$30,000.00
Grant(Federal) (41%)	\$30,000.00
Pay Go (18%)	\$13,500.00
TOTAL	\$73,500.00

Funding Sources Breakdown

Funding Sources	FY2023	FY2025
Pay Go	\$13,500	
GF Debt		\$30,000
Grant(Federal)		\$30,000
Total	\$13,500	\$60,000



Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.



Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs--are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the



"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.



Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of



the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

