



PARKS AND RECREATION COMMISSION MEETING

Thursday May 23, 2024 – 6:30 P.M.

Parks, Recreation & Cemetery Administrative Office

Meeting Room A

50 Officer Manny Familia Way Worcester, MA 01605

Or

If you choose to use the Microsoft Teams platform:

- 1) Go to www.teams.com
- 2) Enter Meeting ID# 290 127 282 839
- 3) Enter password: iMjoDi

If you choose to attend via phone:

- 1) Call 1-469-998-7682
- 2) Enter Meeting ID#: 486 180 841#

If technological problems interrupt the virtual meeting component, the meeting will continue in-person.

AGENDA

1. Call to Order
2. Attendance (Roll Call)
3. Acceptance of the Minutes for April 25, 2024 (Roll Call)
4. To request a reasonable accommodation or interpretation or submit written comments or questions in advance of the meeting, please contact the Parks, Recreation & Cemetery Division by email at Parks@worcesterma.gov. Please note that interpretation requests must be received no later than 48 hours in advance of the meeting. Para solicitar una interpretacion razonable, o enviar comentarios o preguntas por escrito por favor comuniquese con la oficina de la Division de Parques, Recreo & Cementerio por correo electronico a Parks@worcesterma.gov. Por favor note que las solicitudes de interpretacion deberan ser enviadas 48 horas antes de la reunion.
5. Public Participation – Pursuant to Chapter 20 of the Acts of 2021 and in order to ensure active, public engagement, the City of Worcester currently allows for both in person and remote participation at the Parks & Recreation Commission meetings. To partake in the “Public Participation” section of this meeting, you may join us directly within the 50 Officer Manny Familia Way Meeting Room A, follow the information above to join via the Teams application or dial the direct line as indicated. If you would like to raise your hand when in the meeting as a call-in user you may dial *5.

6. Assistant Commissioners Report (See Report Topics Below)

7. Old Business

- Request of the Parks & Recreation Commission to establish a framework for its meeting to allow for better public comment and Commission discussion.
 - Include public comment period on agenda (time allocation)
 - Include petitioner comment period on agenda (time allocation)
 - Include an implementation date.

8. New Business:

Agenda items must be submitted (3) three business days before each Commission Meeting with subject line "Agenda Item" to Parks@worcesterma.gov and reply satisfactorily to any required follow-up requests sent by the Parks Commission

- Request of Central MA Trans Visibility to install a garden at the new park on Sever Street.
- Request of Carleen Miller regarding the funding identified on the April 9, 2024, City Council Agenda.

9. Tabled Items:

- Request of Commissioner Natalie Turner to discuss the care, maintenance, financial responsibility, and security of Newton Hill Parcel/Park
- Request of Geoffrey Killebrew to speak to the Commission on:
 - To discuss past and present rules and regulations regarding vending and busking in city parks?"
- Request of Geoffrey Killebrew to speak to the Commission on the following items:
 - Asking the Parks Department to amend the regulation which requires vendors and buskers to be out of parks at sunset to 9pm regardless of the season.
 - Asking the Parks Department to amend the season to be a vendor extended to 12/31 annually.
 - Asking the Parks Department to amend change the current practice to allow more than one vendor at a park per season.
- Request of David Webb to speak to the Commission about removing the rule regarding drones from parks rules as it is unenforceable, and there is no FAA regulation as referenced in the rule.

10. Date of Next Meeting:

- June 13, 2024
- September 19, 2024
- October 10, 2024
- November 21, 2024
- December 19, 2024
- January 9, 2025 (Parks Concession Meeting)



The City of
WORCESTER

Department of Public Works & Parks
Parks, Recreation & Cemetery Division
50 Officer Manny Familia Way, Worcester, MA 01605
P | 508-799-1190 F | 508-799-1293
parks@worchesterma.gov

- February 6, 2025 (Sports Permit Meeting)
- February 27, 2025 (Event Permit Meeting)
- March 20, 2025
- April 10, 2025
- May 8, 2025
- June 12, 2025

11. Meeting Adjourned (Roll Call)



PARKS AND RECREATION COMMISSION **MINUTES**

Thursday April 25, 2024 – 6:30 P.M.

Parks, Recreation & Cemetery Administrative Office

Meeting Room A

50 Officer Manny Familia Way Worcester, MA 01605

Or

If you choose to use the Microsoft Teams platform:

- 1) Go to www.teams.com
- 2) Enter Meeting ID# 222 518 795 330
- 3) Enter password: a9UuWH

If you choose to attend via phone:

- 1) Call 1-469-998-7682
- 2) Enter Meeting ID#: 155 785 864#

If technological problems interrupt the virtual meeting component, the meeting will continue in-person.

AGENDA

Administration Present:

Jeffrey Tomaino, Parks & Recreation Coordinator

Scott Morin, Maintenance Director (Virtual)

Milagros Pacheco, Staff Assistant III

1. Call to Order – 6:31 PM
2. Attendance (Roll Call) – Commissioner present:
 - Nick Chacharone
 - Brian Dardy
 - Kevin Githiari - Virtual
 - Eric Goldstein
 - Eric Stratton
 - Erin Zamarro



3. Acceptance of the Minutes for February 29, 2024 & April 4, 2024 (Roll Call)
 - Commissioner Stratton made a motion to approve the minutes for February 29, 2024. Second by Commissioner Dardy. All were favor. Motion was approved 6- 0.
 - Commissioner Stratton made a motion to approve the minutes for April 4, 2024. Second by Commissioner Goldstein. All were in favor. Motion was approved 6 – 0.
4. To request a reasonable accommodation or interpretation or submit written comments or questions in advance of the meeting, please contact the Parks, Recreation & Cemetery Division by email at Parks@worcesterma.gov. Please note that interpretation requests must be received no later than 48 hours in advance of the meeting. Para solicitar una interpretacion razonable, o enviar comentarios o preguntas por escrito por favor comuniquese con la oficina de la Division de Parques, Recreo & Cementerio por correo electronico a Parks@worcesterma.gov. Por favor note que las solicitudes de interpretacion deberan ser enviadas 48 horas antes de la reunion.
5. Public Participation – Pursuant to Chapter 20 of the Acts of 2021 and in order to ensure active, public engagement, the City of Worcester currently allows for both in person and remote participation at the Parks & Recreation Commission meetings. To partake in the “Public Participation” section of this meeting, you may join us directly within the 50 Officer Manny Familia Way Meeting Room A, follow the information above to join via the Teams application or dial the direct line as indicated. If you would like to raise your hand when in the meeting as a call-in user, you may dial *5.
6. Assistant Commissioners Report (See Report Topics Below)
7. Old Business
 - Request of the Parks & Recreation Commission to establish a framework for its meeting to allow for better public comment and Commission discussion.
 - Include public comment period on agenda (time allocation)
 - Include petitioner comment period on agenda (time allocation)
 - Include an implementation date
 - There was a discussion by the Parks Commission, all Commissioners were in favor of setting up time allocation. There was also some public participation, there were some suggestions such as:
 - Setting a 2-hour format meeting.
 - Adding a 5-minute time allocation to Old Business.
 - Adding extensions as City Council for presentations.
 - The change to the for public comment period time allocation should be advertised to the public as it affects the public and future park meetings.
 - A recommendation for Mr. Antonelli to come back with a final proposed recommendation based on the suggestions at this meeting.



- Someone can ask for more time, and Commissioners can vote on if they allot more time.
- Clarity on the time allocated will it by per item or per person.
- Just as there is a note on when to submit the agenda 3 days business days before the meeting. A note can be added that explains the new time allocation and “we kindly ask you to let us know if you require more than. 5 minutes Please let us know how much time you would like to request.”
- Mirroring what City Council does to stay consistently across the board.
- Meeting structure should be announced at the beginning of each meeting or added to each agenda as part of the New Business, under other rules about Agenda items.
- Recommended time allocation for Public Participation 3 minutes on any item appearing on agenda, 5 minutes on old business and 5 minutes on items they have submitted.
- Commissioner Stratton made a motion to have Assistant Commissioner Antonelli come back with the sort of revisions asked for suggested time allocation for Public Participation 3 minutes on any item appearing on agenda, 5 minutes on old business and 5 minutes on items they have submitted, with the in intent to vote on the May meeting and test run it in the June meeting. Also, to revisit this item in the September meeting or at least have it on the agenda so that if there’s a need to make a revision it can be made. Second by Commissioner Chacharone. All were in favor. Motion was approved 6 – 0.

8. New Business:

Agenda items must be submitted (3) three business days before each Commission Meeting with subject line “Agenda Item” to Parks@worcesterma.gov and reply satisfactorily to any required follow-up requests sent by the Parks Commission

- Request of Joe Johnson to speak to the Commission on a project at Dodge Park
- Mr. Johnson was looking for approval on a volunteer effort to clear brush, and invasive plants in Dodge Park from the downslope side of Arthurs Stone Bridge to the edge of the Main Meadow. He submitted a proposed plan along with materials to be used and a signed RDA CC-2024-020 from Conservation Commission.
- Commissioner Dardy made a motion to approve. Second by Commissioner Stratton. All were in favor. Motion was approved 6 – 0.

9. Tabled Items:

- Request of Commissioner Natalie Turner to discuss the care, maintenance, financial responsibility, and security of Newton Hill Parcel/Park
- Request of Geoffrey Killebrew to speak to the Commission on:
 - To discuss past and present rules and regulations regarding vending and busking in city parks?”



- Request of Geoffrey Killebrew to speak to the Commission on the following items:
 - Asking the Parks Department to amend the regulation which requires vendors and buskers to be out of parks at sunset to 9pm regardless of the season
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10. Date of Next Meeting:

- May 23, 2024
- June 13, 2024
- September 19, 2024
- October 10, 2024
- November 21, 2024
- December 19, 2024
- January 9, 2025 (Parks Concession Meeting)
- February 6, 2025 (Sports Permit Meeting)
- February 27, 2025 (Event Permit Meeting)
- March 20, 2025
- April 10, 2025
- May 8, 2025
- June 12, 2025

11. Meeting Adjourned (Roll Call)

ASSISTANT COMMISSIONER'S REPORT:

1. General:

- Request of the WCACA to hold an event on the Worcester Common
There was nobody present or virtually to represent this event.
- Request of Centro Las Americas to hold an event at Elm Park
Nelida Machicote was representing Centro Las Americas, she gave a description of the event.
Commissioner Chacharone made a motion to approve. Second by Commissioner Goldstein. All were in favor. Motion was approved 6 – 0.
- Request of World of Foods Worcester to hold an event at Elm Park
There was nobody present or virtually to represent this event.



- Grant Applications –
 - Outdoor Recreation Legacy Partnership Grant – Tacoma St Playground - Awarded
 - Land & Water Conservation Fund Grant – University Park - Awarded
 - Land & Water Conservation Fund Grant – Great Brook Valley – Awarded (Update)
 - PARC & LAND Grant Program – Sever Street – Awarded
 - Commonwealth of Massachusetts Grant Award for NA
- Economic Development Initiatives –
 - NA
- Cultural Events-
 - NA
- Park Vandalism & Graffiti – NA
- Donations –
 - NA
- Capital Improvement Programs
 - Apricot Street Playground - NA
 - Ball Property - NA
 - Banis Street Playground - NA
 - Beaver Brook Park - NA
 - Bell Pond – NA
 - Bennett Field – NA
 - Betty Price Playground – NA
 - Blackstone Gateway Park – NA
 - Blithwood Park – NA
 - Boynton Park – NA
 - Burncoat Park – NA
 - Burncoat Playground – NA
 - Cascades Park – NA
 - Castle Park – NA
 - Coal Mine Brook – NA
 - Common – NA
 - Coes Park (Knife) – NA
 - Stearns Tavern
 - Playground
 - Coes Pond – NA
 - Columbus Park –
 - NA
 - Cookson Park – NA
 - Cristoforo Columbo (East Park) –
 - NA
 - Crompton Park – NA
 - Dodge Park – NA
 - Elm Park – NA
 - Newton Hill - NA
 - Fairmont Park – NA
 - Farber Field – NA



- Grant Square – NA
- Great Brook Valley Playground – NA
- Green Hill Park Renovation – NA
 - Green Hill Farm - NA
 - Community Gardens - NA
 - WWI - NA
- Greenwood Park – NA
- Hadwen Park – NA
- Harrington Field – NA
- Harry Sherry Field (S. Worcester) - NA
- Holland Rink - NA
- Holmes Field - NA
- Indian Hill Park – NA
- Indian Lake Beach – NA
- Institute Park – NA
 - Walkway Design - NA
 - Salisbury Pond - NA
- Kendrick Field – NA
- Knights of Columbus – NA
- Korean War Memorial – NA
- Lake Park – NA
- Lake View Playground – NA
- Logan Field – NA
- Morgan Landing – NA
- Mulcahy Field – Update
- Oakland Heights Playground – NA
- Providence Street Playground – NA
- Ramshorn Island – NA
- Rockwood Field – NA
- Salisbury Park (Bancroft Tower) – NA
- Sever Street Park -NA
- Shale Street Playground – NA
- Shore Park – NA
- Spillane Field – NA
- South Worcester Park - NA
- Tacoma Street Playground – NA
- TY Cobb – NA
- University Park – NA
- Vernon Hill – NA
- Wetherall Estates (Duffy Field) – NA
- 149 West Boylston Drive - NA
- Winslow & Pleasant – NA
- Aquatic Master Plan – NA
- Open Space and Recreation Plan – NA
- North Lake Ave Linear Park – NA
- Community Development Block Grant – NA
- Art-in-the-Park – Request to keep Artwork in Elm Park - NA
- Dog Park, Licensing & Control of Dogs – NA
- Rectangular Field Development – NA
- Park Monument Review – NA



- Misc. items:
 - Keep Worcester Clean –
 - NA
 - City Council Orders –
 - NA
 - City Council Petitions –
 - NA
 - Forestry Operations –
 - Tree City USA - NA
 - ALB (Asian Longhorned Beetle)
 - EAB (Emerald Ash Borer)
 - Arbor Day – April 26, 2024
 - Budget – Operational & Capital - NA
 - Parks, Recreation & Cemetery Division – NA
 - Capital Improvement Program – NA
 - City Five Point Financial Plan – NA
 - City Auditor Communications - NA
 - Summer Youth Employment Program – Update
 - Aquatics – NA
 - Christian’s Law – NA
 - Recreation Worcester - NA
 - Holiday Tree – NA
 - Worcester Common Ice-Skating Rink - NA
 - Waterfowl in Park – NA
 - Out-to-Lunch – NA
 - Trash – NA
 - Park Permits –
 - NA
 - Access/ ADA – NA
 - Mobile Concession/ Food Truck – Update (Out to Bid)
 - ATV – Recreational Vehicle – NA
 - Veterans Memorials - NA
 - Misc. Information –
 - NA
- Golf Course:
 - Fees & Policies - NA
 - Golf Course Donations – NA
- Date of Next meeting – May 23, 2024
- Commissioner Chacharone made a motion to adjourn. Second by Commissioner Goldstein. All were in favor. Motion approved 6 – 0. Meeting adjourned at 7:35 PM.

A copy of this full meeting will be available to view and listen to at:
www.worcesterma.gov/city-clerk/public-meetings/agendas-minutes

PARKS AND RECREATION COMMISSION MEETING (Example)

Thursday – 6:30 P.M.

Parks, Recreation & Cemetery Administrative Office

Meeting Room A

50 Officer Manny Familia Way Worcester, MA 01605

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- 3) Enter password:

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If technological problems interrupt the virtual meeting component, the meeting will continue in-person.

There is a two (2) hour time limit for this meeting.

AGENDA

1. **Call to Order**
2. **Attendance** (Roll Call)
3. **Acceptance of the Minutes** for XXXXXXXXXXXX (Roll Call))
4. **Accommodations:** To request a reasonable accommodation or interpretation or submit written comments or questions in advance of the meeting, please contact the Parks, Recreation & Cemetery Division by email at Parks@worcesterma.gov. Please note that interpretation requests must be received no later than 48 hours in advance of the meeting. Para solicitar una interpretacion razonable, o enviar comentarios o preguntas por escrito por favor comuniquese con la oficina de la Division de Parques, Recreo & Cementerio por correo electronico a Parks@worcesterma.gov. Por favor note que las solicitudes de interpretacion deberan ser enviadas 48 horas antes de la reunion.

5. **Public Participation:** Pursuant to Chapter 20 of the Acts of 2021 and in order to ensure active, public engagement, the City of Worcester currently allows for both in person and remote participation at the Parks & Recreation Commission meetings. To partake in the "Public Participation" section of this meeting, you may join us directly within the 50 Officer Manny Familia Way Meeting Room A, follow the information above to join via the Teams application or dial the direct line as indicated. If you would like to raise your hand when in the meeting as a call-in user you may dial *5.

6. **Assistant Commissioners Report:** (See Report Topics Below)

7. **Public Participation:**

A person may speak for no more than three (3) minutes on any item appearing on the agenda.

8. **Old Business:**

The individual /organization/group who has placed an item on the agenda may speak for no more than five (5) minutes in total on the item they have submitted.

9. **New Business:**

Agenda items must be submitted (3) three business days before each Commission Meeting with subject line "Agenda Item" to Parks@worcestermma.gov and reply satisfactorily to any required follow-up requests sent by the Parks Commission

The individual /organization/group who has placed an item on the agenda may speak for no more than five (5) minutes in total on the item they have submitted.

10. **Tabled Items:**

Items need to be requested at a meeting to be take off the table and then discussed at the next meeting.

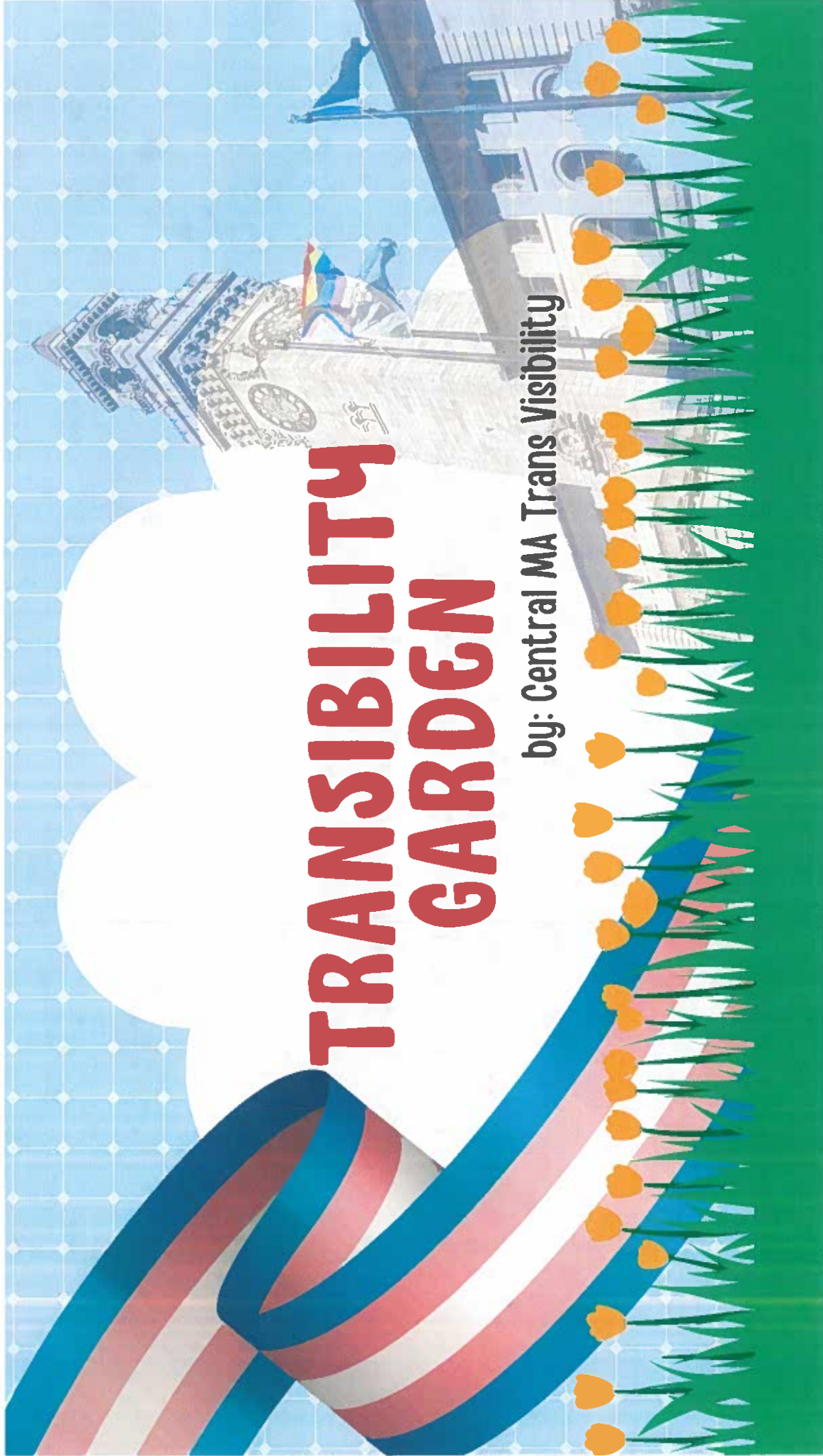
11. **Date of Next Meeting:**

12. **Meeting Adjourned:** (Roll Call)

The Parks & Recreation Commission reserves the right to allow an individual/organization/group who has placed an item on the agenda additional time if a motion by a Commissioner is made, seconded, and approved by a majority vote of the members present.

TRANSIBILITY GARDEN


by: Central MA Trans Visibility





INTRODUCTION

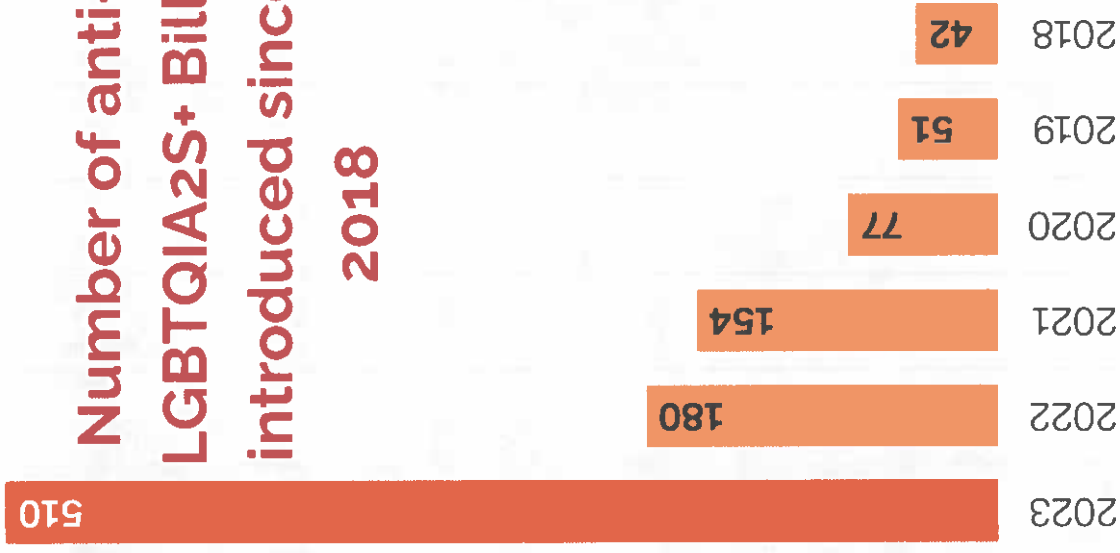
Transgender individuals are facing a disturbing rise in violence nationwide. The increase in anti-LGBTQIA2S+ laws is spreading misinformation and fear. Our objective is to shed light on the challenges faced by the transgender community while highlighting the resilience and beauty of their experiences. Through an interactive community garden, we aim to create a shared space where people can come together, be visible, and engage authentically.



STATISTICS

- The ACLU is currently tracking 487 anti-LGBTQ+ bills across the country. Two of those bills are here in MA
- Last year 53 Trans people were killed while 32 lost their life to suicide across the country
- The number of trans people who were murdered in the U.S. nearly doubled between 2017 and 2021
- Increase in anti lgbtq+ laws creates violence against lgbtq+ individuals
- Support from political leaders sets an example of acceptance reducing violence.

Number of anti-LGBTQIA2S+ Bills introduced since 2018

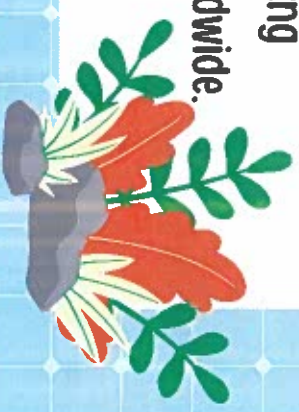


PROJECT OVERVIEW

- International Trans Day of Remembrance on November 20th, was initiated in Massachusetts to commemorate trans women who were victims of violence.
- We aim to unite volunteers at this time to plant a tulip symbolizing a life lost.



- Trans Day of Visibility, March 31st, we highlight the contributions of trans individuals across various sectors of society, countering political and media narratives prevalent nationally and worldwide.
- At this time we can watch the tulips bloom.



PROJECT GOALS

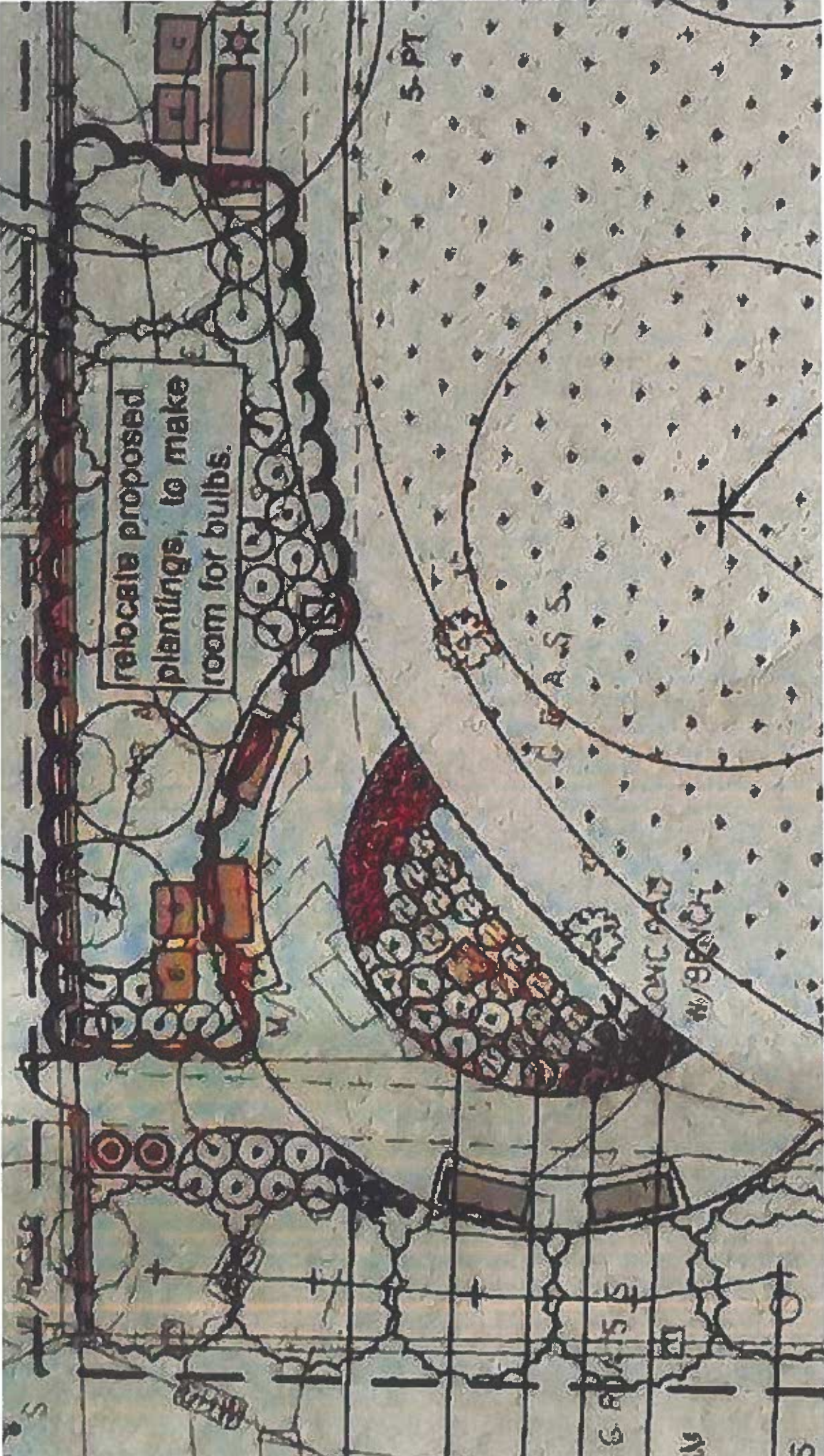
- To create a community of volunteers that will plant and maintain a safe space garden.
- Maintain a garden approximately 1000 sq ft using donations, sponsorships, grants and charitable fundraising to supply mulch, fertilizer, soil, seeds, equipment, etc.
- Identify this garden as a space dedicated to the remembrance and visibility of the trans community with a small sign.



- Repair potential vandalism committed to the garden and in doing so foster community engagement.
- Replace the tulips each year, planting new ones in their place. One tulip to represent one trans life lost due to violence in the USA the previous year.
- Break ground on this project asap in order to have the space ready to plant tulip bulbs November 20th on TDOR.



relocate proposed plantings, to make room for bulbs.



5-PT

A.S.S.

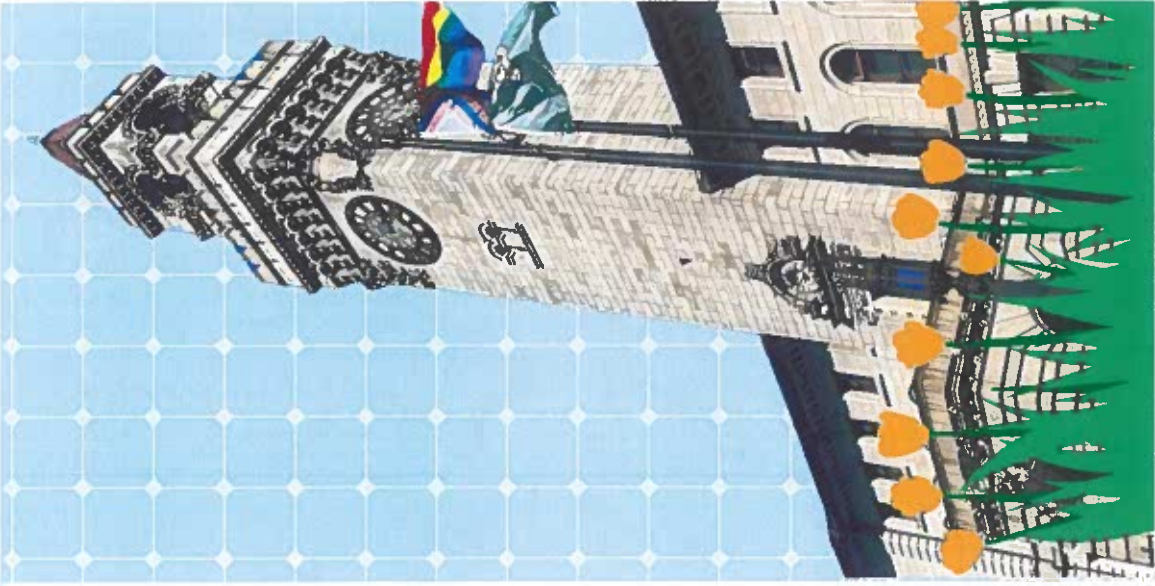
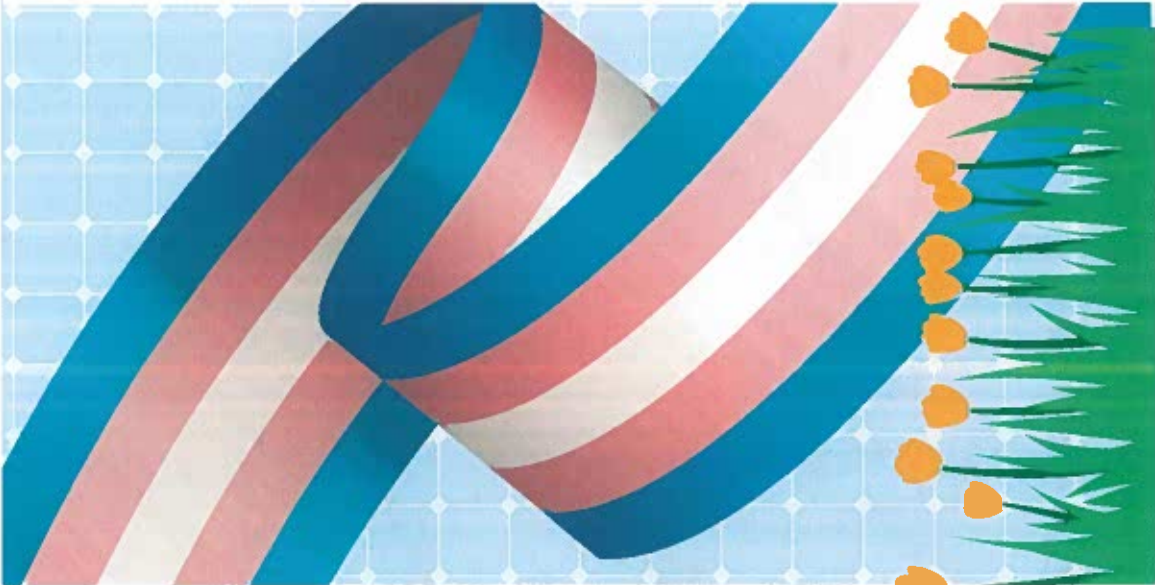
LOWC PATZ
W/BRICK

GRASS

W

S





Equitable Arts programs

in accessible spaces

Dear City of Worcester,

I am writing this in support of the proposed Transibility Garden. Jai Santora is a long-time friend, and we have worked together in advocacy and community work in the LGBTQIA+ community for over a year. Jai's passion for bringing this beautiful project to life is clearly evidenced in her work ethic and drive for seeing this beautiful project come to life. Our community deserves representation, particularly regarding support for transgender individuals. This garden will bring awareness to the challenges faced by transgender individuals every day and will be an important symbol of remembrance and call to action to fight against the nationwide violence that is all too common.

The creation of this garden in Worcester dedicated to shedding light on the challenges faced by the transgender community is not just a mere act of planting flowers, it's a profound statement of solidarity and remembrance. In the face of a disturbing rise in violence nationwide against transgender individuals, such a garden becomes a beacon of hope and resilience. Each flower planted serves as a poignant reminder of those who have tragically lost their lives to such senseless acts of violence. But beyond mere remembrance, these flowers will symbolize the unwavering strength and courage of the transgender community, blooming amidst adversity. This garden will not only raise awareness about the pressing issues confronting transgender individuals but also serve as a shared space where people can gather, be visible, and authentically engage with one another. It's a sanctuary of compassion, empathy, and advocacy, fostering understanding and solidarity in the face of injustice. As an active community leader, member of the LGBTQIA+ community, and a Worcester resident, I fully support this effort and intend to participate and partner in any way needed to see that this comes to fruition.

Please don't hesitate to contact me with any questions.

Sincerely,

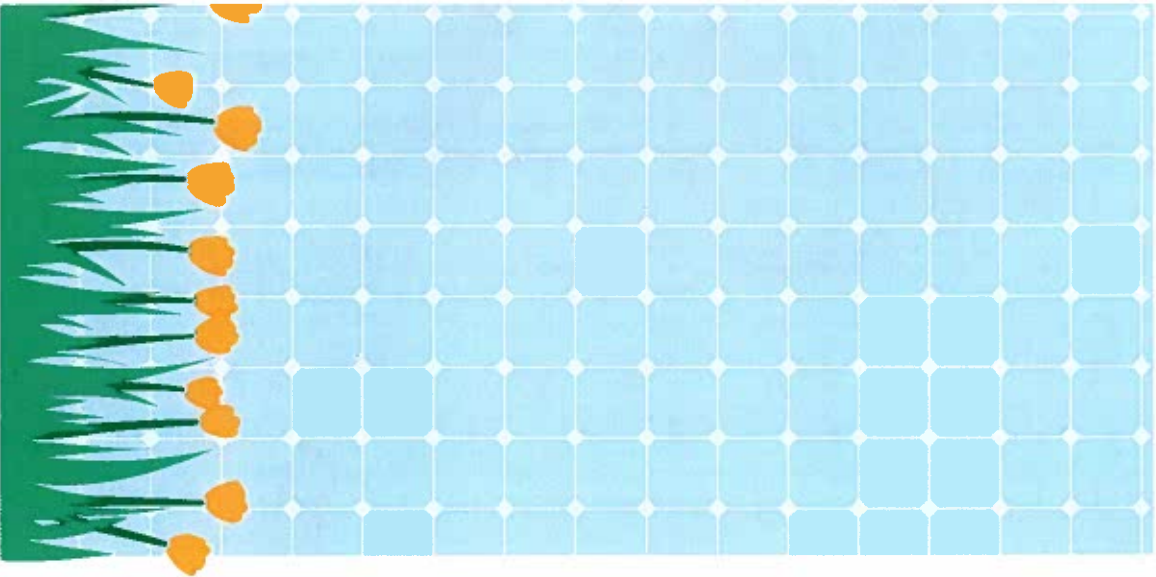
Laura Marotta
Executive Director
Creative Hub Worcester

lmarotta@creativehubworcester.org

918.273.3427

653 Main Street, Worcester, MA, 01610

www.creativehubworcester.org



Joseph M. Perry
Mayor of the City of Worcester

City Hall Room 305
455 Main Street Worcester, MA 01608
Office: 508-799-1153
Fax: 508-799-1156
Mayor@WorcesterMA.gov

May 2, 2024

Robert C. Antonelli, Jr., Assistant Commissioner
50 Officer Manny Familia Way
Worcester, MA 01605

Dear Mr. Antonelli and members of the Parks Commission:

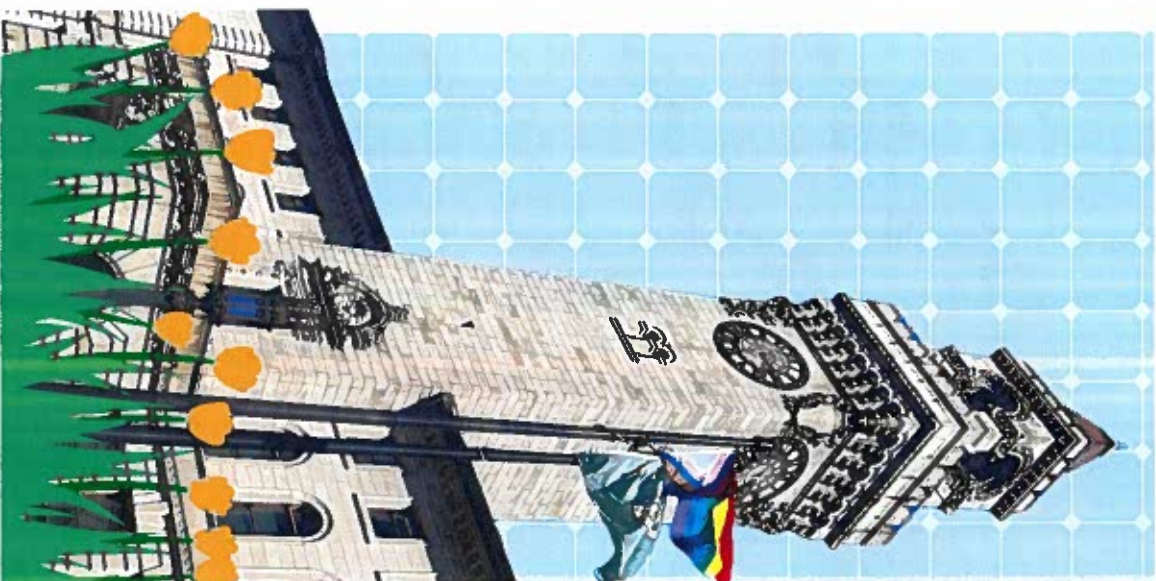
I am writing this in support of the proposed Transgender Visibility Garden. Jay's passion for bringing this beautiful project to life is clearly evidenced in her work ethic and drive for seeing this beautiful project come to life. The LGBTQIA+ community deserves representation, particularly regarding support for transgender individuals. This garden will bring awareness to the challenges faced by transgender individuals every day and will be an important symbol of remembrance and call to action to fight against the nationwide violence that is all too common.

This garden dedicated to shedding light on the challenges faced by the transgender community is more than the act of planting flowers. It serves as a profound statement of solidarity and remembrance. With a disturbing rise in violence nationwide against transgender individuals, such a garden becomes a beacon of hope and resilience. Each flower planted serves as a poignant reminder of those who have lost their lives to violence. Beyond mere remembrance, these flowers will symbolize the unwavering strength and courage of the transgender community, blooming amidst adversity. This garden will not only raise awareness about the pressing issues confronting transgender individuals but also serve as a shared space where people can gather, be visible, and authentically engage with one another. As leader of a welcoming city, I am in full support of having a space for the transgender lives that have been lost that is maintained by passionate individuals like Jay and Central Massachusetts Transgender Visibility.

If you have any questions regarding my support for this project, please feel free to contact my office at 508-799-1153.

Respectfully,

Joseph M. Perry
Mayor of Worcester



THANK YOU





Eric D. Batista
City Manager

CITY OF WORCESTER

Attachment for Item #

TBD

April 9, 2024

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

I respectfully recommend adoption of a resolution to file, accept and expend a grant in the amount of Two Hundred Fifty Thousand Dollars And No Cents (\$250,000.00) from the Commonwealth of MA, Executive Office of Energy & Environmental Affairs, Department of Conservation & Recreation, to support Elm Park & Newton Hill Improvements program.

Respectfully submitted,

Eric D. Batista
City Manager



CITY OF WORCESTER, MASSACHUSETTS
Department of Public Works and Parks

Jay J. Fink, P.E.
Commissioner of Public
Works and Parks

To: Eric D. Batista, City Manager
From: Jay J. Fink, P.E., Commissioner of Public Works and Parks
Date: April 1, 2024
Re: Finance Request

I respectfully recommend adoption of a resolution to accept and expend funding from Chapter 268 of the Acts of 2022 from the Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs, Department of Conservation & Recreation for improvements and maintenance at Elm Park and the trails at Newton Hill.

The Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs, Department of Conservation and Recreation is authorized under Chapter 268 of the Acts of 2022, to supply the City of Worcester with up to \$250,000 that shall be expended for the purpose of improvements and maintenance at Elm Park/Newton Hill in Worcester. Funding will be used for maintenance, improvements, and consultant services associated with Elm Park/Newton Hill in the City of Worcester. No additional city positions are required to implement this grant.

As per the resolution, I respectfully request this Department, under the direction of the City Manager, be authorized to accept, appropriate and expend this grant under Chapter 268 of the Acts of 2022 as Project # PRJ-100026 and Grant ID GRT-100549 from the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs, Department of Conservation & Recreation.

Sincerely,

Jay J. Fink, P.E.
Commissioner of Public Works and Parks

A RESOLUTION TO ACCEPT AND EXPEND FUNDING FROM CHAPTER 268 OF THE ACTS OF 2022 WITH AND FROM THE COMMONWEALTH OF MASSACHUSETTS, EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS, DEPARTMENT OF CONSERVATION & RECREATION TO CONTINUE IMPROVEMENTS TO ELM PARK & NEWTON HILL IN WORCESTER

WHEREAS: The funding from Chapter 268 of the Acts of 2022 includes line item, “that not less than \$250,000 shall be expended for the maintenance of walking trails at Newton Hill and related improvements in Elm Park in the City of Worcester”; and

WHEREAS: Funding from this chapter will be used for maintenance, improvements and consultant services associated with Elm Park and Newton Hill in the City of Worcester; and

WHEREAS: The City has secured the services of a professional consultant to design & implement improvement programs at Elm Park & Newton Hill; and

WHEREAS: Elm Park/Newton Hill is one of the first properties in the country purchased for park purposes and is in need of additional maintenance and services; and

WHEREAS: This funding will further assist the city in upgrading these facilities which will enhance the quality of the parks and is a win-win for the neighborhood and residents throughout the city.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City Manager be and is hereby authorized to accept and expend funding from Chapter 268 of the Acts of 2022 from the Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs, Department of Conservation and Recreation.
2. That the City Treasurer, under the direction of the City Manager, be and is hereby authorized to accept and appropriate these funds into the DPW&P account for Elm Park & Newton Hill, PRJ-100026.
3. That the City Manager be and hereby authorized to take such other actions as are necessary to carry out the terms, purposes, and conditions of this grant to be administered by the Department of Public Works and Parks; Parks, Recreation and Cemetery Division.

CITY OF WORCESTER

A RESOLUTION TO ACCEPT AND EXPEND FUNDING FROM CHAPTER 268 OF THE ACTS OF 2022 WITH AND FROM THE COMMONWEALTH OF MASSACHUSETTS, EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS, DEPARTMENT OF CONSERVATION & RECREATION TO CONTINUE IMPROVEMENTS TO ELM PARK & NEWTON HILL IN WORCESTER

WHEREAS: The funding from Chapter 268 of the Acts of 2022 includes line item, “that not less than \$250,000 shall be expended for the maintenance of walking trails at Newton Hill and related improvements in Elm Park in the City of Worcester”; and

WHEREAS: Funding from this chapter will be used for maintenance, improvements and consultant services associated with Elm Park and Newton Hill in the City of Worcester; and

WHEREAS: The City has secured the services of a professional consultant to design & implement improvement programs at Elm Park & Newton Hill; and

WHEREAS: Elm Park/Newton Hill is one of the first properties in the country purchased for park purposes and is in need of additional maintenance and services; and

WHEREAS: This funding will further assist the city in upgrading these facilities which will enhance the quality of the parks and is a win-win for the neighborhood and residents throughout the city.

NOW, THEREFORE BE IT RESOLVED, that:

1. That the City Manager be and is hereby authorized to accept and expend funding from Chapter 268 of the Acts of 2022 from the Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs, Department of Conservation and Recreation.
2. That the City Treasurer, under the direction of the City Manager, be and is hereby authorized to accept and appropriate these funds into the DPW&P account for Elm Park & Newton Hill, PRJ-100026.
3. That the City Manager be and hereby authorized to take such other actions as are necessary to carry out the terms, purposes, and conditions of this grant to be administered by the Department of Public Works and Parks; Parks, Recreation and Cemetery Division.

In City Council

April 9, 2024

Resolution adopted by a yeas and nays vote of Eleven Yeas and No Nays

A handwritten signature in black ink, appearing to read "Nikolin Vangjeli", with a long horizontal flourish extending to the right.

A Copy. Attest:

Nikolin Vangjeli
City Clerk

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.mass.comptroller.org/forms> Forms are also posted at OSD Forms: <https://www.mass.gov/related-forms>

CONTRACTOR LEGAL NAME: City of Worcester (and d/b/a)		COMMONWEALTH DEPARTMENT NAME: MMARS Department Code: DCR	
Legal Address: (W-9, W-4): 455 Main Street Worcester, MA 01608		Business Mailing Address: 695 HILLSIDE ST, MILTON, MA 02186	
Contract Manager: Robert C. Antonelli Jr.	Phone: 508-799-1190	Billing Address (if different):	
E-Mail: antonelli@worcestermas.gov	Fax: 508-799-1293	Contract Manager: Lisa DeFeo	Phone: 857-283-6712
Contractor Vendor Code: VC6000192146		E-Mail: lisa.defeo@mass.gov	Fax:
Vendor Code Address ID (e.g. "AD001"): AD		MMARS Doc ID(s): 4CTDCR8900WORCELMPPAR	
(Note: The Address ID must be set up for EFT payments.)		RFR/Procurement or Other ID Number: Legislative Exempt	
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input checked="" type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20 ____. Enter Amendment Amount: \$ ____ (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$ 250,000__			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD. Payment issued within 15 days __% PPD. Payment issued within 20 days __% PPD. Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: XX agree to standard 45 day cycle __ statutory/legal or Ready Payments (M.G.L. c. 29, § 22A); __ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
provided further, that not less than \$250,000 shall be expended for the maintenance of walking trails at Newton Hill and related improvements in Elm Park in the City of Worcester			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, a date LATER than the Effective Date below and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 3. were incurred as of ____, 20 ____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>Dec 31 2026</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: Date: <u>4/25/24</u> (Signature and Date Must Be Handwritten At Time of Signature)		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: Date: <u>5/15/24</u> (Signature and Date Must Be Handwritten At Time of Signature)	
Print Name: <u>Eric D. Batista</u> Print Title: <u>City Manager</u>		Print Name: <u>Robert Boncore</u> Print Title: <u>Director of Contracts</u>	



The City of
WORCESTER

Department of Public Works & Parks
Parks, Recreation & Cemetery Division
50 Officer Manny Familia Way, Worcester, MA 01605
P | 508-799-1190 F | 508-799-1293
parks@worcesterma.gov

PARKS AND RECREATION COMMISSION MEETING

Thursday May 23, 2024 – 6:30 P.M.

Parks, Recreation & Cemetery Administrative Office

Meeting Room A

50 Officer Manny Familia Way Worcester, MA 01605

Or

Virtual with Teams

ASSISTANT COMMISSIONER'S REPORT

GENERAL

ASSISTANT COMMISSIONER'S REPORT:

1. General:

- Request of the WCACA to hold an event on the Worcester Common
- Request of World of Foods Worcester to hold an event at Elm Park
- Grant Applications –
 - Outdoor Recreation Legacy Partnership Grant – Tacoma St Playground - Awarded
 - Land & Water Conservation Fund Grant – University Park - Awarded
 - Land & Water Conservation Fund Grant – Great Brook Valley – Awarded
 - PARC & LAND Grant Program – Sever Street – Awarded
 - NA
- Economic Development Initiatives –
 - NA
- Cultural Events-
 - NA
- Park Vandalism & Graffiti – NA
- Donations –
 - NA
- Capital Improvement Programs
 - Apricot Street Playground - NA
 - Ball Property - NA
 - Banis Street Playground - NA
 - Beaver Brook Park - NA
 - Bell Pond – NA
 - Bennett Field – NA
 - Betty Price Playground – NA
 - Blackstone Gateway Park – NA
 - Blithwood Park – NA
 - Boynton Park – NA
 - Burncoat Park – NA
 - Burncoat Playground – NA
 - Cascades Park – NA
 - Castle Park – NA
 - Coal Mine Brook – NA
 - Common – NA
 - Coes Park (Knife) – NA
 - Stearns Tavern
 - Playground
 - Coes Pond – NA
 - Columbus Park –
 - NA
 - Cookson Park – NA
 - Cristoforo Columbo (East Park) –
 - NA
 - Crompton Park – NA
 - Dodge Park – NA



- Elm Park – NA
 - Newton Hill - NA
 - Fairmont Park – NA
 - Farber Field – NA
 - Grant Square – NA
 - Great Brook Valley Playground – NA
 - Green Hill Park Renovation – NA
 - Green Hill Farm
 - Community Gardens
 - WWI
 - Greenwood Park – NA
 - Hadwen Park – NA
 - Harrington Field – NA
 - Harry Sherry Field (S. Worcester) - NA
 - Holland Rink - NA
 - Holmes Field - NA
 - Indian Hill Park – NA
 - Indian Lake Beach – NA
 - Institute Park – NA
 - Walkway Design
 - Salisbury Pond - NA
 - Kendrick Field – NA
 - Knights of Columbus – NA
 - Korean War Memorial – NA
 - Lake Park – NA
 - Lake View Playground – NA
 - Logan Field – NA
 - Morgan Landing – NA
 - Mulcahy Field – Update
 - Oakland Heights Playground – NA
 - Providence Street Playground – NA
 - Ramshorn Island – NA
 - Rockwood Field – NA
 - Salisbury Park (Bancroft Tower) – NA
 - Shale Street Playground – NA
 - Shore Park – NA
 - Spillane Field – NA
 - South Worcester Park - NA
 - Tacoma Street Playground – NA
 - TY Cobb – NA
 - University Park – NA
 - Vernon Hill – NA
 - Wetherall Estates (Duffy Field) – NA
 - 149 West Boylston Drive - NA
 - Winslow & Pleasant – NA
 - Aquatic Master Plan – NA
 - Open Space and Recreation Plan – NA
 - North Lake Ave Linear Park – NA
- Community Development Block Grant – NA
 - Art-in-the-Park – Request to keep Artwork in Elm Park - NA

- Dog Park, Licensing & Control of Dogs – NA
- Rectangular Field Development – NA
- Park Monument Review – NA
- Misc. items:
 - Keep Worcester Clean –
 - NA
 - City Council Orders –
 - NA
 - City Council Petitions –
 - NA
 - Forestry Operations –
 - Tree City USA - NA
 - ALB (Asian Longhorned Beetle)
 - EAB (Emerald Ash Borer)
 - Arbor Day – April 25, 2025
 - Budget – Operational & Capital - NA
 - Parks, Recreation & Cemetery Division – Update
 - Capital Improvement Program – Update
 - Community Preservation Act Budget - Update
 - City Five Point Financial Plan – NA
 - City Auditor Communications - NA
 - Summer Youth Employment Program – Update
 - Aquatics – NA
 - Christian’s Law – NA
 - Recreation Worcester - NA
 - Holiday Tree – NA
 - Worcester Common Ice-Skating Rink - NA
 - Waterfowl in Park – NA
 - Out-to-Lunch – NA
 - Trash – NA
 - ESCo – NA
 - Park Permits –
 - See Above
 - Access/ ADA – NA
 - Mobile Concession/ Food Truck – Update
[Policies & Procedures | City of Worcester, MA
\(worcesterma.gov\)](https://www.worcesterma.gov/policies-procedures)
 - ATV – Recreational Vehicle – NA
 - Veterans Memorials - NA
 - Misc. Information –
 - NA
- Golf Course:
 - Fees & Policies - NA
 - Golf Course Donations - NA



Worcester Parks Permit

For emergencies please contact Worcester Parks Security at (508) 612-1121 or email parkssecurity@worcesterma.gov

Reservation ID: 01890559

Casey Denis
18 Woodland St #3
Worcester, MA 01610
[REDACTED]
cthomas@worcestercarib.com

Use: WCACA

City Hall Common to include Oval
Reservation Total: 935.00
Amount Due: 935.00
Amount Paid: 0.00

1. 7/21/2024 10:00 AM – 7/21/2024 7:00 PM
Line Description: Kiddie's Event
Group Size: 1
2. 7/28/2024 10:00 AM – 7/28/2024 7:00 PM
Line Description: rain date
Group Size: 1

DISCLAIMERS

Any use of amplified sound system or other noise in any of the City of Worcester Public Parks, Playgrounds, Playing Fields, or Public Property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, Playground, Playing field, or Public Property or building.

City of Worcester – Department of Public Works & Parks – Parks, Recreation & Cemetery Division Rules & Regulations
The DPW & Parks – Parks, Recreation & Cemetery Division of the City of Worcester, by virtue of the authority delegated to it under chapter 45 of the General Laws of Massachusetts and every other power thereto enabling, hereby makes and publishes the following rules and regulations which shall not only be limited to the following and DPW & Parks – Parks, but Recreation & Cemetery Division reserves the right to make additional changes or expansions without notice at any given time.

Within the limit of lands under the management of the City of Worcester – Department of Public Works and Parks, Parks, Recreation & Cemetery Division, it shall be unlawful for any person/organization:

1. No group outing/picnics will be guaranteed in any park, playground, or beach under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division unless a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division has been obtained.
2. Permit request for fields will only be issued between 9:00AM and 3:30 PM, Monday – Friday (Non-Holidays business days). There will be no refunds or credits issued for any reason, no information will be given, nor permit will be issued over the telephone. The City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division has a fee schedule, policies, rules, and regulations governing all parks. The DPW & Parks, Parks, Recreation and Cemetery Division reserves the right to deny permits to those individuals and organizations that have in the past shown disregard for the policies, rules & regulations.
3. Groups of 15 or more are required to obtain a permit
4. All event permit holders have the right to use the vendors/concessionaires of their choice. Daily vendor/concessionaire that have been assigned a park cannot vend unless written permission is given to the Parks office from the event permit holder.
5. To use permit given for something other than for the designated event/vending/sport specified on application.
6. Failure to have all proper permits submitted prior to the event may be fined and may incur additional cost that may occur.



Worcester Parks Permit

7. To destroy, or misuse park property, or to injure or climb trees, lawns, shrubs, plants in any park, playground, beach, or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
8. The use of but not limited to confetti, rice, artificial flowers, paint, etc. are not allowed at any park due to environmental impact, safety of wildlife, and the debris that is left. A fine and cleanup cost may be assigned to those who disregard this rule.
9. To deface, remove or destroy any sign or notice or protective device placed in a park, playground, and or beach.
10. To commit any unlawful act of violence or disturbance toward other people or to disturb the animals, birds, fish etc. or commit any act of nuisance in any park, playground, beach area, recreation area or facility.
11. To obstruct, hinder, or impede the movement/work of employees of the DPW & Parks – Parks, Recreation & Cemetery Division.
12. To fail to comply in any public park (including boundary road thereof) or other public place (including any parkway) under the control of the DPW & Parks – Parks, Recreation & Cemetery Division any reasonable direction given by any police officer or by any DPW & Parks – Parks, Recreation & Cemetery Division employee or contained in any notice posted by the DPW & Parks – Parks, Recreation & Cemetery Division.
13. To throw, deposit or leave any rubbish or litter in any park, playground, or beach area, except in container placed for such purpose. Household trash, hazardous waste, debris, or any other material cannot be thrown/dumped into any park or park container violates the City of Worcester Ordinance, Chapter eight of the Revised Ordinances of 2008, Section 6A.
14. To feed waterfowl & animals is prohibited in any park, playground, or beach. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
15. To play golf or to practice it with putter or other club or stick of any kind upon or within any public park, playground, or beach except in those areas purposely set aside for this activity or in conjunction with any organized city recreation program.
16. To take any animal into any park, playground, or beach in violation of the City of Worcester ordinance.
17. To operate a phonogram, bullhorns, radio, loudspeaker, amplifier, or otherwise create noise at a level that violates the City Noise Ordinance, Part I, Chapter 9, Section 1A, of the Revised Ordinances of 2008 Part One – as Amended Through July 18, 2023 of the City of Worcester. Any phonogram, bullhorn, radio, speaker, loudspeaker, or amplifier in any of the City of Worcester Public Parks, playgrounds, playing fields, or public property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, playground, playing field, public property or building a permit/permits from the City of Worcester will be required.
18. To sell or offer for sale any goods or ware, to do any advertising of any nature, to make a fire unless approved by the DPW & Parks, Parks, Recreation & Cemetery Division. To play a game or chance for money or other item in value or to distribute or advertise Tobacco, alcohol, medication, drugs, or pornographic material.
19. To discharge or have any firearms in any park, playground, or beach, except with a permit for those areas specifically authorized by the DPW & Parks, Parks, Recreation & Cemetery Division.
20. To commit any trespass in any public park, playground, or beach within the city between the hours of 10:00 PM and 5:00 AM, or other set times except with a written permit from the DPW & Park, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across any property under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
21. To drive any Commercial vehicle into any park except on business of the DPW & Parks, Parks, Recreation & Cemetery Division, or to give driving instruction to any person in any type of vehicle in any park or to learn to drive any vehicle in any park, or to drive or propel any automobile, motorcycle, motor bicycle, bicycle, or other motor vehicle (except on regular park roads) or to repair cars in a park, or to park any car on any road except in areas designated for parking or to park any vehicle along any roadway or to park any unauthorized automobile after dark, or to clean/wax any vehicle. Such vehicles will be towed at owner's expense.
22. To drive or propel any motorized vehicle in any park, playground, or beach except on regular roads. To drive any vehicle upon any sidewalk of any boundary road or public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division except in accordance with a written event permit and staff supervision from DPW & Parks, Parks, Recreation & Cemetery Division. Only city vehicles and DPW & Parks, Parks, Recreation & Cemetery vehicles are allowed access inside park.
23. To erect a booth, tent, sleeping tent, sleeping bag, inflatable rides, stall, camper, motor home or other structures or to sleep/camp or lodge in any park, playground, without the written permit of the DPW & Parks, Parks, Recreation & Cemetery Division, or to use a tent unless stake-less and/or without the written permission of the DPW & Parks, Parks, Recreation & Cemetery Division.



Worcester Parks Permit

24. To play any active ball games in any park, playground, or beach except in areas set aside for such games.
25. To place any snow or ice removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division, Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
26. To place any leaves or debris removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division.
27. Alcoholic Beverages: To possess, sell or drink any alcoholic beverages as define in Chapter 138 Section 1 of the Massachusetts General Laws while on, in, or upon any park, playground, or beach or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division. Except on Worcester Common as approved by the Worcester Parks & Recreation Commission and with a special liquor permit in addition to the DPW & Parks, Parks, Recreation & Cemetery Division permit.
28. It is unlawful and not allowed, to smoke in any public, park, playground, or beach as per the City of Worcester Ordinance.
29. To use or possess illegal drugs while in or upon any park, playground or beach, or any other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
30. To roller blade, roller skate, skateboard, or ride a bike in any designated park area unless specially identified for this purpose.
31. To boat/float on a flotation device, motorized watercraft, or winter snow/ice vehicles (snowmobiles, etc.) are not allowed on or in any body of water (ice or snow covered) within a public park unless specifically authorized by a written permit issued by the City of Worcester, DPW & Parks, Parks, Recreation & Cemetery Division. No boats, flotation devices except US Coast Guard approved life jackets. No motorized watercrafts shall be launched within 150' of any public beach.
32. To ice skate on any body of water within a public park except those water bodies designated for such use. Those designated for such use are Elm Park (3 meres) and University Park Pond. At all sites the ice must be declare safe by the DPW & Parks, Parks, Recreation & Cemetery Division.
33. The DPW & Parks, Parks, Recreation & Cemetery Division shall first approve any field, facility, or structure improvements, desired to be made by any organizations permitted to use a public park.
34. In the event of inclement weather conditions on a given date, DPW & Parks, Parks, Recreation & Cemetery Division may rescind a permit and restrict the use of any field or park at their determination such use will have a negative long-term effect on the facility.
35. Drones (UAS) and other aircraft: Drones, other unmanned aerial vehicles including remote control aircraft, and aircraft in general cannot be flown in the City of Worcester Public Parks or open spaces; unless under special permission from the City of Worcester, Commission of the Department of Public Works & Parks, or his designee, and with an issued approved parks permit. Please refer to the Federal Aviation Administration (FAA) Rules & Regulations.
36. All vending/concessions must abide by the vending/ concession rules, the City of Worcester Ordinance and the Parks, Recreation, & Cemetery Division Rules and Regulations. Failure to follow all ordinances, rules and regulations may result in fines and could have vending/concession permit revoked.
37. All vending/concessions must have been approved by the standard city process and have an official vending/concession permit.
38. Any sport league or organization hosting, managing, or operating a sports tournament, must submit a Sports Tournament Permit Application for this particular event.
39. Itinerant musicians, street performers, buskers are not allowed without a permit from the Parks & Recreation Commission as identified in the City of Worcester Ordinance Chapter 12, Section 26 (h)(6) of the Revised Ordinances of 2008 -Part One- as Amended Through July 18, 2023 of the City of Worcester. No person shall act or perform as an itinerant musician on any public street or private way shown in the official map of the city, or in any public park, playground, or the Worcester Common. Without submitting a permit request and the written permission of the Parks & Recreation Commission.
40. All Parks & Recreation Commission agenda items must be submitted a minimum of 3 (three) business days before each meeting to the parks@worcesterma.gov email.
41. Additional policy for the use of the Common: To commit any trespass between the hours of 10:00 PM and 5:00 AM, except with a written permit from the DPW& Parks, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across the Common during these hours; Common may be used only as a walk through. No active leisure activities are permitted on the Common, including but not limited to bicycle riding, skateboarding, roller blading, roller skating, Frisbee,



Worcester Parks Permit

unless a written parks permit is obtained through the DPW & Parks, Parks, Recreation & Cemetery Division.

42. Closing Hours: Parks shall be closed to the public between the hours of 10:00 PM and 5:00 AM or as posted except if authorized in a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division.

43. Waiver right: The DPW & Parks, Parks, Recreation & Cemetery Division reserves the right to waive and/or limit these rules at any time if in the best interest of the City of Worcester.

Any person violating any of the above rules shall for each offense be punished by a fine not more than \$200.00 plus any additional cost to the City of Worcester

The above Rules and regulations have been approved by the Parks & Recreation Commission



2024 PERMIT APPLICATION FOR EVENT IN A PARK

Name of Requested Facility: WorcesterCommons Today's Date: 04/01/2023
 Name of Your Organization: WCACA Website: _____
 Name of Applicant: Casey Denis Email: cthomas@worcestercarib.com
 Applicant residential address: 18 Woodland St Apt 3 City: Worcester State: MA Zip: 01610
 Primary Phone #: [REDACTED] Alternate Phone #: _____
 Event Date: 07/21/2024 Rain Date: 07/28/2024 Event Start Time: 1pm Event End Time: 6pm
 Set up Date & time: 10am Breakdown Date & Time: 7pm

Staffing will be determined by the needs of each organization; it will vary by event, and it will be determined by Parks Administration.

Please allow up to 30 days for permit to be processed

Describe event in detail: WCACA is looking to host our annual Kiddie's Event leading up to Worcester Carnival. We will have activities for children & families, from crafts, to a dance showcase, games, and food.

DAY OF EVENT CONTACT PERSON (IF DIFFERENT FROM ABOVE APPLICANT)

Contact Name: _____ Email: _____
 Cell Phone#: _____

Are you advertising/promoting this event? Yes No How are you advertising/promoting? Social media

Have you ever had a similar permit? Yes No Estimated amount of people to attend: 200

Will you be charging admissions or selling any items at this event? (You may need a Hawker & Peddlers license) Yes No

Are you a non-profit organization with a 501C3? Yes No (Please provide copy of certificate) ID# _____

Liability Insurance Policy Number _____ (Please supply a copy of the binder/COI)

Permit Guidelines

1. **Permits:** All permit applications must be filled out completely and must have a down payment of \$125.00 to hold date. Groups of 15 or more are required to obtain a permit.
2. **Outstanding balances:** Any permit holder with an outstanding balance must pay off in full before putting a deposit down for new permit. Down payments are non-refundable.
3. **Events:** All events charging admission will need to submit a full proposal to the Parks & Recreation Commission a minimum of 3 months prior to the event date. The proposal is to include all event details, and meet requirements as set forth by the Parks & Recreation Commission. A Special Events application may need to be completed and submitted to the Special Events Committee. All new events, as well as large scale events, will need to submit a proposal 3 months in advance and go in front of the Parks & Recreation Commission for the first 3 years of the events occurrence.
4. **Confetti:** Confetti/rice/artificial flower pedals are not allowed at any park due to environmental impacts, safety of wildlife, and the debris that is left. A fine may be assigned to those who disregard this rule.
5. **Staff needs and fees:** The City of Worcester DPW & Parks, Parks & Recreation Division requires staff at all event/permits for the duration of the event including event set up and breakdown times, this and other requirements will be determined on a case-by-case basis. Staff fees will apply at \$60 per hour with a minimum of 4 hours, per staff assigned. A non-refundable down payment of \$125.00 will be required at the time the application is submitted to reserve the date. Fees will vary based on event types, needs for additional staff, electricity, hours, trash pickup fee, and magnitude of event. Final payment will be due at least one (1) month prior to the event day. Payments made less than one month prior will have to submit a certified payment such as a bank check or a money order. Collective bargaining agreement requires us to give all staff assigned an 8 hr. shift a 30-minute lunch and (2) 15-minute breaks.
6. **Cancellation Policy:** A 24-hour written cancellation notice (email acceptable) is required and must be confirmed/approved by the DPW & Parks Division staff to avoid additional fees. A \$125.00 or 10% of the total fee whichever is higher will be charged for cancellations. All weekend/holiday cancellations must be received by 10:00 AM on the last business day prior to your event and must be confirmed/approved by the DPW & Parks Division staff.
7. **Refunds:** Refunds will NOT be given unless cancelled in writing within the required timeframe. Must be confirmed and approved by DPW & Parks – Parks & Recreation Division staff. Confirmation/approval is deemed confirmed when the event representative receives a written confirmation/email from the Parks Administration. A full fee will be charged to those who do not cancel on time. An email sent to parcs@worcesterma.gov will also be accepted as a written cancellation with a follow up call to 508-799-1190.
8. **Special Events:** Some organizations will be required to contact the Special Events Committee based on the location and the scale of the event. Please call 508-799-1400. It is your responsibility to obtain all necessary permits from other City divisions as applicable to your event and submit copies to Parks Administration along with your completed application. A Parks Permit will not be issued until all necessary permits are obtained (e.g., Tent Permit, Food Permits, Sound Permits, Entertainment License, etc.). If an admission fee is being charged, you may need a permit from License Commission.
9. **Liability Insurance:** The City of Worcester DPW & Park, Parks & Recreation Division requires that the undersigned submit proof of liability insurance with a minimum of \$1 Million in Commercial General Liability and a policy endorsement which indemnifies and holds harmless the City of Worcester. Some events may require a higher Limit of Insurance. The City of Worcester is not responsible for any accidents or damages to people or property resulting from the issuance of this permit.
10. **Alcohol:** Alcoholic Beverages are not allowed in City parks (See Item 27 on the rules and regulations). No person shall drink any alcoholic beverage as defined in Chapter 138, Section 1, or the Massachusetts General Laws while

on, in, or upon any facility under the jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division, (Exception: Worcester Common).

11. **Smoking:** Smoking of any sort at any of the City of Worcester Parks and Open Spaces, as per city ordinance, is not allowed.
12. **Facility Clean-up:** Cleanup of park at completion of event is required. All trash must be removed within the time stated on the breakdown date and time section of the permit. The City of Worcester DPW & Parks are not responsible for anything left in the park and all items will be disposed of. The Park must be left clean, clear of portable toilets, dumpsters, fencing, tents, or any material used for a specific event. Park must be left readily available for other park users. The City of Worcester DPW & Parks reserves the right to charge permit applicant for any cost of trash cleanup and removal from the site.
13. **Parking:** Vehicles are prohibited from parking or traveling in any grass areas or any sidewalks or on the Worcester Common. You will be required to submit an alternative parking plan for those facilities that do not have parking lots. Illegal parking, such as but not limited to, parking on sidewalks or grass areas will not be allowed, Parks Security will enforce. Event holder is responsible to notify and inform event participants/spectator of legal parking options.
14. **Water:** Each year all seasonal water services will be shut down after the first week of October. This includes all seasonal restrooms, concessions, and irrigations.
15. **Drones:** No Drones, radio control vehicles/devices (Land, Air or Water) without a permit issued by the Parks Administration.
16. **Administration:** The City of Worcester DPW & Parks, Parks & Recreation Division reserves the right to minimize, reschedule or cancel use of facility based on renovations, maintenance, weather conditions or emergency situations.
17. **Transferring of permits:** There shall be **NO** transferring of permits from one permittee to another.
18. **Beaches/Water bodies:** Events held at beach facilities or public waterways may require compliance with "Christian's Law". Personal flotation devices/US Coast Guard certified Life Jackets for beach facilities. The permittee shall be responsible for meeting and exceeding all requirements of "Christian's Law" which includes the following:
 - a. Provide a properly sized and snug fitting type I, II, or III PFD to all minor children determined to be either a non-swimmer or an at-risk swimmer.
 - b. Ensure that all minors are swim tested at the first swimming session.
 - c. Allow parents or legal guardians to provide their own fitting personal flotation device (PFD) to their child if they choose.

*A Copy of this State law is available on the City of Worcester website and at the Parks Office. *

19. **Set-up map:** Please submit a set up map showing location of tents, tables, chairs, grill etc. You may use a Google maps aerial view of the location, or you may hand draw your own set up map.
20. **Review Policy:** All permits will be reviewed by Parks Division for opportunities & challenges after completion of event, to enhance and make all events better. We look forward to enhancing and helping all events become better.
21. **Responsibility:** All permit holders are responsible for the park/site through the duration of their event. If policy holder doesn't abide by or follow the parks rules and regulations, then they will be asked to go in front of the Parks & Recreation Commission.
22. DPW & Parks, Parks, Recreation & Cemetery Division reserves the right to revise the rules, regulations, policies, and procedures at any time and to rule on a situation not specifically covered in this application or other City documents

PARKS & RECREATION

EVENT FEES & CHARGES POLICY 2024

EVENT PERMITS:

- 1) Individuals or groups (This permit is for a location, in a specific park at a set time as approved based on submitted application.)
- 2) Application fee \$250.00 per 4-hour blocks at one location.
- 3) A 50% discount will be given to City of Worcester Residents and nonprofit organizations, off the application fee, once verification is submitted (Discount does not apply to staff cost, to For-profit organizations, or Non-Residents).
- 4) Trash removal/disposal fee will start at \$400.00 and will increase based on the size of the event. This fee does not include facility clean up. A minimum of \$240.00 will be charged for trash picked up throughout the facility depending on event size. Additional fees will apply if trash is left and not taken, if you specified on the permit, you were removing your own trash. **There will be NO discounts given for this fee**
- 5) Electrical fee \$30.00 per hour of electric use, if the electrician is needed the fee will be an additional \$60.00 per hour minimum of 4 hours. **There will be NO discounts given for staff fees.**
- 6) Staff fees will apply to events as deemed necessary by the DPW & Parks, Parks, Recreation & Cemetery Division at a rate of \$60.00 per hour, minimum of 4 hours per, per staff assigned. **There will be NO discounts given for this fee.**

SPECIAL EVENTS/FUNCTIONS:

Organizations/groups/individuals requesting a permit for events will be charged fees as determined on an individual basis (Staff, utilities or needs as required by Department) based on Departmental and Parks & Recreation Commission requirements.

PORTABLE STAGE FEE:

The fee for delivery, setup, breakdown, and pickup of the portable stage within the City of Worcester is \$960.00. **There will be NO discounts given for this fee**

ADMINISTRATIVE CHARGE:

An administrative fee of \$125.00 will be charged for any changes made to a permit that has been finalized.

REFUND POLICY:

City of Worcester Department of Public Works & Park, Parks, Recreation & Cemetery Division will not refund any permits due to weather conditions. All will be determined on an individual basis. The City of Worcester will work with event organizers to set rain dates at the time the application is submitted.

FEE STRUCTURE:

\$125.00 Non-refundable down payment will be required at the time of request. Fees will be applied to each individual event as per each individual's/organization's needs. Filing false information to the City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division could result in loss of permit, the organization, individual/group will be required to attend a Parks & Recreation Commission meeting to justify the alleged filing and would consequently need approval from the Parks & Recreation Commission for future requests. A 2% Late fee will be assessed to all individual/organizations each month if the invoice is not paid within 45 days of the invoice date.

A map of your event layout must be submitted with application

Please draw your event set up in the box below or submit on a separate paper

Parks Division

50 Officer Manny Familia Way, Worcester, MA 01605

Parks@worcesterma.gov

Yes No If the event is located at the Common: Are you requesting to serve alcohol? (Approval from the Parks & Recreation Commission will be required as well as an approval from the License Commission)

Yes No Will you be cleaning and removing your trash? (Submit plan in writing, dumpsters will not be allowed overnight.)

Yes No Will you be requesting the Parks Division to remove and dispose of your trash? (A fee will apply for removal /disposal of trash, this fee may increase based on the amount of trash and size of event. This fee doesn't include facility clean up. It is only for removing trash from one location and disposing of it. Permit holder will be charged additional fees if we have to remove the trash if no is checked off).
There will be NO discounts given for this fee

Yes No Will you be utilizing the restrooms at this facility? (If available, some locations do NOT have restrooms.)
If requesting use of restrooms at City Hall, please see page 8, Department of Public Facilities

Yes No Will you be requesting the use of our electricity? (Not all locations have access to electricity. There is a cost to use the electricity. If our electrician is required for electrical hook up, it will be an additional \$60. per hour, min. of 4 hours per day) **There will be NO discounts given for for any staff fees.**
*If using a multi-media/sound company, please provide name & phone number: _____
*Any equipment or safety equipment must be supplied by the event organizer and or the company used for planning event (electric cords, electrical jackets, cones, etc.)

Yes No Will you be using tables and chairs? The city does not supply tables or chairs, please show location on set up map.

Yes No Will there be any inflatable games/bouncy houses? (All devices must be **stake-less**, and approval will be based on current public health guidance. Company: _____

Yes No Will you be using any banners? (Cost of banner install is determined by equipment and staff needed)

Yes No Are you requesting the use of our portable metal stage?
(The size is 24' x 24', it can also be used open halfway with a back. This stage is not accessible.).
There will be NO discounts given for this fee.

How many vehicles are you planning on parking? _____ (Will need a parking plan for the event)

Yes No Do you need a vehicle to load/unload for this event (there is a 10-minute unload/load time fame)?
How many vehicles _____

Reason for vehicle:

Police Department

This section must be completed by the Police Department ONLY

Anyone requesting a Park Permit will need to notify the Police Department Off-Duty Office and have them complete and sign below in reference to Police Supervision and/or Sound Permits. The Police will determine the need for Police Supervision, if any, and the number of officers required. There is no exception to this requirement.

Police Department – Off Duty Police and Sound Permits – 9-11 Lincoln Square - 508-799-8686
wpdpaydetailofficeemailist@worcesterma.gov

Yes No Are you having amplified sound (Microphones, speakers, blowhorns, radios, sound system)?

Yes No Will this event require Police Supervision? If yes, number of Officers: _____

Yes No Does the event require a Sound Permit?

Yes No Has a Sound Permit been obtained? (A copy of the permit must be attached)

Notes from Police Department: _____

Name of Police Officer (Please Print): _____

Official Police Officer Signature: _____ Date: _____

EMS

If checked "Yes" below, or required by the city, applicant must contact
EMS at 508-421-5728.

Yes No Will you have EMS services available? (This is not mandatory, but maybe recommended)

Inspectional Services-Food Division

If checked "Yes" below, or if required by the city, applicant must contact
Inspectional Service 25 Meade Street at 508-799-1198 x 33030 or inspections@worcesterma.gov.
A copy of all permits must then be submitted to Parks to complete the application process.

Yes No Will you be serving food?
Copy of the food permit will be required by Parks.
Oil will not be allowed to be disposed of in sewer drains, a disposal plan must be submitted with
The application.

Yes No Will you be having food trucks?
*All food trucks must have the proper permits

Inspectional Services-Housing Division

If checked "Yes" below, or if required by the city, applicant must contact
Inspectional Service 25 Meade Street at 508-799-1198 x 33012 or inspections@worcesterma.gov.
A copy of all permits must then be submitted to Parks to complete the application process.

- Yes No Will you be renting portable restrooms?
(Events with estimated 100-300 attendees need to have a minimum of one (1) ADA portable)
* Please provide information on company: Porta Dogs
* All events with portable restroom must have a minimum of 1 accessible unit in each cluster
* Each accessible unit must be placed with entrance facing an accessible surface/walkway.

Inspectional Services-Building Division

If checked "Yes" below, or if required by the city, applicant must contact
Inspectional Service 25 Meade Street at 508-799-1198 x 33012 or inspections@worcesterma.gov.
A copy of all permits must then be submitted to Parks to complete the application process.

- Yes No Will you be using Tents? (All tents must be stake-less.)
A permit may be required from Inspectional Services for tents that are larger than 20' x20',
Size of Tents: _____ Number of Tents: _____ Tent Company Name: _____
Inspectional services will reach out to the Parks Office if letter is needed for the bigger tents

Fire Prevention Department

If checked "Yes" below, or if required by the city, applicant must contact
Fire Prevention – 141 Grove Street at 508-799-1821 or wfd@worcesterma.gov.
A copy of all permits must then be submitted to Parks to complete the application process.

- Yes No Will you be using Grills? What size Grill? _____ How many grills? _____
(A permit from the Fire Department may be required if using propane grills.)
If using a charcoal grill, it is your responsibility to remove all charcoal and its debris from the park.)
*For any grill you must have a 20 BC fire extinguisher on site.
* The Worcester Fire Department may limit the quantity of LP-Gas that may be stored under a permit, such as during special events, where unusual conditions exist. Additional requirements may be included that are within the intent and purpose of 527 CMR Table 1.12.8.50 and 527 CMR 69.
- Yes No Will you be using a generator?
*Will need a permit from Fire Prevention (no matter the size of the generator)
*Application to keep, store, manufacture, and/or handle flammable and/or combustible liquids, per Massachusetts Comprehensive Fire Safety Code, 527 CMR 1.00: Ch.66 (Flammable & Combustible Liquids), section 66.1.5. The scope of 527 CMR 1.00 includes, but is not limited to, the following in accordance with M.G.L. c. 22D and M.G.L. c. 148 and as prescribed by M.G.L. c. 143 § 96.
*Fire Prevention follows NFPA 96 Section 17.5.2.1 for generators at events

Public Facilities

**If checked "Yes" below, or if required by the city, applicant must contact
Public Facilities at 50 Officer Manny Familia Way 508-799-8588 or publicfacilities@worcesterma.gov.**

This section pertains to any permits for the use of City Hall, City Hall Restrooms, the Plaza, the Common and City Hall Garage

- Yes No Will you be cleaning and removing your trash? (Submit plan in writing, dumpsters will not be allowed overnight.)
- Yes No Will you be utilizing the restrooms inside the facility?
(There is a cleaning fee through Public Facilities per event, this fee is not a Parks Division fee)
- Yes No Will you be renting portable restrooms?
* Please provide information on company: _____
* All events with portable restroom must have a minimum of 1 accessible unit in each cluster
* Each accessible unit must be placed with entrance facing an accessible surface/walkway.
- Yes No Will you be requesting the use of our electricity? (This will be based on event layout).
(Not all locations have access to electricity. Cost of electricity is \$30 per hour.
If our electrician is required for electrical hook up, it will cost an additional \$60 per hour, min. of 4 hours per day).
- Yes NO All special events will need to have our electrician onsite for duration of whole event.
Are you using a multi-media/sound company? If you answered yes, please provide information below:
Name & Phone number: _____
*Any equipment or safety equipment must be supplied by the event organizer and or the company used for planning event (electric cords, electrical jackets, cones, etc.)

Below please see list of additional phone numbers for your assistance in the permit process:

Special Events Committee: specialevents@worcesterma.gov508-799-1400

License Commission: planning@worcesterma.gov508-799-1400

Parks Security: parkssecurity@worcesterma.gov508-612-1121

Accessibility Division – ADA Coordinator: disabilities@worcesterma.gov508-799-1152

Department of Public Works: dpw@worcesterma.gov508-799-1450

DPW Engineering: 311@worcesterma.gov508-929-1300

Department of transportation and mobility: mobility@worcesterma.gov508-929-1300

Division of Emergency Communications: communications@worcesterma.gov508-799-1400

Division of Emergency Management: emergencymgt@worcesterma.gov508-799-1840

Office of City Manager: CityManager@worcesterma.gov508-799-1175

Public Health Department: health@worcesterma.gov508-799-8531

City of Worcester – Department of Public Works & Parks – Parks, Recreation & Cemetery Division Rules & Regulations

The DPW & Parks – Parks, Recreation & Cemetery Division of the City of Worcester, by virtue or the authority delegated to it under chapter 45 of the General Laws of Massachusetts and every other power thereto enabling, hereby makes and publishes the following rules and regulations which shall not only be limited to the following and DPW & Parks – Parks, but Recreation & Cemetery Division reserves the right to make additional changes or expansions without notice at any given time.

Within the limit of lands under the management of the City of Worcester – Department of Public Works and Parks, Parks, Recreation & Cemetery Division, it shall be unlawful for any person/organization:

1. No group outing/picnics will be guaranteed in any park, playground, or beach under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division unless a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division has been obtained.
2. Permit request for fields will only be issued between 9:00AM and 3:30 PM, Monday – Friday (Non-Holidays business days). There will be no refunds or credits issued for any reason, no information will be given, nor permit will be issued over the telephone. The City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division has a fee schedule, policies, rules, and regulations governing all parks. The DPW & Parks, Parks, Recreation and Cemetery Division reserves the right to deny permits to those individuals and organizations that have in the past shown disregard for the policies, rules & regulations.
3. Groups of 15 or more are required to obtain a permit
4. All event permit holders have the right to use the vendors/concessionaires of their choice. Daily vendor/concessionaire that have been assigned a park cannot vend unless written permission is given to the Parks office from the event permit holder.
5. To use permit given for something other than for the designated event/vending/sport specified on application.
6. Failure to have all proper permits submitted prior to the event may be fined and may incur additional cost that may occur.
7. To destroy, or misuse park property, or to injure or climb trees, lawns, shrubs, plants in any park, playground, beach, or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
8. The use of but not limited to confetti, rice, artificial flowers, paint, etc. are not allowed at any park due to environmental impact, safety of wildlife, and the debris that is left. A fine and cleanup cost may be assigned to those who disregard this rule.
9. To deface, remove or destroy any sign or notice or protective device placed in a park, playground, and or beach.
10. To commit any unlawful act of violence or disturbance toward other people or to disturb the animals, birds, fish etc. or commit any act of nuisance in any park, playground, beach area, recreation area or facility.
11. To obstruct, hinder, or impede the movement/work of employees of the DPW & Parks – Parks, Recreation & Cemetery Division.
12. To fail to comply in any public park (including boundary road thereof) or other public place (including any parkway) under the control of the DPW & Parks – Parks, Recreation & Cemetery Division any reasonable direction given by any police officer or by any DPW & Parks – Parks, Recreation & Cemetery Division employee or contained in any notice posted by the DPW & Parks – Parks, Recreation & Cemetery Division.
13. To throw, deposit or leave any rubbish or litter in any park, playground, or beach area, except in container placed for such purpose. Household trash, hazardous waste, debris, or any other material cannot be thrown/dumped into any park or park container violates the City of Worcester Ordinance, Chapter eight of the Revised Ordinances of 2008, Section 6A.
14. To feed waterfowl & animals is prohibited in any park, playground, or beach. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
15. To play golf or to practice it with putter or other club or stick of any kind upon or within any public park, playground, or beach except in those areas purposely set aside for this activity or in conjunction with any organized city recreation program.
16. To take any animal into any park, playground, or beach in violation of the City of Worcester ordinance.
17. To operate a phonogram, bullhorns, radio, loudspeaker, amplifier, or otherwise create noise at a level that violates the City Noise Ordinance, Part I, Chapter 9, Section 1A, of the Revised Ordinances of 2008 Part One – as Amended Through July 18, 2023 of the City of Worcester. Any phonogram, bullhorn, radio, speaker, loudspeaker, or amplifier in any of the City of Worcester Public Parks, playgrounds, playing fields, or public property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, playground, playing field, public property or building a permit/permits from the City of Worcester will be required.
18. To sell or offer for sale any goods or ware, to do any advertising of any nature, to make a fire unless approved by the DPW & Parks, Parks, Recreation & Cemetery Division. To play a game or chance for money or other item in value or to distribute or advertise Tobacco, alcohol, medication, drugs, or pornographic material.
19. To discharge or have any firearms in any park, playground, or beach, except with a permit for those areas specifically authorized by the DPW & Parks, Parks, Recreation & Cemetery Division.
20. To commit any trespass in any public park, playground, or beach within the city between the hours of 10:00 PM and 5:00 AM, or other set times except with a written permit from the DPW & Park, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across any property under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
21. To drive any Commercial vehicle into any park except on business of the DPW & Parks, Parks, Recreation & Cemetery Division, or to give driving instruction to any person in any type of vehicle in any park or to learn to drive any vehicle in any park, or to drive or propel any automobile, motorcycle, motor bicycle, bicycle, or other motor vehicle (except on regular park roads) or to repair cars in a park, or to park any car on any road except in areas designated for parking or to park any vehicle along any roadway or to park any unauthorized automobile after dark, or to clean/wax any vehicle. Such vehicles will be towed at owner's expense.
22. To drive or propel any motorized vehicle in any park, playground, or beach except on regular roads. To drive any vehicle upon any sidewalk of any boundary road or public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division except in accordance

with a written event permit and staff supervision from DPW & Parks, Parks, Recreation & Cemetery Division. Only city vehicles and DPW & Parks, Parks, Recreation & Cemetery vehicles are allowed access inside park.

23. To erect a booth, tent, sleeping tent, sleeping bag, inflatable rides, stall, camper, motor home or other structures or to sleep/camp or lodge in any park, playground, without the written permit of the DPW & Parks, Parks, Recreation & Cemetery Division, or to use a tent unless stake-less and/or without the written permission of the DPW & Parks, Parks, Recreation & Cemetery Division.
24. To play any active ball games in any park, playground, or beach except in areas set aside for such games.
25. To place any snow or ice removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
26. To place any leaves or debris removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division.
27. **Alcoholic Beverages:** To possess, sell or drink any alcoholic beverages as define in Chapter 138 Section 1 of the Massachusetts General Laws while on, in, or upon any park, playground, or beach or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division. Except on Worcester Common as approved by the Worcester Parks & Recreation Commission and with a special liquor permit in addition to the DPW & Parks, Parks, Recreation & Cemetery Division permit.
28. It is unlawful and not allowed, to smoke in any public, park, playground, or beach as per the City of Worcester Ordinance.
29. To use or possess illegal drugs while in or upon any park, playground or beach, or any other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
30. To roller blade, roller skate, skateboard, or ride a bike in any designated park area unless specially identified for this purpose.
31. To boat/float on a flotation device, motorized watercraft, or winter snow/ice vehicles (snowmobiles, etc.) are not allowed on or in any body of water (ice or snow covered) within a public park unless specifically authorized by a written permit issued by the City of Worcester, DPW & Parks, Parks, Recreation & Cemetery Division. No boats, flotation devices except US Coast Guard approved life jackets. No motorized watercrafts shall be launched within 150' of any public beach.
32. To ice skate on any body of water within a public park except those water bodies designated for such use. Those designated for such use are Elm Park (3 meres) and University Park Pond. At all sites the ice must be declare safe by the DPW & Parks, Parks, Recreation & Cemetery Division.
33. The DPW & Parks, Parks, Recreation & Cemetery Division shall first approve any field, facility, or structure improvements, desired to be made by any organizations permitted to use a public park.
34. In the event of inclement weather conditions on a given date, DPW & Parks, Parks, Recreation & Cemetery Division may rescind a permit and restrict the use of any field or park at their determination such use will have a negative long-term effect on the facility.
35. Drones (UAS) and other aircraft: Drones, other unmanned aerial vehicles including remote control aircraft, and aircraft in general cannot be flown in the City of Worcester Public Parks or open spaces; unless under special permission from the City of Worcester, Commission of the Department of Public Works & Parks, or his designee, and with an issued approved parks permit. Please refer to the Federal Aviation Administration (FAA) Rules & Regulations.
36. All vending/concessions must abide by the vending/ concession rules, the City of Worcester Ordinance and the Parks, Recreation, & Cemetery Division Rules and Regulations. Failure to follow all ordinances, rules and regulations may result in fines and could have vending/concession permit revoked.
37. All vending/concessions must have been approved by the standard city process and have an official vending/concession permit.
38. Any sport league or organization hosting, managing, or operating a sports tournament, must submit a Sports Tournament Permit Application for this particular event.
39. Itinerant musicians, street performers, buskers are not allowed without a permit from the Parks & Recreation Commission as identified in the City of Worcester Ordinance Chapter 12, Section 26 (h)(6) of the Revised Ordinances of 2008 -Part One- as Amended Through July 18, 2023, of the City of Worcester. No person shall act or perform as an itinerant musician on any public street or private way shown in the official map of the city, or in any public park, playground, or the Worcester Common. Without submitting a permit request and the written permission of the Parks & Recreation Commission.
40. All Parks & Recreation Commission agenda items must be submitted a minimum of 3 (three) business days before each meeting to the parks@worcesterma.gov email.
41. **Additional pollycy for the use of the Common:** To commit any trespass between the hours of 10:00 PM and 5:00 AM, except with a written permit from the DPW& Parks, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across the Common during these hours; Common may be used only as a walk through. No active leisure activities are permitted on the Common, including but not limited to bicycle riding, skateboarding, roller blading, roller skating, Frisbee, unless a written parks permit is obtained through the DPW & Parks, Parks, Recreation & Cemetery Division.
42. **Closing Hours:** Parks shall be closed to the public between the hours of 10:00 PM and 5:00 AM or as posted except if authorized in a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division.
43. **Waiver right:** The DPW & Parks, Parks, Recreation & Cemetery Division reserves the right to waive and/or limit these rules at any time if in the best interest of the City of Worcester.

Any person violating any of the above rules shall for each offense be punished by a fine not more than \$200.00 plus any additional cost to the City of Worcester

The above Rules and regulations have been approved by the Parks & Recreation Commission

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Human Rights Policy. It is the policy of the City to assure that every individual shall have equal access to and benefit from all public services, accommodations, and employment opportunities to protect every individual in the enjoyment and exercise of civil rights and to encourage and bring about mutual understanding and respect among all individuals of the city. It is clear that behavior which denies equal treatment to any of our citizens as a result of their race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, disability, or source of income undermines civil order and deprives persons of the benefits of a free and open society. Nothing in this section shall be constructed as supporting or advocating any particular religious view or lifestyle. To the contrary, it is the intention of this section that all persons be treated fairly and equally, and it is the expressed intent of this ordinance to bring about the elimination of prejudice, intolerance, bigotry, discrimination, and the disorder occasioned thereby.

The undersigned guarantees that the rules and regulations of the DPW & Parks - Parks, Recreation & Cemetery Division will be strictly observed.

The undersigned agrees to indemnify and hold harmless the City of Worcester, DPW & Parks, Parks, Recreation and Cemetery Division from and against any and all claims, suits or any person or property arising out of the above named facilities by any participant, spectator or other person affiliated with the undersigned becomes aware of an unsafe condition at or on the facilities, and continues to perform at or on the Facilities, without first notifying the DPW & Parks, Parks, Recreation & Cemetery Division of the unsafe condition and giving a reasonable time to correct said unsafe condition.

- THE UNDERSIGNED SHALL SUBMIT PROOF OF INSURANCE, WITH THE SIGNING OF THIS PERMIT OR FILING OF THIS APPLICATION, WITH THE CITY OF WORCESTER AS AN ADDITIONAL INSURED.
- CLEAN UP WILL BE THE RESPONSIBILITY OF THE GROUP USING SAID FACILITIES, INCLUDING REFUSE FROM SPECTATORS AND PARTICIPANTS. ALL REFUSE SHALL BE BAGGED AND REMOVED FROM SITE.
- NO CHANGE OF ENTERTAINMENT WITHOUT PRIOR APPROVAL WILL BE PERMITTED.

I understand the information above and have received all the Rules and Regulations and take responsibility for ensuring the organizations compliance with these rules and terms. If I leave this organization, I will inform my predecessor of this information. I am, through my signature able to bond the organization stated in this application to the rules and regulations of the DPW & Parks - Parks, Recreation & Cemetery Division.

PENALTIES: Any person violating any of the above rules shall for each offence be punished by a fine not more than \$200.00 (General Laws Chapter 45, Sect. 24, Amended May 20, 1977). Violators also risk permanent revocation of current and future DPW & Parks - Parks, Recreation & Cemetery Division facility permits.

I agree to abide by all the Parks rules and regulations, all City Ordinances, policies and procures.	
Signature of Applicant/ Representative: _____	Date: _____

PRINT NAME OF APPLICANT/REPRESENTATIVE: Casey Denis DATE: 04/01/2024

SIGNATURE OF APPLICANT/ REPRESENTATIVE: _____

City of Worcester
Parks, Recreation & Cemetery Dept
50 Skyline Drive
Worcester, MA 01605-2898
(508)799-1190



Worcester Parks Permit

For emergencies please contact Worcester Parks Security at (508) 612-1121 or email parkssecurity@worcesterma.gov

Reservation ID: 01777081

Harolyn Castillo
369 Chandler St #2
Worcester, MA 01602
[REDACTED]
harolyn@verdeeventsma.com

Gave to
Scott &
Security
3/28/24

Use: World of Foods

Elm Park
Reservation Total: 725.00
Amount Due: 600.00
Amount Paid: 125.00

1. 6/1/2024 9:00 AM – 6/1/2024 7:30 PM
Line Description: Food truck event
Group Size: 1
2. 6/2/2024 9:00 AM – 6/2/2024 7:30 PM
Line Description: rain date
Group Size: 1

DISCLAIMERS

Any use of amplified sound system or other noise in any of the City of Worcester Public Parks, Playgrounds, Playing Fields, or Public Property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, Playground, Playing field, or Public Property or building.

City of Worcester – Department of Public Works & Parks – Parks, Recreation & Cemetery Division Rules & Regulations
The DPW & Parks – Parks, Recreation & Cemetery Division of the City of Worcester, by virtue of the authority delegated to it under chapter 45 of the General Laws of Massachusetts and every other power thereto enabling, hereby makes and publishes the following rules and regulations which shall not only be limited to the following and DPW & Parks – Parks, but Recreation & Cemetery Division reserves the right to make additional changes or expansions without notice at any given time.

Within the limit of lands under the management of the City of Worcester – Department of Public Works and Parks, Parks, Recreation & Cemetery Division, it shall be unlawful for any person/organization:

1. No group outing/picnics will be guaranteed in any park, playground, or beach under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division unless a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division has been obtained.
2. Permit request for fields will only be issued between 9:00AM and 3:30 PM, Monday – Friday (Non-Holidays business days). There will be no refunds or credits issued for any reason, no information will be given, nor permit will be issued over the telephone. The City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division has a fee schedule, policies, rules, and regulations governing all parks. The DPW & Parks, Parks, Recreation and Cemetery Division reserves the right to deny permits to those individuals and organizations that have in the past shown disregard for the policies, rules & regulations.
3. Groups of 15 or more are required to obtain a permit
4. All event permit holders have the right to use the vendors/concessionaires of their choice. Daily vendor/concessionaire that have been assigned a park cannot vend unless written permission is given to the Parks office from the event permit holder.
5. To use permit given for something other than for the designated event/vending/sport specified on application.
6. Failure to have all proper permits submitted prior to the event may be fined and may incur additional cost that may occur.



Worcester Parks Permit

7. To destroy, or misuse park property, or to injure or climb trees, lawns, shrubs, plants in any park, playground, beach, or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
8. The use of but not limited to confetti, rice, artificial flowers, paint, etc. are not allowed at any park due to environmental impact, safety of wildlife, and the debris that is left. A fine and cleanup cost may be assigned to those who disregard this rule.
9. To deface, remove or destroy any sign or notice or protective device placed in a park, playground, and or beach.
10. To commit any unlawful act of violence or disturbance toward other people or to disturb the animals, birds, fish etc. or commit any act of nuisance in any park, playground, beach area, recreation area or facility.
11. To obstruct, hinder, or impede the movement/work of employees of the DPW & Parks – Parks, Recreation & Cemetery Division.
12. To fail to comply in any public park (including boundary road thereof) or other public place (including any parkway) under the control of the DPW & Parks – Parks, Recreation & Cemetery Division any reasonable direction given by any police officer or by any DPW & Parks – Parks, Recreation & Cemetery Division employee or contained in any notice posted by the DPW & Parks – Parks, Recreation & Cemetery Division.
13. To throw, deposit or leave any rubbish or litter in any park, playground, or beach area, except in container placed for such purpose. Household trash, hazardous waste, debris, or any other material cannot be thrown/dumped into any park or park container violates the City of Worcester Ordinance, Chapter eight of the Revised Ordinances of 2008, Section 6A.
14. To feed waterfowl & animals is prohibited in any park, playground, or beach. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
15. To play golf or to practice it with putter or other club or stick of any kind upon or within any public park, playground, or beach except in those areas purposely set aside for this activity or in conjunction with any organized city recreation program.
16. To take any animal into any park, playground, or beach in violation of the City of Worcester ordinance.
17. To operate a phonogram, bullhorns, radio, loudspeaker, amplifier, or otherwise create noise at a level that violates the City Noise Ordinance, Part I, Chapter 9, Section 1A, of the Revised Ordinances of 2008 Part One – as Amended Through July 18, 2023 of the City of Worcester. Any phonogram, bullhorn, radio, speaker, loudspeaker, or amplifier in any of the City of Worcester Public Parks, playgrounds, playing fields, or public property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, playground, playing field, public property or building a permit/permits from the City of Worcester will be required.
18. To sell or offer for sale any goods or ware, to do any advertising of any nature, to make a fire unless approved by the DPW & Parks, Parks, Recreation & Cemetery Division. To play a game or chance for money or other item in value or to distribute or advertise Tobacco, alcohol, medication, drugs, or pornographic material.
19. To discharge or have any firearms in any park, playground, or beach, except with a permit for those areas specifically authorized by the DPW & Parks, Parks, Recreation & Cemetery Division.
20. To commit any trespass in any public park, playground, or beach within the city between the hours of 10:00 PM and 5:00 AM, or other set times except with a written permit from the DPW & Park, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across any property under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
21. To drive any Commercial vehicle into any park except on business of the DPW & Parks, Parks, Recreation & Cemetery Division, or to give driving instruction to any person in any type of vehicle in any park or to learn to drive any vehicle in any park, or to drive or propel any automobile, motorcycle, motor bicycle, bicycle, or other motor vehicle (except on regular park roads) or to repair cars in a park, or to park any car on any road except in areas designated for parking or to park any vehicle along any roadway or to park any unauthorized automobile after dark, or to clean/wax any vehicle. Such vehicles will be towed at owner's expense.
22. To drive or propel any motorized vehicle in any park, playground, or beach except on regular roads. To drive any vehicle upon any sidewalk of any boundary road or public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division except in accordance with a written event permit and staff supervision from DPW & Parks, Parks, Recreation & Cemetery Division. Only city vehicles and DPW & Parks, Parks, Recreation & Cemetery vehicles are allowed access inside park.
23. To erect a booth, tent, sleeping tent, sleeping bag, inflatable rides, stall, camper, motor home or other structures or to sleep/camp or lodge in any park, playground, without the written permit of the DPW & Parks, Parks, Recreation & Cemetery Division, or to use a tent unless stake-less and/or without the written permission of the DPW & Parks, Parks, Recreation & Cemetery Division.



Worcester Parks Permit

24. To play any active ball games in any park, playground, or beach except in areas set aside for such games.
25. To place any snow or ice removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
26. To place any leaves or debris removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division.
27. Alcoholic Beverages: To possess, sell or drink any alcoholic beverages as define in Chapter 138 Section 1 of the Massachusetts General Laws while on, in, or upon any park, playground, or beach or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division. Except on Worcester Common as approved by the Worcester Parks & Recreation Commission and with a special liquor permit in addition to the DPW & Parks, Parks, Recreation & Cemetery Division permit.
28. It is unlawful and not allowed, to smoke in any public, park, playground, or beach as per the City of Worcester Ordinance.
29. To use or possess illegal drugs while in or upon any park, playground or beach, or any other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
30. To roller blade, roller skate, skateboard, or ride a bike in any designated park area unless specially identified for this purpose.
31. To boat/float on a flotation device, motorized watercraft, or winter snow/ice vehicles (snowmobiles, etc.) are not allowed on or in any body of water (ice or snow covered) within a public park unless specifically authorized by a written permit issued by the City of Worcester, DPW & Parks, Parks, Recreation & Cemetery Division. No boats, flotation devices except US Coast Guard approved life jackets. No motorized watercrafts shall be launched within 150' of any public beach.
32. To ice skate on any body of water within a public park except those water bodies designated for such use. Those designated for such use are Elm Park (3 meres) and University Park Pond. At all sites the ice must be declare safe by the DPW & Parks, Parks, Recreation & Cemetery Division.
33. The DPW & Parks, Parks, Recreation & Cemetery Division shall first approve any field, facility, or structure improvements, desired to be made by any organizations permitted to use a public park.
34. In the event of inclement weather conditions on a given date, DPW & Parks, Parks, Recreation & Cemetery Division may rescind a permit and restrict the use of any field or park at their determination such use will have a negative long-term effect on the facility.
35. Drones (UAS) and other aircraft: Drones, other unmanned aerial vehicles including remote control aircraft, and aircraft in general cannot be flown in the City of Worcester Public Parks or open spaces; unless under special permission from the City of Worcester, Commission of the Department of Public Works & Parks, or his designee, and with an issued approved parks permit. Please refer to the Federal Aviation Administration (FAA) Rules & Regulations.
36. All vending/concessions must abide by the vending/ concession rules, the City of Worcester Ordinance and the Parks, Recreation, & Cemetery Division Rules and Regulations. Failure to follow all ordinances, rules and regulations may result in fines and could have vending/concession permit revoked.
37. All vending/concessions must have been approved by the standard city process and have an official vending/concession permit.
38. Any sport league or organization hosting, managing, or operating a sports tournament, must submit a Sports Tournament Permit Application for this particular event.
39. Itinerant musicians, street performers, buskers are not allowed without a permit from the Parks & Recreation Commission as identified in the City of Worcester Ordinance Chapter 12, Section 26 (h)(6) of the Revised Ordinances of 2008 -Part One- as Amended Through July 18, 2023 of the City of Worcester. No person shall act or perform as an itinerant musician on any public street or private way shown in the official map of the city, or in any public park, playground, or the Worcester Common. Without submitting a permit request and the written permission of the Parks & Recreation Commission.
40. All Parks & Recreation Commission agenda items must be submitted a minimum of 3 (three) business days before each meeting to the parks@worcesterma.gov email.
41. Additional policy for the use of the Common: To commit any trespass between the hours of 10:00 PM and 5:00 AM, except with a written permit from the DPW& Parks, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across the Common during these hours; Common may be used only as a walk through. No active leisure activities are permitted on the Common, including but not limited to bicycle riding, skateboarding, roller blading, roller skating, Frisbee,



Worcester Parks Permit

unless a written parks permit is obtained through the DPW & Parks, Parks, Recreation & Cemetery Division.

42. Closing Hours: Parks shall be closed to the public between the hours of 10:00 PM and 5:00 AM or as posted except if authorized in a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division.

43. Waiver right: The DPW & Parks, Parks, Recreation & Cemetery Division reserves the right to waive and/or limit these rules at any time if in the best interest of the City of Worcester.

Any person violating any of the above rules shall for each offense be punished by a fine not more than \$200.00 plus any additional cost to the City of Worcester

The above Rules and regulations have been approved by the Parks & Recreation Commission



2024 PERMIT APPLICATION FOR EVENT IN A PARK

Name of Requested Facility: Elm Park Today's Date: 01/16/2024
 Name of Your Organization: World of Foods Worcester Website: worldoffoodsworcester.com
 Name of Applicant: Harolyn Castillo Email: harolyn@verdeeventsma.com
 Residential Address of Applicant: 369 Chandler St City: Worcester State: MA Zip: 01602
 Primary Phone #: [REDACTED] Alternate Phone #: _____
 Event Date: 06/01/2024 Rain Date: 06/02/2024 Event Start Time: 11AM Event End Time: 6:00pm

Set up Date & time: 9am Breakdown Date & Time: 6:00pm to 730pm
 Staffing will be determined by the needs of each organization; it will vary by event, and it will be determined by Parks Administration.

Please allow up to 30 days for permit to be processed

Describe event in detail: Food Vendors, Crafts Vendors, Food Trucks, Raffles

DAY OF EVENT CONTACT PERSON (IF DIFFERENT FROM ABOVE APPLICANT)

Contact Name: N/A Email: _____
 Cell Phone#: _____

Are you advertising/promoting this event? Yes No How are you advertising/promoting? Social Media, Radio Shows

Have you ever had a similar permit? Yes No Estimated amount of people to attend: 500

Will you be charging admissions or selling any items at this event? (You may need a Hawker & Peddlers license) Yes No

Are you a non-profit organization with a 501C3? Yes No (Please provide copy of certificate) ID# _____

Liability Insurance Policy Number _____ (Please supply a copy of the binder/COI)

Permit Guidelines

1. **Permits:** All permit applications must be filled out completely and must have a down payment of \$125.00 to hold date. Groups of 15 or more are required to obtain a permit.
2. **Outstanding balances:** Any permit holder with an outstanding balance must pay off in full before putting a deposit down for new permit. Down payments are non-refundable
3. **Events:** All events charging admission will need to submit a full proposal to the Parks & Recreation Commission a minimum of 3 months prior to the event date. The proposal is to include all event details, and meet requirements as set forth by the Parks & Recreation Commission. A Special Events application may need to be completed and submitted to the Special Events Committee. All new events, as well as large scale events, will need to submit a proposal 3 months in advance and go in front of the Parks & Recreation Commission for the first 3 years of the events occurrence.
4. **Confetti:** Confetti/rice/artificial flower pedals are not allowed at any park due to environment impact, safety of wildlife, and the debris that is left. A fine may be assigned to those who disregard this rule.
5. **Staff needs and fees:** The City of Worcester DPW & Parks, Parks & Recreation Division requires staff at all event/permits for the duration of the event including event set up and breakdown times, this and other requirements will be determined on a case-by-case basis. Staff fees will apply at \$60 per hour with a minimum of 4 hours, per staff assigned. A non-refundable down payment of \$125.00 will be required at the time the application is submitted to reserve the date. Fees will vary based on event types, needs for additional staff, electricity, hours, trash pickup fee, and magnitude of event. Final payment will be due at least one (1) month prior to the event day. Payments made less than one month prior will have to submit a certified payment such as a bank check or a money order. Collective bargaining agreement requires us to give all staff assigned an 8 hr. shift a 30-minute lunch and (2) 15-minute breaks.
6. **Refunds:** Refunds will NOT be given unless is not cancelled in writing within the required timeframe. Down payments are non-refundable. A 48-hour written cancellation notice is required to avoid additional fees; emails will be accepted as a written form of notification. Weekend cancellation notices must be received by 10:00am on the Friday prior to your event and must be confirmed and approved by DPW & Parks – Parks & Recreation Division staff. Confirmation/approval is deemed confirmed when the event representative receives a written confirmation/email from the Parks Administration. A full fee will be charged to those who do not cancel on time. Rain dates are available at the time of request, not after and will only be honored if cancelled and rescheduled in a timely manner according to this policy. An email sent to parks@worcesterma.gov will also be accepted as a written cancellation with a follow up call to 508-799-1190.
7. **Special Events:** Some organizations will be required to contact the Special Events Committee based on the location and the scale of the event. Please call 508-799-1400. It is your responsibility to obtain all necessary permits from other City divisions as applicable to your event and submit copies to Parks Administration along with your completed application. A Parks Permit will not be issued until all necessary permits are obtained (e.g., Tent Permit, Food Permits, Sound Permits, Entertainment License, etc.). If an admission fee is being charged, you may need a permit from License Commission.
8. **Liability Insurance:** The City of Worcester DPW & Park, Parks & Recreation Division requires that the undersigned submit proof of liability insurance with a minimum of \$1 Million in Commercial General Liability and a policy endorsement which indemnifies and holds harmless the City of Worcester. Some events may require a higher Limit of Insurance. The City of Worcester is not responsible for any accidents or damages to people or property resulting from the issuance of this permit.
9. **Alcohol:** Alcoholic Beverages are not allowed in City parks (See Item 27 on the rules and regulations). No person shall drink any alcoholic beverage as defined in Chapter 138, Section 1, or the Massachusetts General Laws while on, in, or upon any facility under the jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division, (Exception: Worcester Common).
10. **Smoking:** Smoking of any sort at any of the City of Worcester Parks and Open Spaces, as per city ordinance, is not allowed.
11. **Facility Clean-up:** Cleanup of park at completion of event is required. All trash must be removed within the time started on the breakdown date and time section of the permit. The City of Worcester DPW & Parks are not responsible for anything left in the park and all items will be disposed of. The park must be left clean, clear of portable toilets, dumpsters, fencing or

any material used for a specific event. Park must be left readily available for other park users. The City of Worcester DPW & Parks reserves the right to charge permit applicant for any cost of trash cleanup and removal from the site.

12. **Parking:** Vehicles are prohibited from parking or traveling in any grass areas or any sidewalks or on the Worcester Common. You will be required to submit an alternative parking plan for those facilities that do not have parking lots. Illegal parking, such as but not limited to, parking on sidewalks or grass areas will not be allowed, Parks Security will enforce. Event holder is responsible to notify and inform event participants/spectator of legal parking options.
13. **Water:** October 1st of each year, all seasonal water services will be shut down. This includes all seasonal restrooms, concessions, and irrigations.
14. **Drones:** No Drones, radio control vehicles/devices (Land, Air or Water) without a permit issued by the Parks Administration.
15. **Administration:** The City of Worcester DPW & Parks, Parks & Recreation Division reserves the right to minimize, reschedule or cancel use of facility based on renovations, maintenance, weather conditions or emergency situations.
16. **Transferring of permits:** There shall be **NO** transferring of permits from one permittee to another.
17. **Beaches/Water bodies:** Events held at beach facilities or public waterways may require compliance with "Christian's Law". Personal flotation devices/US Coast Guard certified Life Jackets for beach facilities. The permittee shall be responsible for meeting and exceeding all requirements of "Christian's Law" which includes the following:
 - a. Provide a properly sized and snug fitting type I, II, or III PFD to all minor children determined to be either a non-swimmer or an at-risk swimmer.
 - b. Ensure that all minors are swim tested at the first swimming session.
 - c. Allow parents or legal guardians to provide their own fitting personal flotation device (PFD) to their child if they choose.

*A Copy of this State law is available on the City of Worcester website and at the Parks Office. *

18. **Set-up map:** Please submit a set up map showing location of tents, tables, chairs, grill etc. You may use a Google maps aerial view of the location, or you may hand draw your own set up map.
19. **Review Policy:** All permits will be reviewed by Parks Division for opportunities & challenges after completion of event, to enhance and make all events better. We look forward to enhancing and helping all events become better.
20. **Responsibility:** All permit holders are responsible for the park/site through the duration of their event. If policy holder doesn't abide by or follow the parks rules and regulations, then they will need to go in front of the Parks Commission.
21. DPW & Parks, Parks, Recreation & Cemetery Division reserves the right to revise the rules, regulations, policies and procedures at any time and to rule on a situation not specifically covered in this application or other City documents

Below is a list of phone numbers for your assistance in the permit process:

Special Events Committee: 455 Main Street	508-799-1400
License Commission – Flea Markets/selling of items/serving alcohol – 455 Main Street.....	508-799-1400
Parks Security.....	508-612-1121

PARKS & RECREATION

EVENT FEES & CHARGES POLICY 2024

EVENT PERMITS:

1. Individuals or groups (This permit is for a location, in a specific park at a set time as approved based on submitted application.)
2. Application fee \$250.00/UPTO FOUR (4) HOURS/PARK.
3. A 50% discount will be given to City of Worcester Residents and nonprofit organization off their application fee, once verification is submitted (Discount does not apply to staff cost, For-profit organizations, or Non-Residents).
4. Trash removal/disposal fee will start at \$400.00 and will increase based on the size of the event. This fee does not include facility clean up. A minimum of \$240.00 will be charged for trash picked up throughout the facility depending on event size. Additional fees will apply if trash is left and not taken if you specified on the permit you were removing your own trash. **There will be NO discounts given for this fee**
5. Electrical fee \$30.00 per hour of electric use, if the electrician is needed the fee will be an additional \$60.00 per hour minimum of 4 hours. **There will be NO discounts given for this fee**
6. Staff fees will apply to events as deemed necessary by the DPW & Parks, Parks, Recreation & Cemetery Division at a rate of \$60.00 per hour, minimum of 4 hours per, per staff assigned. **There will be NO discounts given for this fee.**

SPECIAL EVENTS/FUNCTIONS: Organizations/groups/individuals requesting a permit for events will be charged fees as determined on an individual basis (Staff, utilities or needs as required by Department) based on Departmental and Parks & Recreation Commission requirements.

PORTABLE STAGE FEE: The fee for delivery, setup, breakdown, and pickup of the portable stage within the City of Worcester is \$960.00. **There will be NO discounts given for this fee**

ADMINISTRATIVE CHARGE: An Administrative fee of \$125.00 will be charged for any changes made to a permit that has been finalized.

REFUND POLICY: City of Worcester Department of Public Works & Park, Parks, Recreation & Cemetery Division will not refund any permits due to weather conditions. All will be determined on an individual basis. The City of Worcester will work with event organizers to set rain dates at the time the application is submitted.

FEE STRUCTURE: \$125.00 Non-refundable down payment will be required at the time of request. Fees will be applied to each individual event as per each individual's/organization's needs. Filing false information to the City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division could result in loss of permit, the organization, individual/group will be required to attend a Parks & Recreation Commission meeting to justify the alleged filing and would consequently need approval from the Parks & Recreation Commission for future requests. A 2% Late fee will be assessed to all individual/organizations each month if the invoice is not paid within 45 days of the invoice date.

A map of your event layout must be submitted with application*

Please draw your event set up in the box below or submit on a separate paper

Parks Division

This section must be completed by permit requester and the Parks Division ONLY

Yes No If the event is located at the Common: Are you requesting to serve alcohol?
(Approval from the Parks & Recreation Commission will be required as well as an approval from the License Commission)

Yes No Will you be cleaning and removing your trash? (Submit plan in writing, dumpsters will not be allowed overnight.)

Yes No Will you be requesting the Parks Division to remove and dispose of your trash? (A fee will apply for removal/disposal of trash, this fee may increase based on the amount of trash and size of event. This fee doesn't include facility clean up. It is only for removing trash from one location and disposing of it. Permit holder will be charged an additional fees if we have to remove the trash if no is checked off). There will be **NO** discounts given for this fee

Yes No Will you be utilizing the restrooms at this facility? (If available, some locations do NOT have restrooms.)
*Bathrooms for the Common permits will need to have page 6 filled out

Yes No Will you be requesting the use of our electricity?
(Not all locations have access to electricity. There is a cost to use the electricity. If our electrician is required for electrical hook up, it will be an additional amount, min. of 4 hours per day) If electricity is available, all special events that need more than the one (1) standard plug, will need to have our electrician onsite for duration of entire event. There will be **NO** discounts given for this fee

*If using a multi-media/sound company, please provide name & phone number: _____

*Any equipment or safety equipment must be supplied by the event organizer and or the company used for planning event (electric cords, electrical jackets, cones, etc.)

Yes No Will you be using tables and chairs? The city does not supply tables or chairs, please show location on set up map.

Yes No Will there be any inflatable games/bouncy houses?
(All devices must be stake-less, and approval will be based on current public health guidance. Company: _____)

Yes No Will you be using any banners? (Cost of banner install is determined by equipment/ staff needed)

Yes No Are you requesting the use of our portable metal stage?
(The size is 24' x 24', it can also be used open halfway with a back. This stage is not accessible.). There will be **NO** discounts given for this fee.

How many vehicles are you planning on parking? Park on the st (Will need a parking plan for the event)

Yes No Do you need a vehicle to load/unload for this event (there is a 10-minute unload/load time fame)?

How many vehicles _____

Reason for vehicle: _____

Notes from Parks Division:

Name of Parks Employee (Please Print): Melissa Richford

Official Parks Employee Signature: Melissa Richford Date: _____

Police Department

This section must be completed by the Police Department ONLY

Anyone requesting a Park Permit will need to notify the Police Department Off-Duty Office and have them complete and sign below in reference to Police Supervision and/or Sound Permits. The Police will determine the need for Police Supervision, if any, and the number of officers required. There is no exception to this requirement. Police Department – Off Duty Police and Sound Permits – 9-11 Lincoln Square - 508-799-8686

wpdpaydetailofficeemaillist@worcesterma.gov

Yes No Are you having amplified sound (Microphones, speakers, blowhorns, radios, sound system)?

Yes No Will this event require Police Supervision? If Yes, number of Officers: 2

Yes No Does the event require a Sound Permit?

Yes No Has a Sound Permit been obtained? (A copy of the permit must be attached)

Notes from Police Department:

Name of Police Officer (Please Print): Daniel Lopez

Official Police Officer Signature: [Signature] Date: 1-16-24

EMS

This section must be completed by the EMS ONLY

Anyone requesting a Park Permit will need to notify the Police Department Off-Duty Office and have them complete and sign below in reference to Police Supervision and/or Sound Permits. The Police will determine the need for Police Supervision, if any, and the number of officers required. There is no exception to this requirement. EMS 508-421-5728

Yes No Will you have EMS services available? (This is not mandatory, but maybe recommended)

Notes from EMS:

Name of EMS (Please Print): _____

Official EMS Signature: _____ Date: _____

Inspectional Services-Food Division

This section must be completed by permit requester and Inspectional Services Food Division ONLY

Anyone requesting a Park Permit will need complete this and then go to Inspectional Services-Food Division and have them sign below in reference to food. The Inspectional Services-Food Division will determine the need for any permits. The Parks Division will need copies of all permits given by Inspectional Services-Food Division. There is no exception to this requirement. Inspectional Services 25 Meade Street 508-799-8539

Yes No Will you be serving food?

Copy of the food permit will be required by Parks. Oil will not be allowed to be disposed of in sewer drains, a disposal plan must be submitted with the application.

Yes No Will you be having food trucks?

*All food trucks must have the proper permits

Notes from Inspectional Services:

Name of Inspectional Services Food Employee: _____

Official of Inspectional Services Food Signature: _____ Date: _____

Inspectional Services-Housing Division

This section must be completed by permit requester and Inspectional Services- Housing Division ONLY

Anyone requesting a Park Permit will need to notify Inspectional Services- Housing Division and have them complete and sign below in reference to portable restrooms. The Inspectional Services will determine the need for any permits. The Parks Division will need copies of all permits given by Inspectional Services. There is no exception to this requirement. Inspectional Services 25 Meade Street 508-799-8539

Yes No Will you be renting portable restrooms? (Events with estimated 100-300 attendees need to have a minimum of one (1) ADA portable)

* Please provide information on company: _____.

* All events with portable restroom must have a minimum of 1 accessible unit in each cluster

* Each accessible unit must be placed with entrance facing an accessible surface/walkway.

* Must get permit from Inspectional Service- Housing Division

Notes from Inspectional Services:

Name of Inspectional Services Housing Employee (Please Print): _____

Official Inspectional Services Housing Employee Signature: _____ Date: _____

Inspectional Services-Building Division

This section must be completed by permit requester and Inspectional Services-Buildings Division ONLY

Anyone requesting a Park Permit will need complete this and then go to Inspectional Services – Buildings and have them sign below in reference to generators and tents. The Inspectional Services-Buildings Division will determine the need for any permits. The Parks Division will need copies of all permits given by Inspectional Services. There is no exception to this requirement. Inspectional Services 25 Meade Street 508-799-1198

Yes No Will you be using Tents? (All tents must be stake-less.)

A permit may be required from Inspectional Services for tents that are larger than 20' x20', Size of Tents: 10x10 Number of Tents: 20 Tent Company Name: Ilustre Party Rental

Inspectional services will reach out to the Parks Office if letter is needed for the bigger tents

Notes from Inspectional Services:

Name of Inspectional Services Building Employee (Please Print): _____

Official Inspectional Services Building Employee Signature: _____ Date: _____

Fire Prevention Department

This section must be completed by permit requester and Fire Prevention

Anyone requesting a Park Permit will need to notify the Fire Prevention Department and have them complete and sign below in reference to grills and generators. The Inspectional Services will determine the need for any permits. The Parks Division will need copies of all permits given by Inspectional Services. There is no exception to this requirement. Fire prevention 25 Meade Street 508-799-1822

Yes No Will you be using Grills? What size Grill? _____ How many grills? _____

(A permit from the Fire Department may be required if using propane grills. If using a charcoal grill, it is your responsibility to remove all charcoal and its debris from the park.)

*For any grill you must have a 20 BC fire extinguisher on site.

* The Worcester Fire Department may limit the quantity of LP-Gas that may be stored under a permit, such as during special events, where unusual conditions exist. Additional requirements may be included that are within the intent and purpose of 527 CMR Table 1.12.8.50 and 527 CMR 69.

Yes No Will you be using a generator?

*Will need a permit from Fire Prevention (no matter the size of the generator)

*Application to keep, store, manufacture, and/or handle flammable and/or combustible liquids, per Massachusetts Comprehensive Fire Safety Code, 527 CMR 1.00: Ch.66 (Flammable & Combustible Liquids), section 66.1.5. The scope of 527 CMR 1.00 includes, but is not limited to, the following in accordance with M.G.L. c. 22D and M.G.L. c. 148 and as prescribed by M.G.L. c. 143 § 96.

*Fire Prevention follows NFPA 96 Section 17.5.2.1 for generators at events

Notes from Fire Department:

Name of Fire Prevention Employee (Please Print): _____

Official Fire Prevention Employee Signature: _____ Date: _____

Public Facilities

This section must be completed by permit requester and the Public Facilities ONLY

This section pertains to any permits for the front of City Hall, the Plaza, and the Garage

Yes No Will you be cleaning and removing your trash? (Submit plan in writing, dumpsters will not be allowed overnight.)

Yes No Will you be utilizing the restrooms inside the facility? (There is a cleaning fee of _____ per event)

Yes No Will you be renting portable restrooms?

* Please provide information on company: _____.

* All events with portable restroom must have a minimum of 1 accessible unit in each cluster

* Each accessible unit must be placed with entrance facing an accessible surface/walkway.

Yes No Will you be requesting the use of our electricity?

(Not all locations have access to electricity. Cost is \$30 per hour. If our electrician is required for electrical hook up, it will cost an additional \$60 per hour, min. of 4 hours per day at) All special events will need to have our electrician onsite for duration of whole event.

*If using a multi-media/sound company, please provide name & phone number: _____

*Any equipment or safety equipment must be supplied by the event organizer and or the company used for planning event (electric cords, electrical jackets, cones, etc.)

Notes from Public Facilities:

Name of Public Facilities Employee (Please Print): _____

Official Public Facilities Employee Signature: _____ Date: _____

City of Worcester – Department of Public Works & Parks – Parks, Recreation & Cemetery Division Rules & Regulations

The DPW & Parks – Parks, Recreation & Cemetery Division of the City of Worcester, by virtue of the authority delegated to it under chapter 45 of the General Laws of Massachusetts and every other power thereto enabling, hereby makes and publishes the following rules and regulations which shall not only be limited to the following and DPW & Parks – Parks, but Recreation & Cemetery Division reserves the right to make additional changes or expansions without notice at any given time.

Within the limit of lands under the management of the City of Worcester – Department of Public Works and Parks, Parks, Recreation & Cemetery Division, it shall be unlawful for any person/organization:

1. No group outing/picnics will be guaranteed in any park, playground, or beach under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division unless a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division has been obtained.
2. Permit request for fields will only be issued between 9:00AM and 3:30 PM, Monday – Friday (Non Holidays business days). There will be no refunds or credits issued for any reason, no information will be given, nor permit will be issued over the telephone. The City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division has a fee schedule, policies, rules, and regulations governing all parks. The DPW & Parks, Parks, Recreation and Cemetery Division reserves the right to deny permits to those individuals and organizations that have in the past shown disregard for the policies, rules & regulations.
3. Groups of 15 or more are required to obtain a permit
4. All event permit holders have the right to use the vendors/concessionaires of their choice. Daily vendor/concessionaire that have been assigned a park cannot vend unless written permission is given to the Parks office from the event permit holder.
5. To use permit given for something other than for the designated event/vending/sport specified on application.
6. Failure to have all proper permits submitted prior to the event may be fined and may incur additional cost that may occur.
7. To destroy, or misuse park property, or to injure or climb trees, lawns, shrubs, plants in any park, playground, beach, or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
8. The use of but not limited to confetti, rice, artificial flowers, paint, etc. are not allowed at any park due to environmental impact, safety of wildlife, and the debris that is left. A fine and cleanup cost may be assigned to those who disregard this rule.
9. To deface, remove or destroy any sign or notice or protective device placed in a park, playground, and or beach.
10. To commit any unlawful act of violence or disturbance toward other people or to disturb the animals, birds, fish etc. or commit any act of nuisance in any park, playground, beach area, recreation area or facility.
11. To obstruct, hinder, or impede the movement/work of employees of the DPW & Parks – Parks, Recreation & Cemetery Division.
12. To fail to comply in any public park (including boundary road thereof) or other public place (including any parkway) under the control of the DPW & Parks – Parks, Recreation & Cemetery Division any reasonable direction given by any police officer or by any DPW & Parks – Parks, Recreation & Cemetery Division employee or contained in any notice posted by the DPW & Parks – Parks, Recreation & Cemetery Division.
13. To throw, deposit or leave any rubbish or litter in any park, playground, or beach area, except in container placed for such purpose. Household trash, hazardous waste, debris, or any other material cannot be thrown/dumped into any park or park container violates the City of Worcester Ordinance, Chapter eight of the Revised Ordinances of 2008, Section 6A.
14. To feed waterfowl & animals is prohibited in any park, playground, or beach. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
15. To play golf or to practice it with putter or other club or stick of any kind upon or within any public park, playground, or beach except in those areas purposely set aside for this activity or in conjunction with any organized city recreation program.
16. To take any animal into any park, playground, or beach in violation of the City of Worcester ordinance.
17. To operate a phonogram, bullhorns, radio, loudspeaker, amplifier, or otherwise create noise at a level that violates the City Noise Ordinance, Part I, Chapter 9, Section 1A, of the Revised Ordinances of 2008 Part One – as Amended Through July 18, 2023 of the City of Worcester. Any phonogram, bullhorn, radio, speaker, loudspeaker, or amplifier in any of the City of Worcester Public Parks, playgrounds, playing fields, or public property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, playground, playing field, public property or building a permit/permits from the City of Worcester will be required.
18. To sell or offer for sale any goods or ware, to do any advertising of any nature, to make a fire unless approved by the DPW & Parks, Parks, Recreation & Cemetery Division. To play a game or chance for money or other item in value or to distribute or advertise Tobacco, alcohol, medication, drugs, or pornographic material.
19. To discharge or have any firearms in any park, playground, or beach, except with a permit for those areas specifically authorized by the DPW & Parks, Parks, Recreation & Cemetery Division.
20. To commit any trespass in any public park, playground, or beach within the city between the hours of 10:00 PM and 5:00 AM, or other set times except with a written permit from the DPW & Park, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across any property under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
21. To drive any Commercial vehicle into any park except on business of the DPW & Parks, Parks, Recreation & Cemetery Division, or to give driving instruction to any person in any type of vehicle in any park or to learn to drive any vehicle in any park, or to drive or propel any automobile, motorcycle, motor bicycle, bicycle, or other motor vehicle (except on regular park roads) or to repair cars in a park, or to park any car on any road except in areas designated for parking or to park any vehicle along any roadway or to park any unauthorized automobile after dark, or to clean/wax any vehicle. Such vehicles will be towed at owner's expense.
22. To drive or propel any motorized vehicle in any park, playground, or beach except on regular roads. To drive any vehicle upon any sidewalk of any boundary road or public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division except in accordance with a written event permit and staff supervision from DPW & Parks, Parks, Recreation & Cemetery Division. Only city vehicles and DPW & Parks, Parks, Recreation & Cemetery vehicles are allowed access inside park.

23. To erect a booth, tent, sleeping tent, sleeping bag, inflatable rides, stall, camper, motor home or other structures or to sleep/camp or lodge in any park, playground, without the written permit of the DPW & Parks, Parks, Recreation & Cemetery Division, or to use a tent unless stake-less and/or without the written permission of the DPW & Parks, Parks, Recreation & Cemetery Division.
24. To play any active ball games in any park, playground, or beach except in areas set aside for such games.
25. To place any snow or ice removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division. Chapter fifteen- Fines and Penalties of the City of Worcester Ordinance.
26. To place any leaves or debris removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks, Parks, Recreation & Cemetery Division.
27. **Alcoholic Beverages:** To possess, sell or drink any alcoholic beverages as define in Chapter 138 Section 1 of the Massachusetts General Laws while on, in, or upon any park, playground, or beach or other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division. Except on Worcester Common as approved by the Worcester Parks & Recreation Commission and with a special liquor permit in addition to the DPW & Parks, Parks, Recreation & Cemetery Division permit.
28. It is unlawful and not allowed, to smoke in any public, park, playground, or beach as per the City of Worcester Ordinance.
29. To use or possess illegal drugs while in or upon any park, playground or beach, or any other areas under the jurisdiction of the DPW & Parks, Parks, Recreation & Cemetery Division.
30. To roller blade, roller skate, skateboard, or ride a bike in any designated park area unless specially identified for this purpose.
31. To boat/float on a flotation device, motorized watercraft, or winter snow/ice vehicles (snowmobiles, etc.) are not allowed on or in any body of water (ice or snow covered) within a public park unless specifically authorized by a written permit issued by the City of Worcester, DPW & Parks, Parks, Recreation & Cemetery Division. No boats, flotation devices except US Coast Guard approved life jackets. No motorized watercrafts shall be launched within 150' of any public beach.
32. To ice skate on any body of water within a public park except those water bodies designated for such use. Those designated for such use are Elm Park (3 meres) and University Park Pond. At all sites the ice must be declare safe by the DPW & Parks, Parks, Recreation & Cemetery Division.
33. The DPW & Parks, Parks, Recreation & Cemetery Division shall first approve any field, facility, or structure improvements, desired to be made by any organizations permitted to use a public park.
34. In the event of inclement weather conditions on a given date, DPW & Parks, Parks, Recreation & Cemetery Division may rescind a permit and restrict the use of any field or park at their determination such use will have a negative long-term effect on the facility.
35. Drones (UAS) and other aircraft: Drones, other unmanned aerial vehicles including remote control aircraft, and aircraft in general cannot be flown in the City of Worcester Public Parks or open spaces; unless under special permission from the City of Worcester, Commission of the Department of Public Works & Parks, or his designee, and with an issued approved parks permit. Please refer to the Federal Aviation Administration (FAA) Rules & Regulations.
36. All vending/concessions must abide by the vending/ concession rules, the City of Worcester Ordinance and the Parks, Recreation, & Cemetery Division Rules and Regulations. Failure to follow all ordinances, rules and regulations may result in fines and could have vending/concession permit revoked.
37. All vending/concessions must have been approved by the standard city process and have an official vending/concession permit.
38. Any sport league or organization hosting, managing, or operating a sports tournament, must submit a Sports Tournament Permit Application for this particular event.
39. Itinerant musicians, street performers, buskers are not allowed without a permit from the Parks & Recreation Commission as identified in the City of Worcester Ordinance Chapter 12, Section 26 (h)(6) of the Revised Ordinances of 2008 -Part One- as Amended Through July 18, 2023 of the City of Worcester. No person shall act or perform as an itinerant musician on any public street or private way shown in the official map of the city, or in any public park, playground, or the Worcester Common. Without submitting a permit request and the written permission of the Parks & Recreation Commission.
40. All Parks & Recreation Commission agenda items must be submitted a minimum of 3 (three) business days before each meeting to the parks@worcesterma.gov email.
41. **Additional policy for the use of the Common:** To commit any trespass between the hours of 10:00 PM and 5:00 AM, except with a written permit from the DPW& Parks, Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across the Common during these hours; Common may be used only as a walk through. No active leisure activities are permitted on the Common, including but not limited to bicycle riding, skateboarding, roller blading, roller skating, Frisbee, unless a written parks permit is obtained through the DPW & Parks, Parks, Recreation & Cemetery Division.
42. **Closing Hours:** Parks shall be closed to the public between the hours of 10:00 PM and 5:00 AM or as posted except if authorized in a written permit from the DPW & Parks, Parks, Recreation & Cemetery Division.
43. **Waiver right:** The DPW & Parks, Parks, Recreation & Cemetery Division reserves the right to waive and/or limit these rules at any time if in the best interest of the City of Worcester.

Any person violating any of the above rules shall for each offense be punished by a fine not more than \$200.00 plus any additional cost to the City of Worcester

The above Rules and regulations have been approved by the Parks & Recreation Commission

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Human Rights Policy. It is the policy of the City to assure that every individual shall have equal access to and benefit from all public services, accommodations, and employment opportunities to protect every individual in the enjoyment and exercise of civil rights and to encourage and bring about mutual understanding and respect among all individuals of the city. It is clear that behavior which denies equal treatment to any of our citizens as a result of their race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, disability, or source of income undermines civil order and deprives persons of the benefits of a free and open society. Nothing in this section shall be constructed as supporting or advocating any particular religious view or lifestyle. To the contrary, it is the intention of this section that all persons be treated fairly and equally, and it is the expressed intent of this ordinance to bring about the elimination of prejudice, intolerance, bigotry, discrimination, and the disorder occasioned thereby.

The undersigned guarantees that the rules and regulations of the DPW & Parks - Parks, Recreation & Cemetery Division will be strictly observed.

The undersigned agrees to indemnify and hold harmless the City of Worcester, DPW & Parks, Parks, Recreation and Cemetery Division from and against any and all claims, suits or any person or property arising out of the above named facilities by any participant, spectator or other person affiliated with the undersigned becomes aware of an unsafe condition at or on the facilities, and continues to perform at or on the Facilities, without first notifying the DPW & Parks, Parks, Recreation & Cemetery Division of the unsafe condition and giving a reasonable time to correct said unsafe condition.

- THE UNDERSIGNED SHALL SUBMIT PROOF OF INSURANCE, WITH THE SIGNING OF THIS PERMIT OR FILING OF THIS APPLICATION, WITH THE CITY OF WORCESTER AS AN ADDITIONAL INSURED.
- CLEAN UP WILL BE THE RESPONSIBILITY OF THE GROUP USING SAID FACILITIES, INCLUDING REFUSE FROM SPECTATORS AND PARTICIPANTS. ALL REFUSE SHALL BE BAGGED AND REMOVED FROM SITE.
- NO CHANGE OF ENTERTAINMENT WITHOUT PRIOR APPROVAL WILL BE PERMITTED.

I understand the information above and have received all the Rules and Regulations and take responsibility for ensuring the organizations compliance with these rules and terms. If I leave this organization, I will inform my predecessor of this information. I am, through my signature able to bond the organization stated in this application to the rules and regulations of the DPW & Parks - Parks, Recreation & Cemetery Division.

PENALTIES: Any person violating any of the above rules shall for each offence be punished by a fine not more than \$200.00 (General Laws Chapter 45, Sect. 24, Amended May 20, 1977). Violators also risk permanent revocation of current and future DPW & Parks - Parks, Recreation & Cemetery Division facility permits.

I agree to abide by all the Parks rules and regulations, all City Ordinances, policies and procures.

Signature of Applicant/ Representative: Harolyn Castillo Date: 1-16-24

PRINT NAME OF APPLICANT/REPRESENTATIVE: Harolyn Castillo DATE: 01/16/2024

SIGNATURE OF APPLICANT/ REPRESENTATIVE: Harolyn Castillo



DEPARTMENT OF POLICE
CITY OF WORCESTER
MASSACHUSETTS 01608 -1172
508-799-8600



STEVEN M. SARGENT
Chief of Police

SOUND PERMIT

DATE: January 11, 2024

Permission is granted to: VERDE EVENTS, LLC HAROLYN CASTILLO

369 CHANDLER STREET, WORC MA [REDACTED]

For the purpose of: WORLD OF FOODS – FOOD VENDORS & TRUCKS / CRAFTS

To use a sound truck, sound equipment on the streets of Worcester on ELM PARK
JUNE 1, 2024
FROM 9 – 7PM

The sound is to be kept at a reasonable volume, not to disturb people in their homes or at their places of business. NOT to be used before 7:00 A.M. or after 9:00 P.M.

Permit is subject to inspection by Police. Permit is void if restrictions are violated.

Note: The City of Worcester Noise Ordinance (Ch. 9 Sec. 1a) states in part "that no person shall increase the amplification level of the sound generated by such activities to the point where it is consistently and plainly audible in a public place at a distance of more than 50 feet from the perimeter of the property containing such activity."

A violation of the City of Worcester Noise Ordinance may result in the issuance of a \$50 (fifty) non-criminal disposition.

Signed Copy on file per WPD
Deputy Chief of Police



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER AAA Northeast Insurance Agency, Inc. 110 Royal Little Dr. Providence, RI 02904	CONTACT NAME: PHONE (A/C, No, Ext): (800) 222-4242	FAX (A/C, No): (401) 888-2083	
	E-MAIL ADDRESS:		
INSURED Verde Events 369 Chandler St Worcester, MA 01602	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Hartford Ins Co.		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	02SBMBB2DMG	10/27/2023	10/27/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
A	Prof. Liability			02SBMBB2DMG	10/27/2023	10/27/2024	ded 1000 \$ 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
World of Foods Worcester/Elm Park is listed as Additional Insured.
Location: Elm Park, 121 Russell St, Worcester, MA 01609

CERTIFICATE HOLDER World of Foods Worcester Elm Park 121 Russell St Worcester, MA 01609	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Eric D. Batista
City Manager



CITY OF WORCESTER

May 7, 2024

Attachment for Item # 10.39 A

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

In continuation of our collective efforts to build upon Worcester's standing as one of this country's great mid-sized cities, I submit to your Honorable Body the proposed Fiscal Year 2025 (FY25) operational and capital budgets. These budgets look to maintain our services and improve upon our operations while managing our resources with a clear understanding that the City must prepare for challenges ahead.

Empowering Progress: Investing in Equity, Talent, and Culture

When I was appointed City Manager in 2022, I discussed my strong belief in the potential of City government to serve as a voice for the Worcester community. Armed with a commitment to carefully consider our past and build a strategy for our future, I have been working with City Councilors, Cabinet, and my colleagues across the city to find ways to improve what we do and how we do it to ensure that it benefits all residents of Worcester. In furtherance of that effort, we have taken the time to reflect on how we think about equity, how we build talent, and how we strengthen our culture. While resources are thin, I believe this budget moves us forward on our path by continuing past progress and laying out the goals and objectives critical to our nascent strategic plan. With this Council's help, we will continue to ensure that we empower progress in a way that unlocks the full potential of Worcester's people and resources.

Revenues	Final FY24 Budget	Proposed FY25 Budget	FY24/25 Change	Percentage Change
Property Tax	377,780,173	396,160,848	18,380,675	4.9%
Local Receipts	52,827,468	56,665,950	3,838,482	7.3%
State Aid Education	367,359,158	387,183,357	19,824,199	5.4%
State Aid General	51,338,904	52,814,265	1,475,361	2.9%
MSBA/Other Available Funds	178,519	178,519	-	0.0%
Free Cash	17,739,514	-	(17,739,514)	-100.0%
Total Revenues	867,223,736	893,002,939	25,779,203	3.0%
Expenditures				
Education (WPS/Assessments)	505,898,599	532,960,820	27,062,221	5.3%
Fixed Costs	174,449,439	165,019,525	(9,429,914)	-5.4%
Contingency	4,186,285	6,677,731	2,491,446	59.5%
Public Safety	109,157,585	112,939,489	3,781,904	3.5%
Public Works & Parks	23,582,544	23,749,616	167,072	0.7%
Other Operational	49,949,285	51,655,758	1,706,473	3.4%
Total Expenditures	867,223,736	893,002,939	25,779,202	3.0%

The annual budget process begins with an analysis of the City's limited revenue streams. Overall revenues are projected to increase by \$25.8M from the FY24 Final Budget, or \$43.5M over the original FY24 Budget not including Budget Adjustments and Free Cash, for a total of \$893M. Revenue growth is experienced in the property tax (\$18.4M or 4.9%), state aid for education (\$19.8M or 5.4%), local receipts (\$3.8M or 7.3%), and local aid (\$1.5M or 2.9%). We anticipate solid growth in the property tax and are budgeting new growth of \$7.5M. State aid is based on the Governor's proposed budget, which will undoubtedly see changes as it navigates the legislative budget committees. The House of Representatives has already released its proposed budget which increases school funding by \$333K and reduces local aid by almost \$1M. Local receipts have been strong in FY24, and we're anticipating continued growth in Motor Vehicle Excise, Licenses & Permits, and especially Investment Income. While high Federal Reserve rates have a negative impact on the City's borrowing, there is a positive impact on the City's bank rates resulting in higher returns than in prior years.

Public budgets in Massachusetts must balance, which means that the \$893M in total projected revenues matches the \$893M in total projected expenditures. As with every year, the majority of this funding goes to education, with \$533M or approximately 60% committed to the Worcester Public Schools, charter schools, school choice, and special education. This represents a \$27M increase in education funding, of which \$23.8M is

dedicated to the Worcester Public Schools. The required increase in the local contribution – \$7.2M for a total of \$145.7M – is the highest in more than a decade. It is important to note that the budget also includes an estimated \$22M for school-related debt service – a number that is not accounted for under Chapter 70 education funding obligations. In that vein, we see increases in debt service (11.5%), pension obligations (2.8%), health insurance (3.3%), and other fixed costs that further impact our ability to direct funding to new or expanded services.

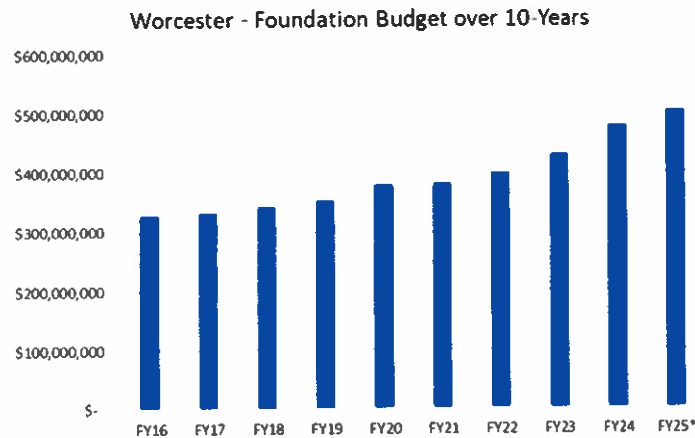
Like last year, I am also committed to providing a 3% Cost of Living Adjustment (COLA) to all staff, recognizing the challenging impact of inflation over the past few years. While non-negotiable to me, this more than \$4M cost understandably limits the amount of funds available for other priorities. At a far lesser scale, I am also committed to providing a 1.5% market adjustment to non-represented staff whose pay increases have not kept pace with collective bargaining agreements. As you know and have supported, over the years we have worked with unions to raise our minimum wage, increase those at the lowest end of the pay scale by two pay grades, provide no cost parking to all staff, and offer COLAs and adjustments to various unions that were not enjoyed by non-represented staff. Equity demands that we address the disparity. Finally, I am also proposing targeted increases to Cabinet. Members of the Cabinet have no automatic step increases and, except for COLAs, base pay for most has not changed for years. We reviewed compensation at some of our sister-cities across Massachusetts and we know our pay scale is flawed. Again, equity demands that we take action. During FY25 and into FY26, we are going to expand that analysis to all management and professional positions to ensure that disparities are addressed and differentials are appropriate.

The result of all these priorities is a budget that invests our limited resources where necessary and in a manner that prepares the City more strategically for the future.

Key Investments

Education

The vast majority of the City's increases were directed to Education. While State Aid for Education rose by \$19.8M, the City's own contribution from local funds increased by \$7.2M under the Chapter 70 formula. This continues a trend that has seen the City's local contribution to Education increase by more than \$20M over the past five years, while overall Chapter 70 Aid has increased by approximately \$100M. In Fiscal 2025, the Worcester Public Schools will receive \$485.7M, a \$23.8M increase over Fiscal 2024. Funding for Charter Schools, School Choice, and Special Education is at \$47.3M, an increase of \$3.2M over Fiscal 2024.

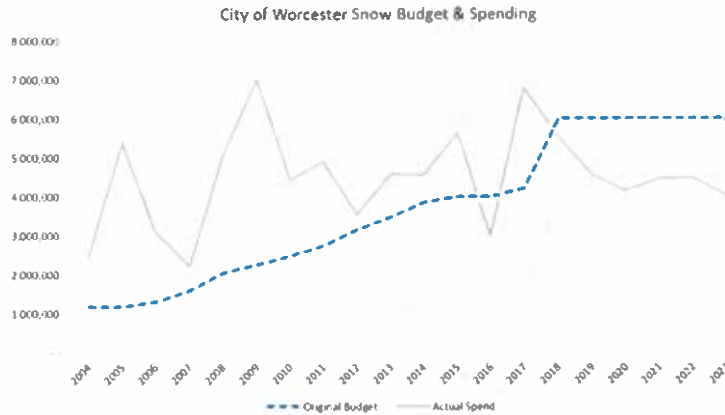


Fixed Costs

Fixed Costs is a critical component of the City's annual budget calculations, including pensions, health insurance, and debt service. In FY25, Fixed Costs are anticipated to be \$165M, a decrease from the FY24 Final Budget due to Free Cash investments in the Bond Rating Stabilization Fund (\$9.5M) and the OPEB Trust Fund (\$5.7M). Without these one-time contributions, Fixed Costs have increased approximately \$5.8M year over year.

The largest increase in Fixed Costs is debt service, which rises nearly \$5M as a result of investments in new schools, parks, and streets and sidewalks. In order to manage this debt load, we must limit our borrowing and find new ways to build revenues and reserves.

I am proposing under separate cover enhancements to the Financial Integrity Plan to solidify our reserves, primarily with one-time revenues. The next largest increase is pensions, which grows by just over \$1M, followed closely by health insurance. We are experiencing some savings in Fixed Costs by reducing the Snow budget by \$500K based on historic utilization. In only two years in the past two decades – 2009 and 2017 – have expenditures exceeded the \$6M allowance for snow.



Funding of over \$20M to various stabilization funds and trusts is a critical element in our ongoing fulfillment of the City's Financial Integrity Plan. Notable contributions within these funds includes \$9.8M to the New High School Construction Fund for increasing debt service related to South High Community School and Doherty Memorial High School, and \$480K to the North High Construction Fund. Over \$2.5M is allocated to the Capital Campaign Stabilization Fund which supports debt service on Worcester Technical High School, Forest Grove Middle School, and library and senior center renovations. The City's two District Improvements Districts – CitySquare and Ballpark – have combined budgets of approximately \$7M, funded by incremental taxes, permit fees, and hotel/meals taxes. We continue to increase our contributions to the OPEB Reserve Fund by 10% annually as we carry out our long-term goal of addressing the approximately \$1.2B liability that OPEB poses.

The City's Contingency Budget is high this year – \$6.7M – due to outstanding union negotiations. Contingency includes only a \$250K base for a neighborhood advocates program and other potential items that might arise throughout the year. However, it also

includes \$4M for COLAs for union employees awaiting new contracts and \$2.5M for prior-year retroactive payments upon contract execution.

Public Safety

After education, public safety is the City's largest expense at \$113M or 12.7% of the FY25 Budget. This category includes Police, Fire, Inspectional Services, and Emergency Communications and reflects an approximately \$3.8M overall increase over FY24. Investments in public safety include new training opportunities in Police, as well as replacement safety equipment and firearms for officers. Police also includes a significant increase in OM to accommodate the demands of a temporary chiller while a longer-term HVAC solution is designed and implemented via the Capital Budget. In Fire, funds were proposed for a new staff position to improve our ability to review fire plans with a greater focus on hazardous processes, as well as a regrade of eight firefighter positions to enable a floating contingent that will reduce mandatory overtime due to mandated temporary promotions of other staff. In Inspectional Services, we're reestablishing the formal Building Commissioner position, adding one inspector for plumbing and gas work, enhancing the department's social work capacity, and finalizing our consolidation of licensing into department. In Emergency Communications, we're regrading certain positions to establish a clearer table of organization, adding three customer service representatives to both improve services and reduce demands on dispatchers, and incorporating an additional expectation of overtime due to lengthened work schedules.

Public Works & Parks

The Department of Public Works & Parks (DPW&P) is the next highest expense at \$23.7M or 2.7% of the FY25 Budget. It reflects a \$167K increase over FY24. DPW&P includes a number of regrades and transfers to realign budgets and tables of organization, increases in overtime to reflect actuals, increases for utility expenses, and increases in park investments, especially in aquatics with the implementation of a new contract to manage staffing of the City's public pools. The City is anticipating a combined 3% increase in water and sewer rates, due to a 4% increase in obligations to the Upper Blackstone, as well as increasing costs for maintenance and repair, utilities, chemical supplies, software, and environmental services. The proposed rates represent a \$0.04 increase on the water rate

and a \$0.35 increase on the sewer rate, or approximately \$4.96 on the average quarterly household bill.

Other City Services

While comprising relatively small percentages of the overall budget, there are many key departments that fulfill core elements of the City's mission due to passion and creativity. In Health & Human Services, we have increased staffing for veterans, we are funding our Youth Council, and we have moved national opioid settlement fund dollars to a special revenue fund offering an improved ability to strategically plan for long-term solutions. In Economic Development, we are preparing for a renewed zoning code while transitioning funding for Discover Central Massachusetts from the American Rescue Plan Act (ARPA) funding back to Ordinary Maintenance to continue our collective efforts to draw new visitors to Worcester and the DCU Convention Center & Arena. In Innovation & Technology, we are increasing our cybersecurity and expanding our presence in the cloud. Across the City, we are looking at reorganizations, efficiencies, technology, and other improvements so that we can continue to do more, and oftentimes more with less.

Centralization

A key aspect of our efforts to do more with less is a strategic approach to centralization. While our City has varied responsibilities and diverse interests, it has one purpose captured by our theme of empowering progress. Progress means finding our voice, working together, and achieving the otherwise impossible. I am working with departments across the City to build centralized systems that will allow us to capitalize on expertise and provide efficiencies for departments to do more. The City Manager's Office serves as the hub of the City Administration, and therefore has an important responsibility defining and explaining all that we do. As part of that effort, I have worked to improve communications among departments, with City Council, with the media, and with the public at large. One element is the creation of a marketing and public relations team. This group, currently including writers and videographers, will continue to expand with the transfer of two positions from Innovation & Technology (DoIT) to the City Manager's Office to focus on web design and outreach, and one position from Public Health to continue to craft our message to the community. A team needs a leader, however, so I've added a

position into the FY25 Budget to serve as Director of Marketing & Public Relations. In HR, we are also looking to craft a team that can collaborate with City departments to recruit and retain a diverse, talented workforce. We have consolidated HR business partners from DPW&P and Police into HR, as well as a Risk Management position from DPW&P. We have added a Leave Management Specialist who can work with supervisors to manage paid leave and the impacts it has on operations. Our new Workday Human Capital Management (HCM) system, which is expected to go live in early 2025, will provide a centralized human resource system serving as a one-stop shop for staff and management alike. In Administration & Finance, we are taking the first steps to centralize procurement, building a system that will both serve and lead departments to ensure the highest value and the lowest price, with opportunities for vendors across the spectrum. We are also refunding the grants acquisition position in the Budget Office, providing centralized support for identifying and submitting grant applications. Finally, in DoIT, I am empowering our technological leads to truly lead on technology, working with departments to ensure that new technologies are innovative, integrated, and secure.

An operating budget is only one aspect of our financial planning. The capital budget has even more impact on our future than today's annual operating budget. Today's capital budget is tomorrow's debt service, as well as tomorrow's operating costs as it relates to utilities, maintenance, fuel, etc. Soliciting feedback from across City leadership, we are proposing an FY25 capital borrowing of \$135.8M, a significant portion of which is Massachusetts School Building Authority (MSBA)-related borrowing or enterprise/self-funded borrowing. Only \$41.5M of the capital budget represents tax levy operational needs, a decrease of almost \$5M from FY24. We have looked to invest in public safety vehicles, City facilities and energy efficiencies, the DCU, street and sidewalk design and construction, a plethora of park projects, and water and sewer needs. We are also investing in technology and equipment, to ensure our staff have the tools they need to do the work they do. One important note on schools. The Superintendent and I have had very productive conversations about the needs and limitations of our shared facilities. As you know, we have a significant number of school-related projects underway and are anticipating future movement on a new Burncoat Middle & High School. A few months ago, with your approval, I created a new School Capital Maintenance Fund to help support

school-related activities. As part of a longer-term strategy, for the next five years I am proposing the City increase its contribution to WPS facility needs by \$1M, supported by Community Development Block Grant dollars, as we look to find new and innovative sources for both City and School building investment.

Empowering Progress

I appreciate the City Council's consideration of these proposed budgets. Crafting a budget is a challenging process and few leave the table completely satisfied, myself included. There is always more we want to do. And in some cases, there is always more that we should do. But we face limited resources, and those limits are undoubtedly going to continue into the future. I believe this budget is a step forward in the right direction as we navigate the needs of today and the demands of tomorrow.

The Fiscal 2025 Operation and Capital Budgets are available on the City's website at the link below:

<http://www.worcesterma.gov/finance/budget-central>

Respectfully submitted,



Eric D. Batista
City Manager

City of Worcester Municipal Strategic Plan

Fiscal Year (FY) 2025 marks the conclusion of the FY20-24 Strategic Plan. Based on the priorities of creating a vibrant, thriving city; providing opportunities for all; building strong neighborhoods; and maintaining a sound fiscal and operational government, that plan was the source for annual Departmental Development Plans (DDPs) to ensure alignment of priorities to achieve the municipality's mission and vision.

Today, Worcester requires a new roadmap for continued and sustainable success so that it can become the best managed city in the country. This can only be achieved by centering equity and inclusion as foundational strategic principles. Equity must be at the heart of the municipality's mission in order to enhance the quality of life for *all* residents. This new framework, based on a fresh mission and vision, will inform municipal DDPs through FY29, based on the following six priority themes:

Public Health & Safety

To protect and improve the health and safety of all community members through an integrated model of prevention, intervention, and suppression.

Affordable Neighborhoods & Reduced Homelessness

To allow all neighborhoods and residents to thrive through measures that will lower homeownership and rental costs, offset inflation, promote and increase accessibility of social safety nets, and disrupt the cycle of chronic homelessness.

Investment in Quality Education

To facilitate expanded resources for students and sustainable investment into capital improvements that will upgrade, modernize, and remediate school buildings.

Clean City Initiatives

To enhance environmental health and residents' quality of life through programs, educational initiatives, and constituent services that reduce pollution, improve landscaping, and move the city toward Zero Waste.

High Performing Government & Strong Financial Health

To establish efficient and streamlined operations, strategic investment and budgeting, and a positive organizational culture built on a core value system and integrity.

Economic Growth

To increase the city's tax base through policies and partnerships that catalyze small business and entrepreneurship, sustain housing production, attract and retain talent and new businesses across industries, and adapt to shifting labor markets.

The full Strategic Plan will be published shortly after the FY25 Budget, with a detailed outline of corresponding objectives and strategies.

The development of the FY25-29 Strategic Plan has been years in the making.

The administration reflected on who Worcester is as a city and who Worcester is as a city *government*. The priority areas were designed to reflect Worcester's evolving demographics, promote equity, and

ensure that no community members are overlooked. They also represent the essential services that a municipal government owes to its residents and must be held accountable for, while maintaining sustainable and efficient operations.

In addition to internal discussion and self-study, the administration embarked on a robust community engagement process, including community surveys, City Manager listening sessions, and stakeholder focus groups. The FY25-29 Strategic Plan also takes into account the extensive feedback that was collected and analyzed during the development of the Worcester Now | Next long-range plan, Urban Forestry Master Plan, Green Worcester Sustainability and Resilience Strategic Plan, and the Worcester Mobility Action Plan. The new Strategic Plan is built upon the same values as those plans and will provide an overarching framework to unify and guide the municipality's work and services over the next five years to make Worcester a more vibrant and thriving city for all.

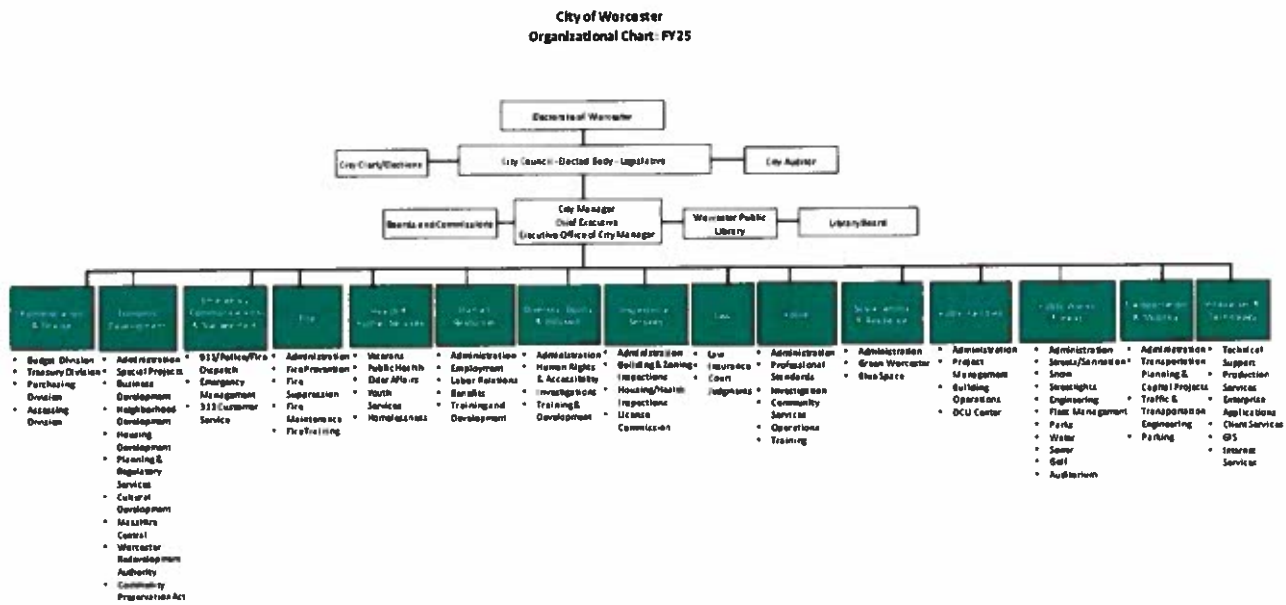
CITIZEN'S GUIDE TO OUR CITY'S FINANCES

Introduction

The residents, tax payers, and business owners rely on our government to provide essential services to our community such as public safety, education, public works, and health and human services. Transparency is critical in achieving the proper level of services while living within the financial constraints of available resources. This document has been prepared as an informative guide for our citizens. The following provides some basic facts about our City:

- Population: 206,518
- Land Area: 38.57 square miles
- Median Household Income: \$63,011
- Median Home Value: \$352,050
- Total FY24 Equalized Valuation: \$18.7 billion
- Fiscal 2025 Operating Budget: \$893 million

The City of Worcester was first established as a town in 1722 and incorporated as a City in 1848. It is currently the second most populous city in the New England region and is located approximately 45 miles west of Boston. The City of Worcester is governed by a Council-Manager, or Plan E, form of government with a popularly elected Mayor, 11 City Council Members (one of whom is the Mayor), and an appointed City Manager. Per the City Charter, the City Manager recommends a balanced budget to the City Council, meaning the revenue estimates equal the proposed expenditures. The City Council may, by majority vote, make appropriations for the purposes recommended. They can also reduce or reject any amount recommended in the annual budget. They cannot, however, increase any amount in an appropriation, nor increase the total of the annual budget.

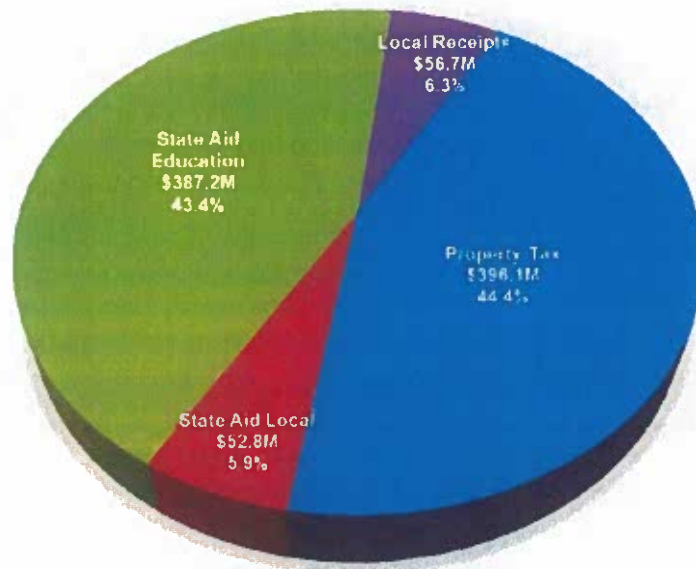


CITIZEN'S GUIDE TO OUR CITY'S FINANCES

Revenue Overview – Sources of Funding for City Services

General fund revenues come in three main forms: property taxes, state aid, and local receipts. As depicted in the graphics below, 44.4% of City revenue comes from property taxes, 49.3% in State Aid – inclusive of City and Education reimbursements, and 6.3% comes from local receipts such as motor vehicle excise, licenses, permits, and other charges. Detail on each area of the City's revenues are provided in the line item summary the follows.

FY25 Revenues: \$893M



Category	Amount	Change
Property Tax	\$396.1M	4.7% Increase
State Aid - City	\$52.8M	3% Increase
Education Aid	\$387.2M	5.4% Increase
Local Receipts	\$56.7M	-7.3% Decrease

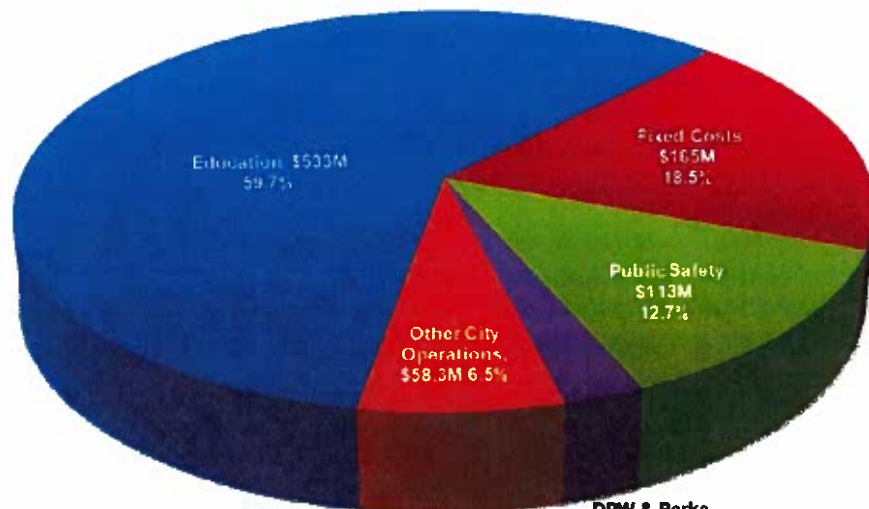
Category	Sub-Category
Property Tax	Real Estate Tax
	Personal Property Tax
State Aid - City	Unrestricted State Aid
	MSBA Construction
	Veterans Benefits
	Elderly & Veterans Exemptions
Education Aid	Chapter 70 Aid
	Charter Tuition
	School Choice Tuition
Local Receipts	Vehicle Excise Tax
	Hotel & Meal Tax
	Licenses & Permits
	Trash Fees
	Fines & Forfeitures
	Other Fees & Income

REVENUE & EXPENDITURE SUMMARY

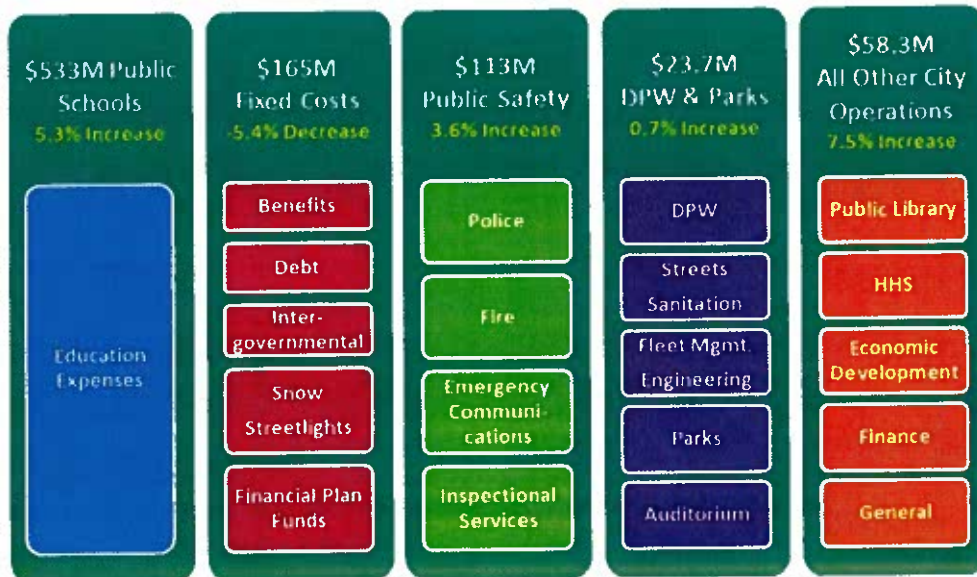
Expenditure Overview – Categories of Expenditures for City Services

Education remains the City’s largest expenditure at \$533M or 60% of the general fund expenditures. Fixed costs include pensions, debt, and health insurance and total \$165M, or 18.5%. This leaves \$113M or 12.7% for public safety, \$23.7M or 2.7%, for Public Works and Parks, and \$58.3 or 6.5% for all other City operations. A detailed discussion of each spending area is provided in the following introduction as well as in each of the departmental budget sections in the document that follows.

FY25 Expenditure Budget: \$893M



**DPW & Parks
\$23.7M
2.7%**





REVENUE & EXPENDITURE SUMMARY

Fiscal 2025 Budget Financial Plan

Revenue and Expenditure Overview

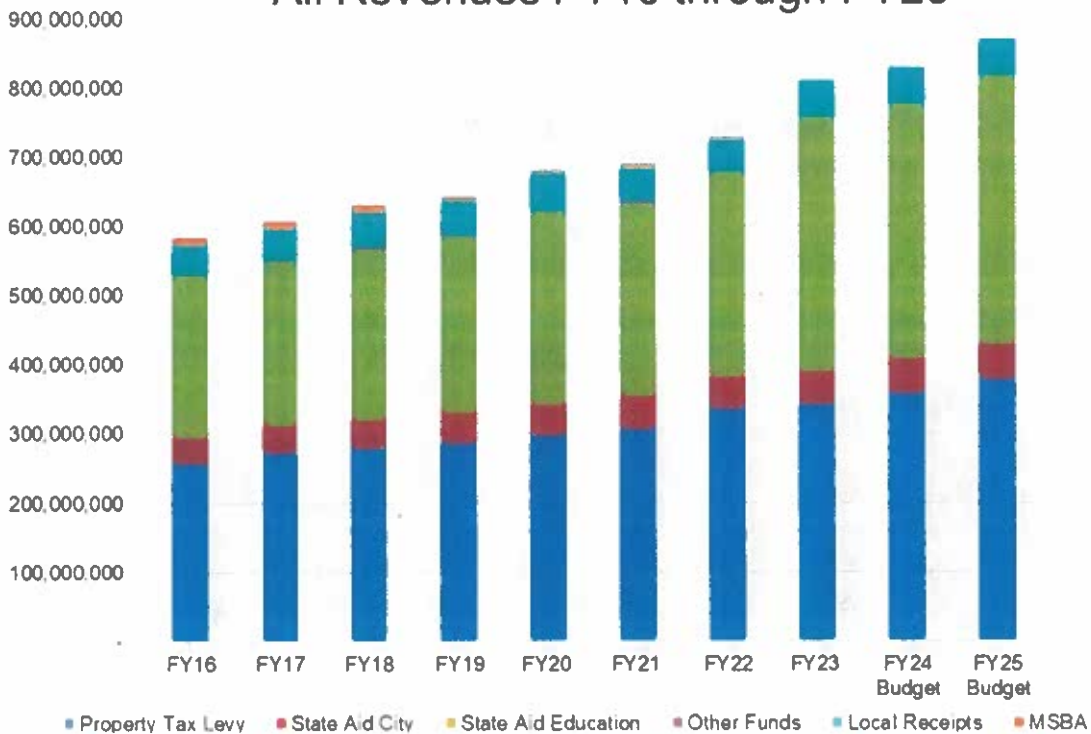
The Fiscal 2025 recommended budget is balanced and submitted in accordance with the City Charter and Chapter 44 of the Massachusetts General Laws. All of the revenues or other funding sources for the appropriation recommended in this budget are detailed below. Expenditure appropriation recommendations are summarized in this overview and detailed in each of the departmental sections that follow. The official appropriation order is summarized in the Line Item Budget at the end of the budget document.

Revenue Overview

The Fiscal Year 2025 budget is funded through \$893M in revenues. This is comprised of \$396.1M in property taxes, \$52.8M in State Aid for City operations, \$387.2M in State Aid for Education. Other revenues include \$56.7M in local receipts, and \$178K in other available funds. The following describes each revenue category in detail and provides data from the last ten years to put current revenue estimates in perspective.



All Revenues FY16 through FY25



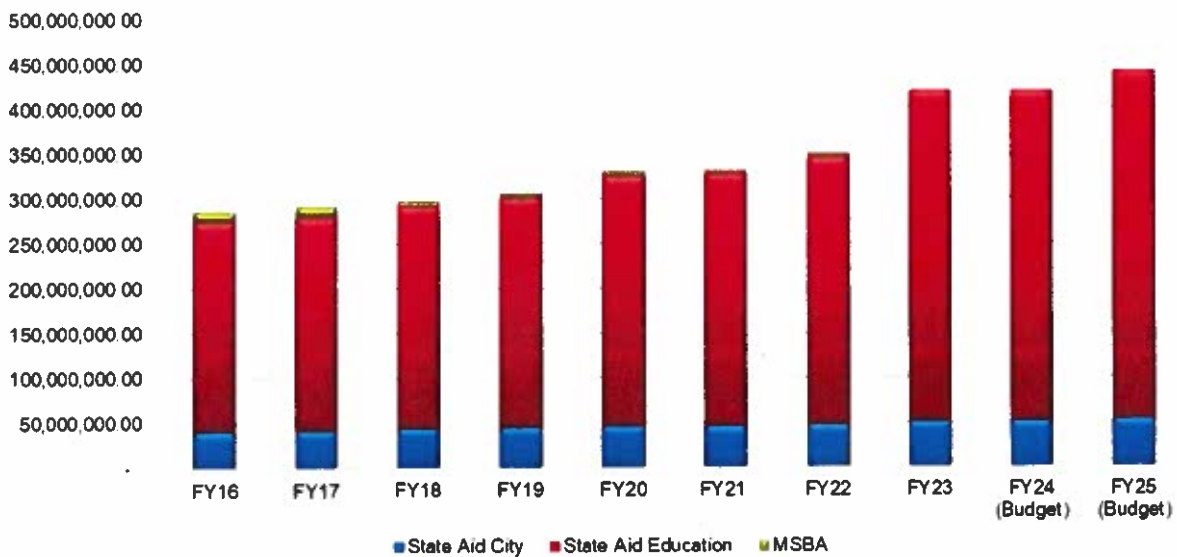
REVENUE & EXPENDITURE SUMMARY

State Aid (Cherry Sheet)

The Cherry Sheet is the name of the official document used by the Commonwealth of Massachusetts to inform cities and towns of the estimated receipts from the Commonwealth for Unrestricted General Government Aid, Education Aid and other state-determined revenue categories. It also informs cities and towns of anticipated intergovernmental charges, including the charges for regional transit and charter school tuition. These amounts are all subject to change based on the final budget for the Commonwealth. The estimates included here are based on the Governor’s proposed budget for Fiscal 2024. The following illustrates the breakdown in categories of State Aid funding as well as a ten-year history.

State Aid Summary	FY24 Budget	FY25 Budget	FY24/25 Change	% Change
State Aid City	49,680,150	51,170,554	1,490,404	3%
State Owned Land	308,772	310,241	1,469	0%
State Exemptions	442,129	458,909	16,780	4%
Veteran's Benefits	907,853	874,561	(33,292)	-4%
State Aid City Total	51,338,904	52,814,265	1,475,361	3%
State Aid Education	357,541,905	377,102,598	19,560,693	5%
State Aid Charter Schools	9,817,253	10,080,759	263,506	3%
State Aid Education Total	367,359,158	387,183,357	19,824,199	5%

History of State Aid FY16 to FY25



REVENUE & EXPENDITURE SUMMARY

State Aid Categories

The following describes each of the line items on the Cherry Sheet and the State Aid amounts anticipated by the City for Fiscal 2025.

Education Aid – Chapter 70

Massachusetts General Laws Chapter 70 Education Aid provides financial assistance to cities and towns in order to promote the equalization of the burden of school costs across the state. Chapter 70 School Aid is based on a formula that generates a “foundation budget” representing the per-pupil funding required in each community under state law. The state then uses a separate formula to determine a locality’s required contribution for education from local revenues using the Department of Revenue’s Municipal Revenue Growth Factor (MRGF). The result of this formula is the City’s required contribution for education. The difference between the calculated “foundation budget” and the City’s “required contribution” is then funded with Chapter 70 Aid. Chapter 70 Aid for the Worcester Public Schools is projected to be \$377,102,598. This is \$19.6M more than Fiscal 2024. This increase reflects increases called for under the Student Opportunity Act which increases the Foundation Budget each year through Fiscal 2028.

Unrestricted General Government Aid

This State Aid category represents the bulk of the non-educational aid received by cities and towns. The City of Worcester, by formula, receives approximately 4% of the total State appropriation of this category and anticipates receiving \$51,170,554 in Unrestricted General Government Aid, which represents a 3% increase over Fiscal 2024.

Charter School Reimbursement

The Commonwealth provides a declining reimbursement amount to cities and towns for each student that chooses to attend a Charter School. Worcester’s Charter Tuition Reimbursement is estimated to be \$10,080,759. This amount is subject to change as final enrollments in the City’s charter schools are tabulated.

Veterans Benefits

The Commonwealth of Massachusetts reimburses the City 75% of the cost of veterans’ benefits. As a result of the timing for reimbursements from the State, this revenue source represents 75% of the City’s spending on veterans’ benefits for the past 12 months, not an estimate of the coming 12 months. Benefits are paid consistent with Massachusetts General Laws Chapter 115. The Fiscal 2025 reimbursement estimate is \$874,561.

REVENUE & EXPENDITURE SUMMARY

State Owned Land

The Commonwealth provides a reimbursement to cities and towns for tax revenues lost due to state owned land. The reimbursement is based on state calculated values and is based solely on the value of the land itself, not the structures on the property. This receipt is estimated to be \$310,241.

Veterans, Elderly, and Disabled Tax Exemption

Under Chapter 59, Section 5, clause 41C of Massachusetts General Laws, as amended by Section 5 of Chapter 653 of the Acts of 1982, persons who meet statutory criteria including age, status, and income thresholds will receive a state-funded flat tax exemption of \$500-\$1,000. The Fiscal 2025 budget includes a Cherry Sheet allocation of \$458,909 for these exemptions.

Property Taxes

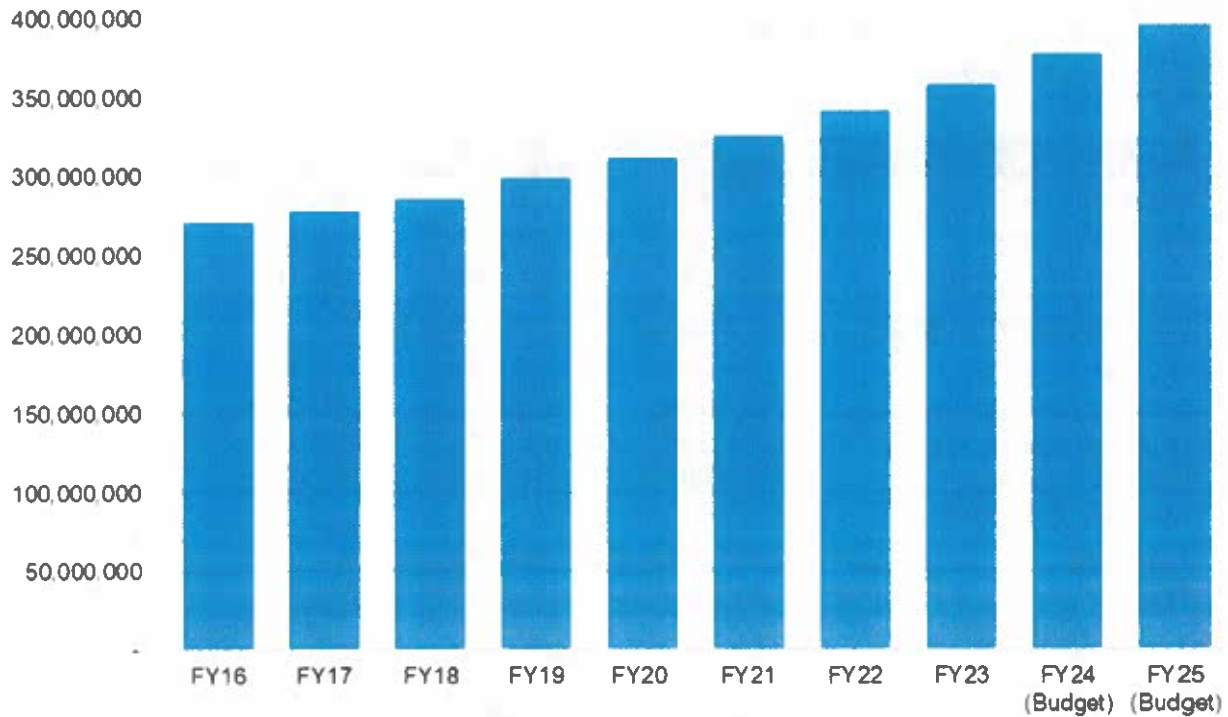
The Fiscal 2025 budget includes property tax revenue increases consistent with the provisions of Proposition 2½, recognizing a 2.5% increase in the property tax levy as well as the value of new construction growth projected to be certified by the Commonwealth. The budget assumes a Proposition 2 ½ increase in the amount of \$10.1M and new growth of \$7.5M. The gross tax levy of \$399.9M is reduced by an amount reserved for exemptions and abatements (Overlay Reserve - \$3.75M) to derive a net tax levy which is subject to appropriation. For Fiscal 2025 the net tax levy is projected to be \$396,160,848.

Property Tax Revenue	FY22	FY23	FY24	FY25
Prior Year Levy	330,817,261	346,631,783	362,956,395	382,272,425
Prior Year Levy Limit	351,294,265	367,273,954	384,220,890	405,536,919
Prior Year Amended New Growth ¹	174,448	926,365	480,246	
2.5% Increase	8,786,718	9,205,008	9,617,528	10,138,423
New Growth	7,018,523	6,815,563	11,218,255	7,500,000
New Levy Limit	367,273,954	384,220,890	405,536,919	423,175,342
Remaining Unused Levy Capacity	20,642,171	21,264,494	23,264,494	23,264,494
New Total Levy	346,631,783	362,956,395	382,272,425	399,910,848
Less Overlay	(5,000,000)	(4,520,263)	(4,000,000)	(3,750,000)
Available Tax Levy	341,631,783	358,436,132	378,272,425	396,160,848

¹ Prior Year Amended New Growth is not budgeted for appropriation

REVENUE & EXPENDITURE SUMMARY

PROPERTY TAX LEVY



Overlay Reserve for Abatements and Exemptions

The overlay reserve is raised by the City Assessor in excess of appropriations and other charges for the purpose of creating a fund to cover abatements and exemptions. Abatements are granted in circumstances where real or personal property has been overvalued or disproportionately valued and appropriate adjustments are made to the original assessed value. The overlay for Fiscal 2025 is set at \$3.75M.

Unused Levy Capacity

Unused levy capacity is the amount of property tax allowed under the proposition 2 1/2 Levy Limit that is not appropriated as part of the fiscal year budget. This amount could be raised through taxation without an override or debt exclusion vote. With the Fiscal 2025 budget, the City has increased the Unused Levy Capacity to \$23.3M. Through the implementation of the City's Financial Integrity Plan, Unused Levy Capacity has increased from \$6M in FY16 to over \$23M in Fiscal 2025. This represents tax relief for both residential and commercial taxpayers in the City.

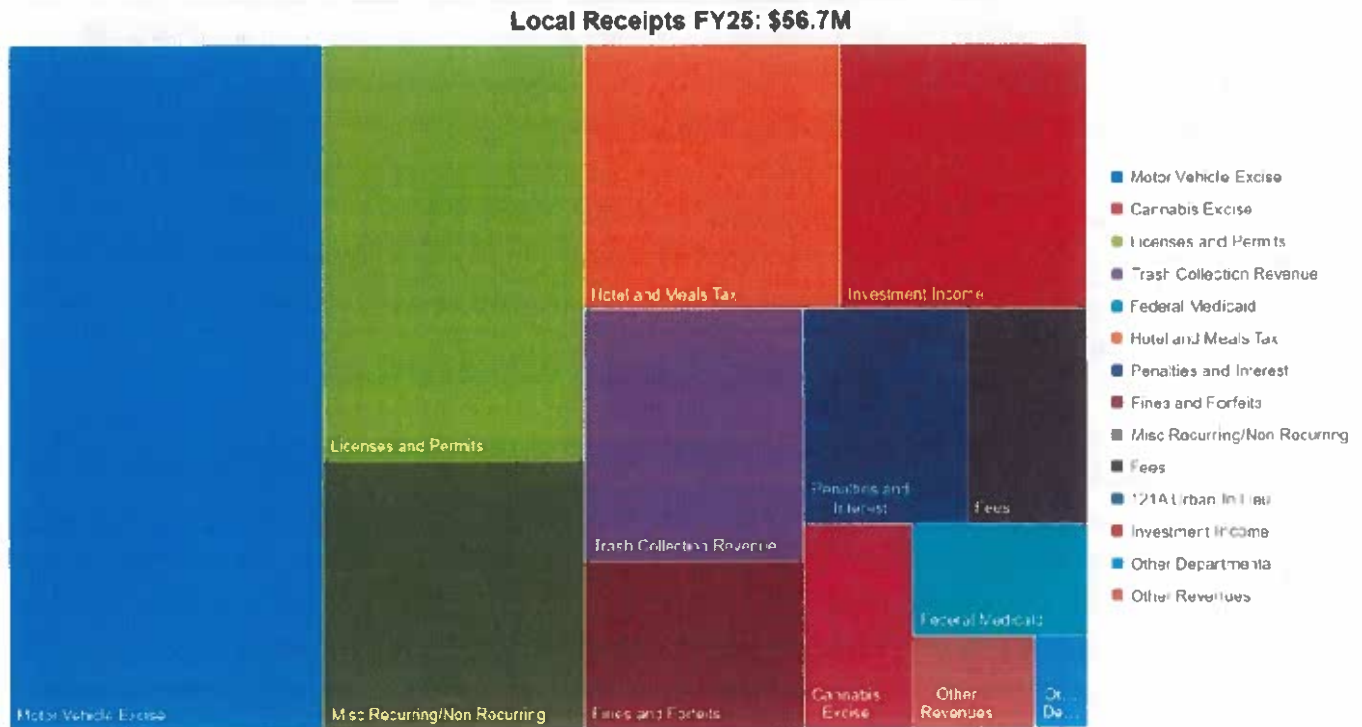
REVENUE & EXPENDITURE SUMMARY

Local Receipts –

The last major category of City revenues is local receipts, comprised of locally generated taxes, fees, and charges. The major contributors include Motor Vehicle Excise taxes, building and other permits, licenses, trash collection fees, as well as various other fines and charges. The Fiscal 2023 and 2024 budget amounts include additional appropriations made at budget recapitulation.

Revenue Summary	FY24 Budget	FY25 Budget	FY25 Change	% Change
Motor Vehicle Excise	15,750,000	16,500,000	750,000	4.76%
Cannabis Excise	1,500,000	1,700,000	200,000	13.33%
Licenses and Permits	7,301,450	8,390,650	1,089,200	14.92%
Trash Collection Revenue	4,250,000	4,250,000	-	0.00%
Federal Medicaid	2,750,000	1,500,000	(1,250,000)	-45.45%
Hotel and Meals Tax	4,845,290	5,200,000	354,710	7.32%
Penalties and Interest	2,102,500	2,682,500	580,000	27.59%
Fines and Forfeits	2,158,000	2,833,000	675,000	31.28%
Misc Recurring/Non Recurring	6,118,378	5,410,000	(708,378)	-11.58%
Fees	2,201,350	1,958,800	(242,550)	-11.02%
121A Urban In Lieu	-	-	-	0.00%
Investment Income	2,600,000	5,000,000	2,400,000	92.31%
Other Departmental	380,500	371,000	(9,500)	-2.50%
Cemetery Revenue	460,000	460,000	-	0.00%
Special Assessments	300,000	300,000	-	0.00%
Other Charges	110,000	110,000	-	0.00%
Local Receipts Total	52,827,468	56,665,950	3,838,482	7.27%

REVENUE & EXPENDITURE SUMMARY



Motor Vehicle Excise Tax

The Motor Vehicle Excise Tax is assessed annually through the Assessor's Office, with bills and payments processed through the Treasurer's Office. The city or town in which a vehicle is garaged at the time of registration assesses the associated excise tax. Chapter 6A, Section 1, of the Massachusetts General Laws sets the rate of this tax at \$25 per \$1,000 valuation. The City issues bills based on data provided by the Massachusetts Registry of Motor Vehicles. The Registry determines valuation using a statutory formula based on the manufacturer's list price and year of manufacture. The Fiscal Year 2025 revenue estimate for Motor Vehicle Excise is \$16.5M.

Cannabis Excise

Sale of recreational marijuana is taxed at an additional 3% per the local option tax which is distributed to the City after being collected by the Commonwealth. In Fiscal 2025, this revenue source is estimated at \$1.7M.

Licenses and Permits

Revenues are collected associated with licenses and permits issued by the City. These include building, electrical, and plumbing permits. This category also includes charges for weights and measures, liquor licenses, and other City licenses and is budgeted at \$8.4M based on estimated license and permit activity in Fiscal 2025.

REVENUE & EXPENDITURE SUMMARY

Trash Fees

In 1993, the City instituted a "Pay As You Throw" trash collection program, which partially funds the cost of curbside garbage pickup through the collection of a fee attached to the sale of official City trash bags. These bags are \$10.00 per pack of 10 small bags or \$8.75 per pack of 5 large bags. A \$0.25/bag increase was implemented on January 1, 2022, the first such increase in 14 years. The revenues offset some of the cost of trash collection and the City's recycling operation. The revenue estimate is level funded at \$4.25M for Fiscal 2025.

Federal Reimbursements

Medicaid reimbursements for school-based health services is the source for this revenue estimate. The City, through the public school system, is eligible to file for federal reimbursement for health related services provided to special education students with Medicaid benefits. With the approval of the Massachusetts Division of Medical Assistance, the Worcester Public Schools is now a "Medicaid Eligible Provider" and is enrolled in the Medicaid program. The Medicaid reimbursement program allows for the submission of claims, on a per diem rate, for various categories of special education students. Administrative costs incurred by the school system and its vendor UMass to provide these health-based services are also captured and incorporated into claims and submitted for reimbursement. For Fiscal 2025, the revenue estimate is \$1.5M.

Other Excise: Hotel and Meals Taxes

Hotel taxes of 6% and Meals taxes of 0.75% are collected by the Commonwealth and distributed to the City quarterly. The hotel and meals tax is estimated to be \$5.2M in Fiscal 2025, an increase of \$354,710 from Fiscal 2024 in recognition of the likelihood of increased hotel and restaurant activity in Fiscal 2025.

Penalties and Interest

State law dictates the interest rate on delinquent taxes, while City Ordinance sets the rate for water and sewer late charges. Penalties and fees are incurred for delinquency of tax payment, serving notice and issuance of warrants, recording instruments of taking, and other miscellaneous fees. The revenue estimate for this stream is estimated to be \$2.7M.

Fines and Forfeits

This revenue category includes parking tickets, boot removal fees, court fines assessed through motor vehicle violations, and health violation fines. This category is budgeted at \$2.8M for Fiscal 2025.



REVENUE & EXPENDITURE SUMMARY


Miscellaneous Recurring and Non-Recurring Revenues – Prior Year Receipts/Reversions

Miscellaneous recurring and non-recurring revenues are derived primarily from prior year receipts, reversions of prior year's purchase orders, and solar renewable energy credits. Additionally, the administrative indirect charges on federal and federal pass through grants are recognized in this category. The estimate for this revenue stream is \$5.4M.

Fees

Other fees include charges for birth and death records, fire inspection fees, police detail administrative fees, planning board fees, and other departmental fees for services provided. The estimate for this revenue source is \$2M.

121A – In Lieu of



The City of Worcester collects payments in lieu of taxes from certain tax exempt properties within the city. In addition, the City generated revenues from the Urban Development Excise Tax (121A). Chapter 121A, section 10, of the Massachusetts General Laws, states that each city or town is entitled to receive proceeds of the urban redevelopment excise tax paid on its local projects. This excise tax is only valid for the first 40 years of the corporation's existence in the municipality, and is composed of the following: an amount equal to five percent of its gross income in the preceding year and an amount equal to \$10 per \$1,000 of valuation. This revenue source ended in Fiscal 2022.


Investment Income (Interest)

The City regularly invests temporarily idle cash and receives interest on these funds. Interest rates, and hence interest earnings, are subject to market conditions and are currently very strong. The estimated revenue is \$5M.

Other Departmental Revenues

The City collects revenue from the sale of surplus property (usually equipment) sold to the highest bidder. Contained within this category are revenues received from the City's towing contract as well certain other revenues all estimated to total \$371,000 in Fiscal 2025.

Cemetery Fees



Hope Cemetery generates most of its revenue from burial fees and services provided. Other revenues include fees charged for foundations, repair orders, canopy tents, liner boxes, and other miscellaneous receipts. The general fund budget is built on an estimate of \$460,000.

REVENUE & EXPENDITURE SUMMARY

Special Assessments

Special assessments are collected from property owners to provide funds to implement capital improvement projects such as street betterments. The special assessment rates are set by the City Council and are paid in full or financed over a period of years. This revenue category is estimated to be \$300,000.

Other Charges for Services

This category represents the annual rental amount collected for tenants leasing space on properties owned by the City of Worcester and certain recreation fees. This revenue category is estimated to generate \$110,000 in Fiscal 2025.

Other Revenue/Funding Sources

Free Cash

Free cash represents the City's amount of available "fund balance," as certified by the Department of Revenue, including the result of the current fiscal year's revenues, less expenditures net of all transfers in and out of the General Fund, and less any other reductions and amounts identified by the Commonwealth. The amount is certified by the Commonwealth of Massachusetts Department of Revenue and then available for appropriation. The City of Worcester follows the City's Financial Integrity Plan policy regarding the appropriation of Free Cash: 50% is to be appropriated to reserves, 30% is to be appropriated into the City's OPEB Trust, and 20% is available for appropriation in the City's budget. No free cash is assumed in the Fiscal 2025 Budget, however, should free cash be certified at year end, it will be recommended for appropriation according to the above breakdown.

Other Available Funds

Other available funds consist of revenues transferred in from various reserve accounts that are classified as another available fund for the purposes of the Fiscal 2025 budget. The estimate for this revenue source is \$178,519.

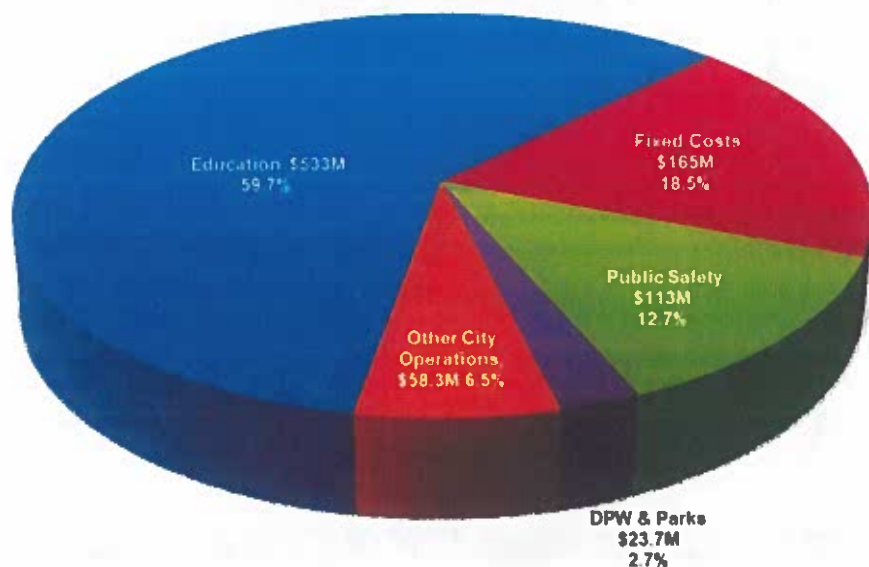
Other Available Funds (Non Local Receipt)		FROM	TO	FY24	FY25
DPW Engineering	Reserve Funds		CC1054-600100		
DPW Engineering	Sewer Connection	FD317	CC1054-600100	118,930.00	118,930.00
DPW Streets	Reserve Funds		CC1055-600100		
Subtotal DPW Engineering Funding				118,930	118,930
Hope Cemetery Debt Principal Service			CC1069	48,714.00	48,714.00
Hope Cemetery Debt Interest Service			CC1070	10,875.00	10,875.00
Subtotal Other Funds				59,589	59,589
Total Other Available Funds (Non Local Receipts)				178,519	178,519

REVENUE & EXPENDITURE SUMMARY

Fiscal Year 2025 Expenditure Overview

The Fiscal 2025 budget appropriates \$893M in revenue to fund the following expenditure areas. The City's expenditure budget is broken into three large categories—Education (including Worcester Public Schools, Charter, and School Choice Tuition), City Operations (categorized by Public Safety, Public Works and Parks, and Other Departments), and City Fixed Costs (debt, pensions, health insurance, required reserve deposits, street lighting, and snow removal). The following chart shows the breakdown by percentage of these expenditures. Education costs account for 59.7% of all City expenditures, fixed costs account for 18.5%, Public Safety (including Police, Fire, Emergency Communications, and Inspectional Services) account for 12.7%, Public Works and Parks account for 2.7% and the remaining 6.5% funds other city operations. Each of the expenditure categories summarized below are presented in more detail in the following sections of this budget document.

FY25 Expenditure Budget: \$893M



Education Funding

Education Costs are driven by the state's calculation of the foundation budget for Public Schools. The Commonwealth determines a local contribution level and funds the balance with State Aid. The Fiscal 2025 appropriation for education is \$533M, which represents an increase of \$50.1M from Fiscal 2024. Of that total amount, \$47.3M provides funding of Charter and Choice schools, leaving a Worcester Public Schools budget of \$485.7M.

REVENUE & EXPENDITURE SUMMARY

Foundation Budget

Chapter 70 of the Massachusetts General Laws defines the terms for education funding in Massachusetts, as implemented by the Department of Elementary and Secondary Education (DESE). Under Chapter 70, each year the State calculates a "Foundation Budget" for each school district that is intended to represent adequate funding for that specific district. The amount of the Foundation Budget is based in part on enrollment; a dollar amount is associated with each level of student - elementary, middle, and high school. Additional amounts per pupil are provided for low income students, English Language Learners, and Special Education students. The formula is designed to provide more funding to those areas with additional challenges. The Worcester Public Schools are a net beneficiary of this formula at the State level, as our school system has a disproportionately high percentage of students who meet the defined demographic categories.

Local Required Contribution

The local required contribution is the amount of school funding that must be provided by the local government for the support of education, per the terms of Chapter 70 of the Massachusetts General Laws. This amount is calculated by the Department of Elementary and Secondary Education (DESE) and increased each year based on the Municipal Revenue Growth Factor. The Municipal Revenue Growth Factor is designed to capture the net increase in municipal revenues from year to year. The formula includes property tax growth due to Proposition 2.5, new growth, local receipts, and State Aid. In this way, the percentage increase of the required contribution is consistent with revenue increases in the City, and is a way for schools to share in revenue growth in any given fiscal year.

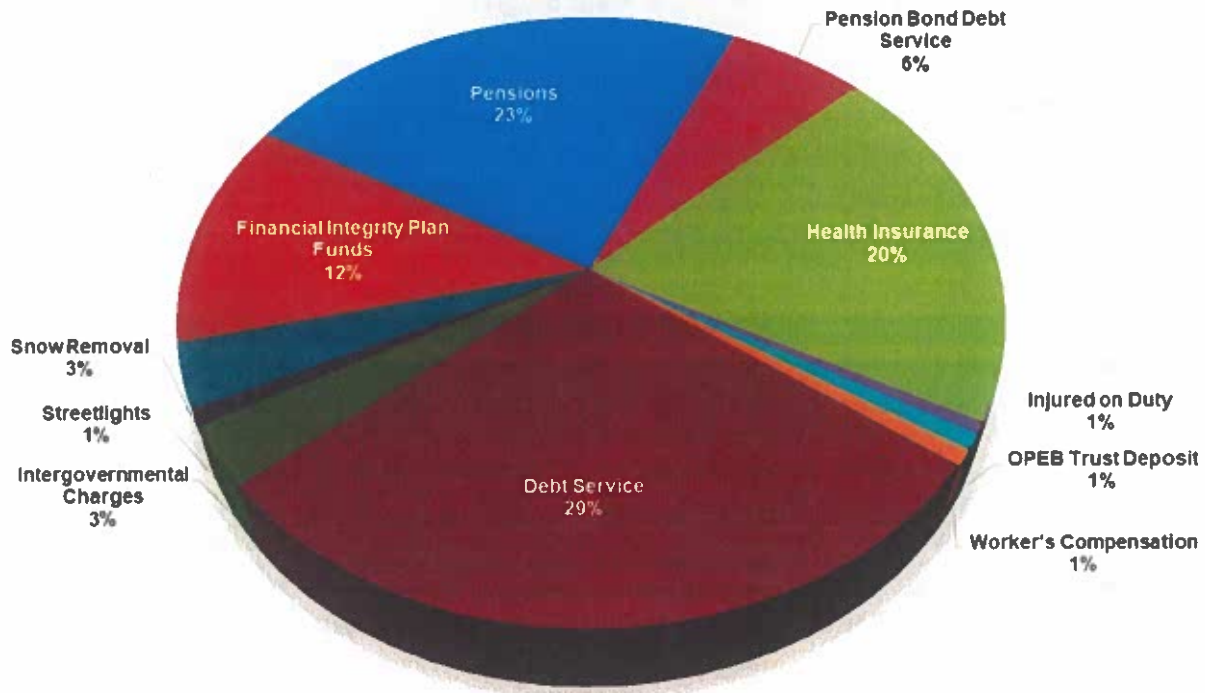
City Fixed Costs

The City's fixed costs are comprised of health insurance, pensions, debt service, snow removal and snow carryover, street lighting, and intergovernmental charges.

Expenditure Summary	FY24 Budget	FY25 Budget
Pensions	37,713,980	38,764,693
Pension Bond Debt Service	10,369,848	10,140,583
Health Insurance	31,804,844	32,855,439
OPEB Trust Deposit	6,654,825	1,071,795
Worker's Compensation	1,335,759	1,336,673
Injured on Duty	1,331,371	1,333,767
Unemployment	119,840	119,840
Debt Service	42,333,297	47,214,226
Intergovernmental Charges	4,705,144	5,255,191
Streetlights	1,495,490	1,495,490
Snow Removal	6,000,000	5,500,000
Financial Integrity Plan Funds	30,585,041	19,931,828
Total Fixed Costs	174,449,439	165,019,525

REVENUE & EXPENDITURE SUMMARY

FY25 Fixed Costs: \$165M



Health Insurance, Workers' Compensation, and Injured on Duty

One of the largest components of the City's fixed costs is health insurance. This cost is split between the City and Public Schools budgets. City health insurance costs are budgeted at \$32.9M. Workers' Compensation is budgeted at \$1.3M, and Injured on Duty is budgeted at \$1.3M in Fiscal 2025.

Pensions

The combined pension contribution required for the City of Worcester is \$38.8M. In addition, the City must make a debt service payment of \$10.1M on the Pension Obligation Bonds issued in 1998 to fund the City's unfunded pension liability. The Debt Service on the Pension Obligation Bond will cease after Fiscal 2028.

Debt Service

The City's borrowing for equipment, infrastructure improvements (including streets and sidewalks), public buildings, as well as the construction and rehabilitation of public schools, are funded through

REVENUE & EXPENDITURE SUMMARY

municipal bond issues. Annual debt service payments meeting all City and enterprise fund obligations total \$102.7M. Principal and interest payments of \$47.2M are to be paid by the City's tax levy budget, and the remainder through enterprise funds and grant programs.

Removal/Snow Carryover

Per the City Manager's Financial Integrity Plan, the Snow Removal budget has a minimum appropriation of \$5M. Based on historic actuals, the Fiscal 2025 budget is \$5.5M, which is a reduction of \$0.5M from Fiscal 2024. This amount is adequate to fund the City's average annual snowfall.

Unemployment

The City must fund unemployment benefits for workers who have lost their jobs. The Fiscal 2025 budget for unemployment is estimated to be \$119,840, which is level funded with the previous fiscal year.

Street lighting

The City has acquired ownership and maintenance control of the City's street lighting network. The costs of the electricity and maintenance contracts for the street lighting network are a fixed cost and known at the beginning of the fiscal year. The Fiscal 2025 budget is funded at \$1.5M.

Intergovernmental Charges

The Commonwealth of Massachusetts mandates certain intergovernmental charges, including charges for the Regional Transit Authority, Registry of Motor Vehicles, and funding for the Central Mass Regional Planning Commission, which are projected to be \$5.3M.

Long Term Financial Plan Funds

The City continues to make deposits to designated reserve funds, per the terms of the City's Financial Integrity Plan. This includes a deposit of \$2.6M to the Capital Campaign fund, which is used to fund ongoing debt service payments associated with the Worcester Technical High School, Library renovations, Forest Grove Middle School, as well as other upcoming capital projects. This category also includes \$4.1M in the CitySquare District Improvement Financing (DIF) fund reserve for public investments in City Square, \$2.9M in the Ballpark DIF fund reserve for Polar Park. Additionally, contributions continue to build the New High School Construction Fund in the amount of \$9.8M. The total contributions to these reserves totals \$19.9M.

REVENUE & EXPENDITURE SUMMARY

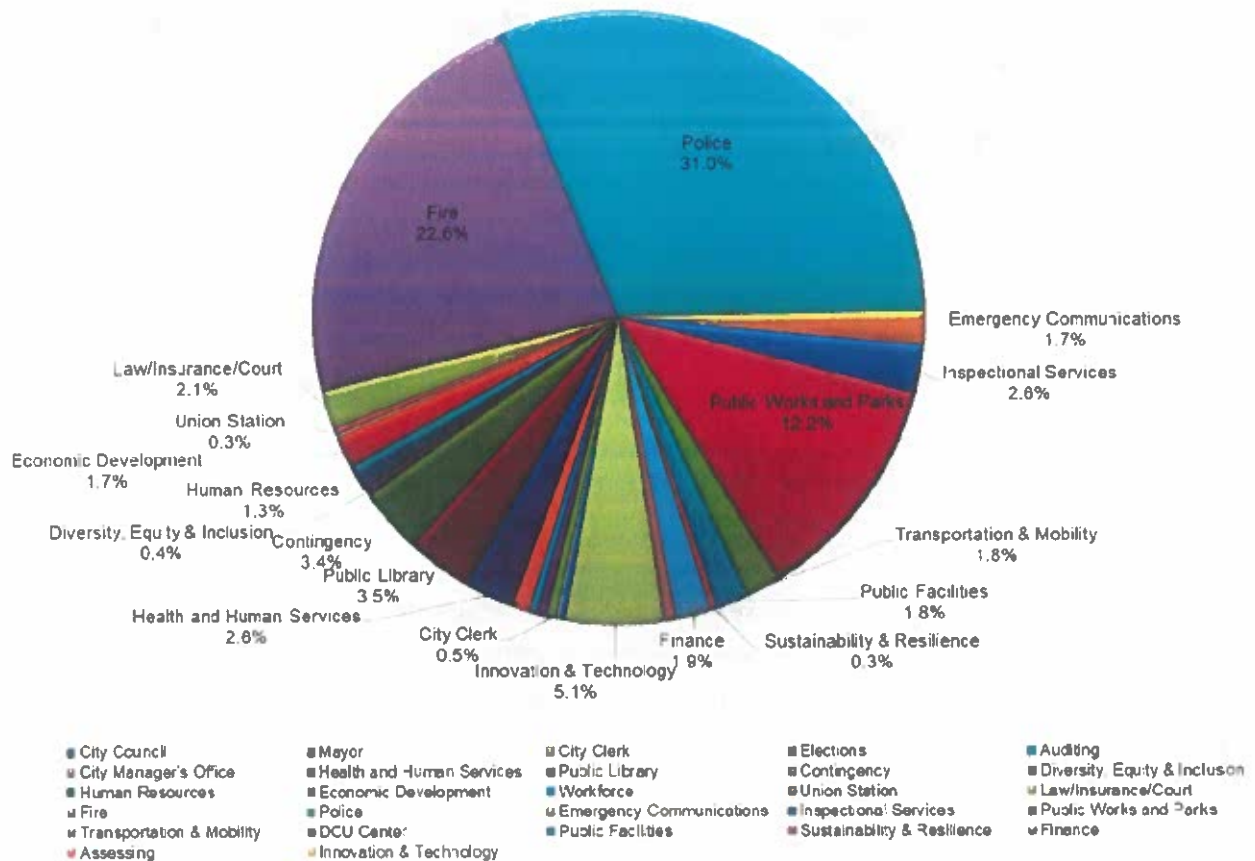
OPEB Reserve Fund

The Fiscal 2025 operational budget continues with the City’s efforts to address the Other Post-Employment Benefits (OPEB) liability. Included in the operational budget is an allocation of \$1,071,795 to the OPEB Reserve fund to prefund the City’s OPEB liability. In addition to this deposit, and per the City’s Financial Integrity Plan, 30% of Free Cash will be appropriated into this account when Free Cash is certified in the fall.

Operational Budgets

The City’s budget for operational departments is based on the funds remaining after all education costs and other fixed costs have been funded. In Fiscal 2025, the amount available for operational budgets is \$195M. Details of each of the operational budgets are included in the subsequent budget sections of the budget document.

FY25 Operational Budgets: \$195M



REVENUE & EXPENDITURE SUMMARY

Expenditure Summary	FY24 Budget	FY25 Budget
City Council	501,768	642,009
Mayor	177,208	186,734
City Clerk	1,057,158	1,051,265
Elections	1,235,742	1,042,037
Auditing	736,442	834,363
City Manager's Office	1,343,120	1,796,207
Health and Human Services	5,358,794	5,111,290
Public Library	6,624,195	6,799,588
Contingency	4,186,285	6,677,731
Diversity, Equity & Inclusion	744,423	850,479
Human Resources	2,198,886	2,580,730
Economic Development	2,642,278	3,292,428
Workforce	200,000	200,000
Union Station	803,305	678,305
Law/Insurance/Court	4,213,419	4,052,120
Fire	44,960,420	44,091,481
Police	55,493,041	60,477,684
Emergency Communications	3,769,762	3,389,291
Inspectional Services	4,934,362	4,981,033
Public Works and Parks	23,582,544	23,749,616
Transportation & Mobility	3,500,579	3,570,585
Public Facilities	3,510,450	3,476,069
Sustainability & Resilience	527,214	587,945
Finance	3,258,975	3,708,900
Assessing	1,169,205	1,194,136
Innovation & Technology	10,146,124	10,000,568
Total City Services	186,875,699	195,022,594

Highlights of the Fiscal 2025 Budget include:

Revenue:

- City revenues are estimated to increase by \$25.8M, a 3% increase from Fiscal 2024
 - The appropriation of prior year free cash is included in this calculation
- Property Tax revenues are estimated to increase \$18.4M
- State Aid – Education is estimated to increase by \$19.8M
- State Aid – City is estimated to increase by \$1.5M
- Local Receipts are estimated to decrease by \$3.8M

REVENUE & EXPENDITURE SUMMARY

Expenditures:

- Citywide budget increases by \$25.8M, a 3% increase from Fiscal 2023.
- Education spending is anticipated to be \$533M, a \$27.1M increase from Fiscal 2024.
- Operational Budgets increased by \$5.6M, a 3% decrease from Fiscal 2024
- The City contingency fund increased 59.5% to \$6.6M

Enterprise Funds Revenue and Expenditure Summary

Enterprise Revenue	FY24 Budget	FY25 Budget	FY24/25 Change
Sewer	51,090,721	52,936,015	1,845,294
Water	29,425,128	30,405,108	979,980
Golf	1,807,555	1,871,309	63,754

Enterprise Expenditure	FY24 Budget	FY25 Budget	FY24/25 Change
Sewer	51,090,721	52,936,015	1,845,294
Water	29,425,128	30,405,108	979,980
Golf	1,807,555	1,871,309	63,754



The City of
WORCESTER

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REVENUE & EXPENDITURE SUMMARY

Revenue Summary	FY24 Budget	FY25 Budget
Property Tax Levy Total	377,780,173	396,160,848
State Aid City	49,680,150	51,170,554
State Owned Land	308,772	310,241
Urban Renewal		
State Exemptions	442,129	458,909
Veteran's Benefits	907,853	874,561
State Aid City Total	51,338,904	52,814,265
State Aid Education	357,541,905	377,102,598
State Aid Charter Schools	9,817,253	10,080,759
State Aid Education Total	367,359,158	387,183,357
Motor Vehicle Excise	15,750,000	16,500,000
Cannabis Excise	1,500,000	1,700,000
Licenses and Permits	7,301,450	8,390,650
Trash Collection Revenue	4,250,000	4,250,000
Federal Medicaid	2,750,000	1,500,000
Hotel and Meals Tax	4,845,290	5,200,000
Penalties and Interest	2,102,500	2,682,500
Fines and Forfeits	2,158,000	2,833,000
Misc Recurring	6,118,378	5,410,000
Fees	2,201,350	1,958,800
Investment Income	2,600,000	5,000,000
Other Departmental	380,500	371,000
Cemetery Revenue	460,000	460,000
Special Assessments	300,000	300,000
Other Charges	110,000	110,000
Local Receipts Total	52,827,468	56,665,950
Other Funds Total	178,519	178,519
Free Cash*	17,739,514	-
Total Revenues	867,223,736	893,002,939


Expenditure Summary	FY24 Budget	FY25 Budget
Pensions	37,713,980	38,764,693
Pension Bond Debt Service	10,369,848	10,140,583
Health Insurance	31,804,844	32,855,439
OPEB Trust Deposit	6,654,825	1,071,795
Worker's Compensation	1,335,759	1,336,673
Injured on Duty	1,331,371	1,333,767
Unemployment	119,840	119,840
Debt Service	42,333,297	47,214,226
Intergovernmental Charges	4,705,144	5,255,191
Streetlights	1,495,490	1,495,490
Snow Removal	6,000,000	5,500,000
Financial Integrity Plan Funds	30,585,041	19,931,828
Total Fixed Costs	174,449,439	165,019,525
Worcester Public Schools	461,862,571	485,710,712
School OPEB		
Charter, School Choice, & Special	44,036,028	47,250,108
Total Education	505,898,599	532,960,820
City Council	501,768	642,009
Mayor	177,208	186,734
City Clerk	1,057,158	1,051,265
Elections	1,235,742	1,042,037
Auditing	736,442	834,363
City Manager's Office	1,343,120	1,796,207
Health and Human Services	5,358,794	5,111,290
Public Library	6,624,195	6,799,588
Contingency	4,186,285	6,677,731
Diversity, Equity & Inclusion	744,423	850,479
Human Resources	2,198,886	2,580,730
Economic Development	2,642,278	3,292,428
Workforce	200,000	200,000
Union Station	803,305	678,305
Law/Insurance/Court	4,213,419	4,052,120
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Police	55,493,041	60,477,684
Emergency Communications	3,769,762	3,389,291
Inspectional Services	4,934,362	4,981,033
Public Works and Parks	23,582,544	23,749,616
Transportation & Mobility	3,500,579	3,570,585
DCU Center	-	-
Public Facilities	3,510,450	3,476,069
Sustainability & Resilience	527,214	587,945
Finance	3,258,975	3,708,900
Assessing	1,169,205	1,194,136
Innovation & Technology	10,146,124	10,000,568
Enterprise (Golf)	-	-
Total City Services	186,875,699	195,022,594
Total Expenditures	867,223,736	893,002,939



FISCAL 2025 BUDGET PROCEDURE


The preparation of the Annual Budget for the City of Worcester is governed by the provisions of Chapter 44 of the Massachusetts General Laws. The budget process for Fiscal 2025 was initiated in August 2023, and at that time Budget Division staff met with the City Manager to establish the general budgetary guidelines and expectations for the coming fiscal year.

Following this session, the Administration and Finance Department Budget Division worked with City departments and divisions to update the City's Five Year Fiscal Forecast. In cooperation with the City's budget staff, each department then prepared a draft Fiscal 2025 operating budget. The draft operating budgets, including expenditure and revenue estimates, were submitted to the City Manager in March 2024.



Each department made a presentation to the City Manager justifying proposed budget adjustments and program changes for the coming fiscal year. The budget document was then developed consistent with Massachusetts General Laws, Chapter 44, requiring adequate appropriations for salaries, overtime, ordinary maintenance, debt service, fringe benefits, and capital outlay. Budget Division staff, in cooperation with departments and divisions, then finalized the budget documents for submission to City Council. The legal component of the annual budget document is the line item appropriation order which delineates appropriation amounts by division and appropriation account number.

The City of Worcester budget recommendation is developed in a manner consistent with the City's adopted Financial Integrity Plan. The budget is also developed in a manner that seeks to achieve excellence in the following areas recommended by the Government Finance Officers Association:

- **Policy Document:** The City's annual budget includes key financial policies.
 - **Financial Plan:** The City's budget indicates all revenue sources to be employed to sustain the identified appropriations.
 - **Operations Guide:** The budget document shows the organization and operational divisions of each City department including tables of organization and divisional breakdowns.
 - **Communications Device:** The budget document includes clear and comprehensible revenue and expenditure overviews which describe the overall budget including historical information and explanations of year-over-year changes in major revenue and expenditure categories. The entire budget is available online for public review as soon as it is submitted to City Council.
- 

FISCAL 2025 BUDGET PROCEDURE

By statute, the budget must be submitted to City Council within 170 days after the Council organizes in early January. The submission of the Fiscal 2025 Annual Budget to the City Council was on May 7, 2024.

The City Council has jurisdiction to make reductions, but cannot increase the proposed budget without the recommendation of the City Manager. Following submission of the budget, the City Council has 45 days in which to approve or reduce the proposed appropriation order. Should the Council fail to act within 45 days, the City Manager's recommended budget is appropriated. The Fiscal 2025 Annual Budget becomes effective on July 1, 2024.

Following the adoption of the City budget, the City must reconcile the budget with any changes in revenues and known expenditures prior to the setting of the tax rate in December. The Commonwealth's Department of Revenue evaluates the City budget in order to certify tax rates for the fiscal year. The City's property tax levy is determined by taking the total citywide appropriations and subtracting all known revenue sources other than property taxes. The amount required to balance the budget is the property tax levy for the City, assuming it is less than the City's property tax levy limit or levy ceiling as established by Proposition 2 ½.

The following Calendar summarizes the Budget Process for development and adoption of the Fiscal Year 2025 budget:

Fall 2023: Department meetings are held to address current fiscal year issues and identify implications for future fiscal years. The formal budget process is started at these meetings by assessing needs and budgetary issues citywide.

January 2024 – March 2024: Formal budget materials are distributed and collected for review. Follow up meetings with departments are held to finalize budget requests. City Manager reviews requests and makes recommendations for inclusion in the final budget recommendation.

March 2024 – April 2024: City Manager completes budget recommendations. Budget Office finalizes budget document for submission to City Council.

May 2024 – June 2024: City Council reviews final budget.

July 1, 2024: Fiscal Year 2025 Budget goes into effect.

FISCAL 2025 FINANCE POLICIES

City Charter Article Five—Financial Policies (Operating Budget) Section

5-1. SUBMISSION OF BUDGET

Within the period prescribed by general law, the City Manager shall submit to the City Council an annual budget which shall be a statement of the amounts recommended by him/her for proposed expenditures of the City for the next fiscal year. The annual budget shall be classified and designated so as to show separately with respect to each City agency or undertaking for which an appropriation is recommended as follows:

(1) Ordinary maintenance, which shall also include debt and interest charges matured and maturing during the next fiscal year, and shall be subdivided as follows:

(a) Salaries and wages of officers, officials, and employees other than laborers or persons performing the duties of laborers; and

(b) Ordinary maintenance not included under sub-section (a); and,

(2) Proposed expenditures for other than ordinary maintenance, including additional equipment, the estimated cost of which exceeds one thousand dollars.

The foregoing shall not prevent the City, upon recommendation of the City Manager and with approval, by majority vote, of the City Council, from adopting additional classifications and designations.

Section 5-2. ACTION ON THE BUDGET

(a) Public hearing:

The City Council may, and upon written request of at least ten registered voters shall, give notice of a public hearing to be held on the annual budget, prior to final action thereon, but not less than seven days after publication of such notice in a local newspaper. At the time and place so advertised, or at any time or place to which such public hearing may from time to time be adjourned, the City Council shall hold a public hearing on the annual budget as submitted by the City Manager, at which all interested persons shall be given an opportunity to be heard for or against the proposed expenditures or any item thereof.

FISCAL 2025 FINANCE POLICIES

(b) Adoption:

The City Council may, by majority vote, make appropriations for the purposes recommended and may reduce or reject any amount recommended in the annual budget, but except on

recommendation of the City Manager, shall not increase any amount in or the total of the annual budget, nor add thereto any amount for a purpose not included therein, except as provided in section thirty-three of chapter forty-four of the General Laws. Except as otherwise permitted by law or by this charter, all amounts appropriated by the City Council, as provided in this section, shall be for the purposes specified. In setting up an appropriation order or orders based on the annual budget, the City Council shall use, so far as possible, the same classifications required for the annual budget. If the City Council fails to take action with respect to any amount recommended in the annual budget, either by approving, reducing or rejecting the same, within forty-five days after its receipt of the budget, such amount shall, without any action by the City Council, become a part of the appropriations for the year, and shall be available for the purposes specified.

Failure to submit budget recommendations:

If the City Manager shall fail to submit the annual budget to the City Council within the period prescribed by general law, the City Council shall within thirty days upon its own initiative prepare the annual budget, as far as apt. Within fifteen days after such preparation of the annual budget, the City Council shall proceed to act by voting thereon and all amounts so voted shall thereupon be valid appropriations for the purposes stated therein to the same extent as though based upon a City Manager's annual budget, but subject, however, [to] such requirements, if any, as may be imposed by law. If the City Council fails to take action with respect to any amount recommended in the annual budget, either by approving, reducing, or rejecting the same, within fifteen days after such preparation, such amount shall, without further action by the City Council, become a part of the appropriations for the year, and be available for the purposes specified.

Section 5-3. SUPPLEMENTARY APPROPRIATIONS

Nothing in this section shall prevent the City Council, acting upon the written recommendation of the City Manager, from voting appropriations, not in excess of the amount so recommended, either prior or subsequent to the passage of the annual budget.

In case of the failure of the City Manager to transmit to the City Council a written recommendation for an appropriation for any purpose not included in the annual budget, which is deemed **FISCAL**

2025 FINANCE POLICIES

necessary by the City Council, after having been so requested by majority vote thereof, the City Council, after the expiration of seven days from such vote, upon its own initiative may make such appropriation by a vote of at least two thirds of its members, and shall in all cases clearly specify the amount to be expended for each particular purpose, but no appropriation may be voted hereunder so as to fix specific salaries of employees under the direction of boards elected by the people, other than the City Council.

Section 5-4. TRANSFER OF APPROPRIATIONS

On recommendation of the City Manager, the City Council may, by majority vote, transfer any amount appropriated for the use of any department to another appropriation to the same department, but no transfer shall be made of any amount appropriated for the use of any department to the appropriation for any other department except by a two-thirds vote of the City Council on recommendation of the City Manager and with the written approval of the amount of such transfer by the department having control of the appropriation from which the transfer is proposed to be made. No approval other than that expressly provided herein shall be required for any transfer under the provisions of this section.

Financial Integrity Plan:

In November of 2006, the City Council adopted policies intended to establish the Five Point Financial Plan which was intended to improve the city's long term financial stability. The Five Point Plan included a number of short and long terms goals and procedures followed by the administration during budget preparation as well as ongoing monitoring. In summary, the action of adopting the Financial Integrity Plan has accomplished the following:

- Created the North High Construction Fund and the Bond Rating Stabilization Fund.
- Established a dedicated reserve building funding source associated with ten years of Massachusetts School Building Authority reimbursements for construction costs incurred by the City in years past.
- Established an annual borrowing cap.

FISCAL 2025 FINANCE POLICIES

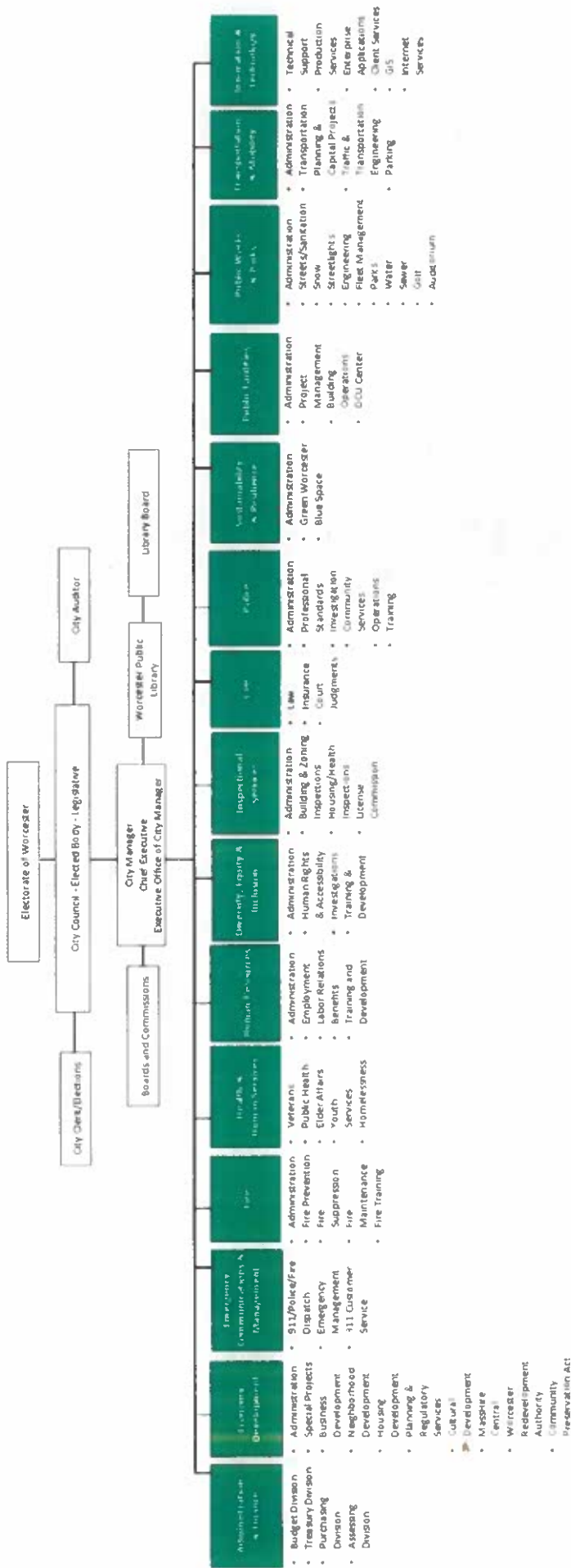
- As amended below and until reserve targets are met, the original plan established a reserve policy that places a limit on the appropriation of net free cash for operations at no more than 20%. The remaining free cash must be appropriated to the Bond Rating Stabilization Fund to build reserves to 5% of city revenues.

In October 2012, the Five Point Plan reserve policy was amended to include the requirement that 30% of net free cash be deposited into the City's Other Post-Employment Benefits (OPEB) Liability Trust Fund to begin to prefund the City's OPEB liability.

On March 28, 2017, the City Manager recommended to the Worcester City Council an update to the City's Long Term Financial Plan and renamed it the Financial Integrity Plan. The recommended Long Term Financial Plan adheres to prudent financial doctrine and practices as follows:

- Created a new High School Construction stabilization account for the construction of two (2) high school replacement projects, South High Community School and Doherty Memorial High School.
- Increased the General Fund reserve level target from 5% to 10% of General Fund revenues.
- Updated the City's annual tax levy supported debt from a fixed amount (adjusted for inflation) to subsequent debt issues being tied to debt service coverage (8-10% of the operating budget).
- Established an OPEB Trust Fund and Commission consistent with the Governmental Accounting Standards Board (GASB) promulgation GASB 45.
- Memorialized the budgetary assumptions and methodology.
- Recommended a practice where any Proposition 2 ½ new growth above the budget estimate shall be added to the unused levy capacity at the time of the tax rate recap.
- Enhanced financial reporting and transparency.

City of Worcester Organizational Chart: FY25





The City of
WORCESTER

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Eric D. Batista
City Manager



CITY OF WORCESTER

May 7, 2024

Attachment for Item # 10.39 A

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

In continuation of our collective efforts to build upon Worcester's standing as one of this country's great mid-sized cities, I submit to your Honorable Body the proposed Fiscal Year 2025 (FY25) operational and capital budgets. These budgets look to maintain our services and improve upon our operations while managing our resources with a clear understanding that the City must prepare for challenges ahead.

Empowering Progress: Investing in Equity, Talent, and Culture

When I was appointed City Manager in 2022, I discussed my strong belief in the potential of City government to serve as a voice for the Worcester community. Armed with a commitment to carefully consider our past and build a strategy for our future, I have been working with City Councilors, Cabinet, and my colleagues across the city to find ways to improve what we do and how we do it to ensure that it benefits all residents of Worcester. In furtherance of that effort, we have taken the time to reflect on how we think about equity, how we build talent, and how we strengthen our culture. While resources are thin, I believe this budget moves us forward on our path by continuing past progress and laying out the goals and objectives critical to our nascent strategic plan. With this Council's help, we will continue to ensure that we empower progress in a way that unlocks the full potential of Worcester's people and resources.



Revenues	Final FY24 Budget	Proposed FY25 Budget	FY24/25 Change	Percentage Change
Property Tax	377,780,173	396,160,848	18,380,675	4.9%
Local Receipts	52,827,468	56,665,950	3,838,482	7.3%
State Aid Education	367,359,158	387,183,357	19,824,199	5.4%
State Aid General	51,338,904	52,814,265	1,475,361	2.9%
MSBA/Other Available Funds	178,519	178,519	-	0.0%
Free Cash	17,739,514	-	(17,739,514)	-100.0%
Total Revenues	867,223,736	893,002,939	25,779,203	3.0%
Expenditures				
Education (WPS/Assessments)	505,898,599	532,960,820	27,062,221	5.3%
Fixed Costs	174,449,439	165,019,525	(9,429,914)	-5.4%
Contingency	4,186,285	6,677,731	2,491,446	59.5%
Public Safety	109,157,585	112,939,489	3,781,904	3.5%
Public Works & Parks	23,582,544	23,749,616	167,072	0.7%
Other Operational	49,949,285	51,655,758	1,706,473	3.4%
Total Expenditures	867,223,736	893,002,939	25,779,202	3.0%

The annual budget process begins with an analysis of the City's limited revenue streams. Overall revenues are projected to increase by \$25.8M from the FY24 Final Budget, or \$43.5M over the original FY24 Budget not including Budget Adjustments and Free Cash, for a total of \$893M. Revenue growth is experienced in the property tax (\$18.4M or 4.9%), state aid for education (\$19.8M or 5.4%), local receipts (\$3.8M or 7.3%), and local aid (\$1.5M or 2.9%). We anticipate solid growth in the property tax and are budgeting new growth of \$7.5M. State aid is based on the Governor's proposed budget, which will undoubtedly see changes as it navigates the legislative budget committees. The House of Representatives has already released its proposed budget which increases school funding by \$333K and reduces local aid by almost \$1M. Local receipts have been strong in FY24, and we're anticipating continued growth in Motor Vehicle Excise, Licenses & Permits, and especially Investment Income. While high Federal Reserve rates have a negative impact on the City's borrowing, there is a positive impact on the City's bank rates resulting in higher returns than in prior years.

Public budgets in Massachusetts must balance, which means that the \$893M in total projected revenues matches the \$893M in total projected expenditures. As with every year, the majority of this funding goes to education, with \$533M or approximately 60% committed to the Worcester Public Schools, charter schools, school choice, and special education. This represents a \$27M increase in education funding, of which \$23.8M is

dedicated to the Worcester Public Schools. The required increase in the local contribution – \$7.2M for a total of \$145.7M – is the highest in more than a decade. It is important to note that the budget also includes an estimated \$22M for school-related debt service – a number that is not accounted for under Chapter 70 education funding obligations. In that vein, we see increases in debt service (11.5%), pension obligations (2.8%), health insurance (3.3%), and other fixed costs that further impact our ability to direct funding to new or expanded services.

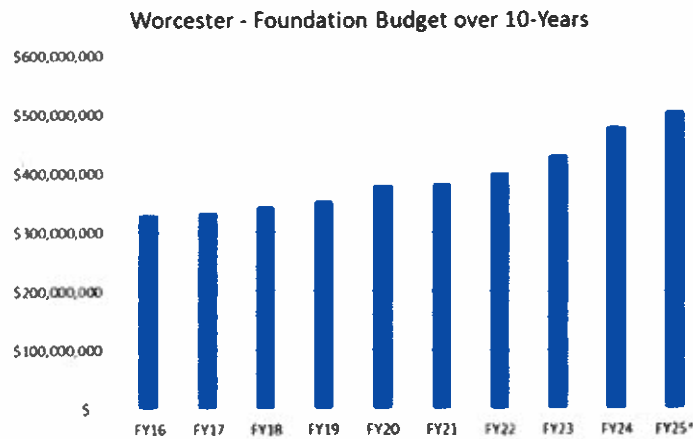
Like last year, I am also committed to providing a 3% Cost of Living Adjustment (COLA) to all staff, recognizing the challenging impact of inflation over the past few years. While non-negotiable to me, this more than \$4M cost understandably limits the amount of funds available for other priorities. At a far lesser scale, I am also committed to providing a 1.5% market adjustment to non-represented staff whose pay increases have not kept pace with collective bargaining agreements. As you know and have supported, over the years we have worked with unions to raise our minimum wage, increase those at the lowest end of the pay scale by two pay grades, provide no cost parking to all staff, and offer COLAs and adjustments to various unions that were not enjoyed by non-represented staff. Equity demands that we address the disparity. Finally, I am also proposing targeted increases to Cabinet. Members of the Cabinet have no automatic step increases and, except for COLAs, base pay for most has not changed for years. We reviewed compensation at some of our sister-cities across Massachusetts and we know our pay scale is flawed. Again, equity demands that we take action. During FY25 and into FY26, we are going to expand that analysis to all management and professional positions to ensure that disparities are addressed and differentials are appropriate.

The result of all these priorities is a budget that invests our limited resources where necessary and in a manner that prepares the City more strategically for the future.

Key Investments

Education

The vast majority of the City's increases were directed to Education. While State Aid for Education rose by \$19.8M, the City's own contribution from local funds increased by \$7.2M under the Chapter 70 formula. This continues a trend that has seen the City's local contribution to Education increase by more than \$20M over the past five years, while overall Chapter 70 Aid has increased by approximately \$100M. In Fiscal 2025, the Worcester Public Schools will receive \$485.7M, a \$23.8M increase over Fiscal 2024. Funding for Charter Schools, School Choice, and Special Education is at \$47.3M, an increase of \$3.2M over Fiscal 2024.



Fixed Costs

Fixed Costs is a critical component of the City's annual budget calculations, including pensions, health insurance, and debt service. In FY25, Fixed Costs are anticipated to be \$165M, a decrease from the FY24 Final Budget due to Free Cash investments in the Bond Rating Stabilization Fund (\$9.5M) and the OPEB Trust Fund (\$5.7M). Without these one-time contributions, Fixed Costs have increased approximately \$5.8M year over year.

The largest increase in Fixed Costs is debt service, which rises nearly \$5M as a result of investments in new schools, parks, and streets and sidewalks. In order to manage this debt load, we must limit our borrowing and find new ways to build revenues and reserves.

I am proposing under separate cover enhancements to the Financial Integrity Plan to solidify our reserves, primarily with one-time revenues. The next largest increase is pensions, which grows by just over \$1M, followed closely by health insurance. We are experiencing some savings in Fixed Costs by reducing the Snow budget by \$500K based on historic utilization. In only two years in the past two decades – 2009 and 2017 – have expenditures exceeded the \$6M allowance for snow.



Funding of over \$20M to various stabilization funds and trusts is a critical element in our ongoing fulfillment of the City’s Financial Integrity Plan. Notable contributions within these funds includes \$9.8M to the New High School Construction Fund for increasing debt service related to South High Community School and Doherty Memorial High School, and \$480K to the North High Construction Fund. Over \$2.5M is allocated to the Capital Campaign Stabilization Fund which supports debt service on Worcester Technical High School, Forest Grove Middle School, and library and senior center renovations. The City’s two District Improvements Districts – CitySquare and Ballpark – have combined budgets of approximately \$7M, funded by incremental taxes, permit fees, and hotel/meals taxes. We continue to increase our contributions to the OPEB Reserve Fund by 10% annually as we carry out our long-term goal of addressing the approximately \$1.2B liability that OPEB poses.

The City’s Contingency Budget is high this year – \$6.7M – due to outstanding union negotiations. Contingency includes only a \$250K base for a neighborhood advocates program and other potential items that might arise throughout the year. However, it also

includes \$4M for COLAs for union employees awaiting new contracts and \$2.5M for prior-year retroactive payments upon contract execution.

Public Safety

After education, public safety is the City's largest expense at \$113M or 12.7% of the FY25 Budget. This category includes Police, Fire, Inspectional Services, and Emergency Communications and reflects an approximately \$3.8M overall increase over FY24. Investments in public safety include new training opportunities in Police, as well as replacement safety equipment and firearms for officers. Police also includes a significant increase in OM to accommodate the demands of a temporary chiller while a longer-term HVAC solution is designed and implemented via the Capital Budget. In Fire, funds were proposed for a new staff position to improve our ability to review fire plans with a greater focus on hazardous processes, as well as a regrade of eight firefighter positions to enable a floating contingent that will reduce mandatory overtime due to mandated temporary promotions of other staff. In Inspectional Services, we're reestablishing the formal Building Commissioner position, adding one inspector for plumbing and gas work, enhancing the department's social work capacity, and finalizing our consolidation of licensing into department. In Emergency Communications, we're regrading certain positions to establish a clearer table of organization, adding three customer service representatives to both improve services and reduce demands on dispatchers, and incorporating an additional expectation of overtime due to lengthened work schedules.

Public Works & Parks

The Department of Public Works & Parks (DPW&P) is the next highest expense at \$23.7M or 2.7% of the FY25 Budget. It reflects a \$167K increase over FY24. DPW&P includes a number of regrades and transfers to realign budgets and tables of organization, increases in overtime to reflect actuals, increases for utility expenses, and increases in park investments, especially in aquatics with the implementation of a new contract to manage staffing of the City's public pools. The City is anticipating a combined 3% increase in water and sewer rates, due to a 4% increase in obligations to the Upper Blackstone, as well as increasing costs for maintenance and repair, utilities, chemical supplies, software, and environmental services. The proposed rates represent a \$0.04 increase on the water rate

and a \$0.35 increase on the sewer rate, or approximately \$4.96 on the average quarterly household bill.

Other City Services

While comprising relatively small percentages of the overall budget, there are many key departments that fulfill core elements of the City's mission due to passion and creativity. In Health & Human Services, we have increased staffing for veterans, we are funding our Youth Council, and we have moved national opioid settlement fund dollars to a special revenue fund offering an improved ability to strategically plan for long-term solutions. In Economic Development, we are preparing for a renewed zoning code while transitioning funding for Discover Central Massachusetts from the American Rescue Plan Act (ARPA) funding back to Ordinary Maintenance to continue our collective efforts to draw new visitors to Worcester and the DCU Convention Center & Arena. In Innovation & Technology, we are increasing our cybersecurity and expanding our presence in the cloud. Across the City, we are looking at reorganizations, efficiencies, technology, and other improvements so that we can continue to do more, and oftentimes more with less.

Centralization

A key aspect of our efforts to do more with less is a strategic approach to centralization. While our City has varied responsibilities and diverse interests, it has one purpose captured by our theme of empowering progress. Progress means finding our voice, working together, and achieving the otherwise impossible. I am working with departments across the City to build centralized systems that will allow us to capitalize on expertise and provide efficiencies for departments to do more. The City Manager's Office serves as the hub of the City Administration, and therefore has an important responsibility defining and explaining all that we do. As part of that effort, I have worked to improve communications among departments, with City Council, with the media, and with the public at large. One element is the creation of a marketing and public relations team. This group, currently including writers and videographers, will continue to expand with the transfer of two positions from Innovation & Technology (DoIT) to the City Manager's Office to focus on web design and outreach, and one position from Public Health to continue to craft our message to the community. A team needs a leader, however, so I've added a

position into the FY25 Budget to serve as Director of Marketing & Public Relations. In HR, we are also looking to craft a team that can collaborate with City departments to recruit and retain a diverse, talented workforce. We have consolidated HR business partners from DPW&P and Police into HR, as well as a Risk Management position from DPW&P. We have added a Leave Management Specialist who can work with supervisors to manage paid leave and the impacts it has on operations. Our new Workday Human Capital Management (HCM) system, which is expected to go live in early 2025, will provide a centralized human resource system serving as a one-stop shop for staff and management alike. In Administration & Finance, we are taking the first steps to centralize procurement, building a system that will both serve and lead departments to ensure the highest value and the lowest price, with opportunities for vendors across the spectrum. We are also refunding the grants acquisition position in the Budget Office, providing centralized support for identifying and submitting grant applications. Finally, in DoIT, I am empowering our technological leads to truly lead on technology, working with departments to ensure that new technologies are innovative, integrated, and secure.

An operating budget is only one aspect of our financial planning. The capital budget has even more impact on our future than today's annual operating budget. Today's capital budget is tomorrow's debt service, as well as tomorrow's operating costs as it relates to utilities, maintenance, fuel, etc. Soliciting feedback from across City leadership, we are proposing an FY25 capital borrowing of \$136M, a significant portion of which is Massachusetts School Building Authority (MSBA)-related borrowing or enterprise/self-funded borrowing. Only \$41.8M of the capital budget represents tax levy operational needs, a decrease of almost \$5M from FY24. We have looked to invest in public safety vehicles, City facilities and energy efficiencies, the DCU, street and sidewalk design and construction, a plethora of park projects, and water and sewer needs. We are also investing in technology and equipment, to ensure our staff have the tools they need to do the work they do. One important note on schools. The Superintendent and I have had very productive conversations about the needs and limitations of our shared facilities. As you know, we have a significant number of school-related projects underway and are anticipating future movement on a new Burncoat Middle & High School. A few months ago, with your approval, I created a new School Capital Maintenance Fund to help support

school-related activities. As part of a longer-term strategy, for the next five years I am proposing the City increase its contribution to WPS facility needs by \$1M, supported by Community Development Block Grant dollars, as we look to find new and innovative sources for both City and School building investment.

Empowering Progress

I appreciate the City Council's consideration of these proposed budgets. Crafting a budget is a challenging process and few leave the table completely satisfied, myself included. There is always more we want to do. And in some cases, there is always more that we should do. But we face limited resources, and those limits are undoubtedly going to continue into the future. I believe this budget is a step forward in the right direction as we navigate the needs of today and the demands of tomorrow.

The Fiscal 2025 Operation and Capital Budgets are available on the City's website at the link below:

<http://www.worcesterma.gov/finance/budget-central>

Respectfully submitted,



Eric D. Batista
City Manager

FISCAL YEAR 2025

EMPOWERING PROGRESS: INVESTING IN EQUITY, TALENT, AND CULTURE

Annual Operating Budget



The City of
Worcester

Eric D. Batista, City Manager

PARKS, RECREATION & CEMETERY

Jay J. Fink, P.E., Commissioner
50 Skyline Drive
Worcester, Massachusetts 01605
(508) 799-1190

Mission: To provide efficient and effective grounds maintenance, permitting and renovations at/for over sixty parks and playgrounds. In addition, the Division maintains and repairs public park buildings, manages the City's urban forest (street trees) and the Division's comprehensive summer aquatic and recreation programs. The Division is also responsible for maintaining and managing a 160+ acre cemetery (including burials), completing the physical set up for all National, State and Local elections, and providing staff and technical support to the Parks and Recreation Commission, Hope Cemetery Commission, Grand Army of the Republic (GAR) Hall, and Auditorium Board of Trustees.

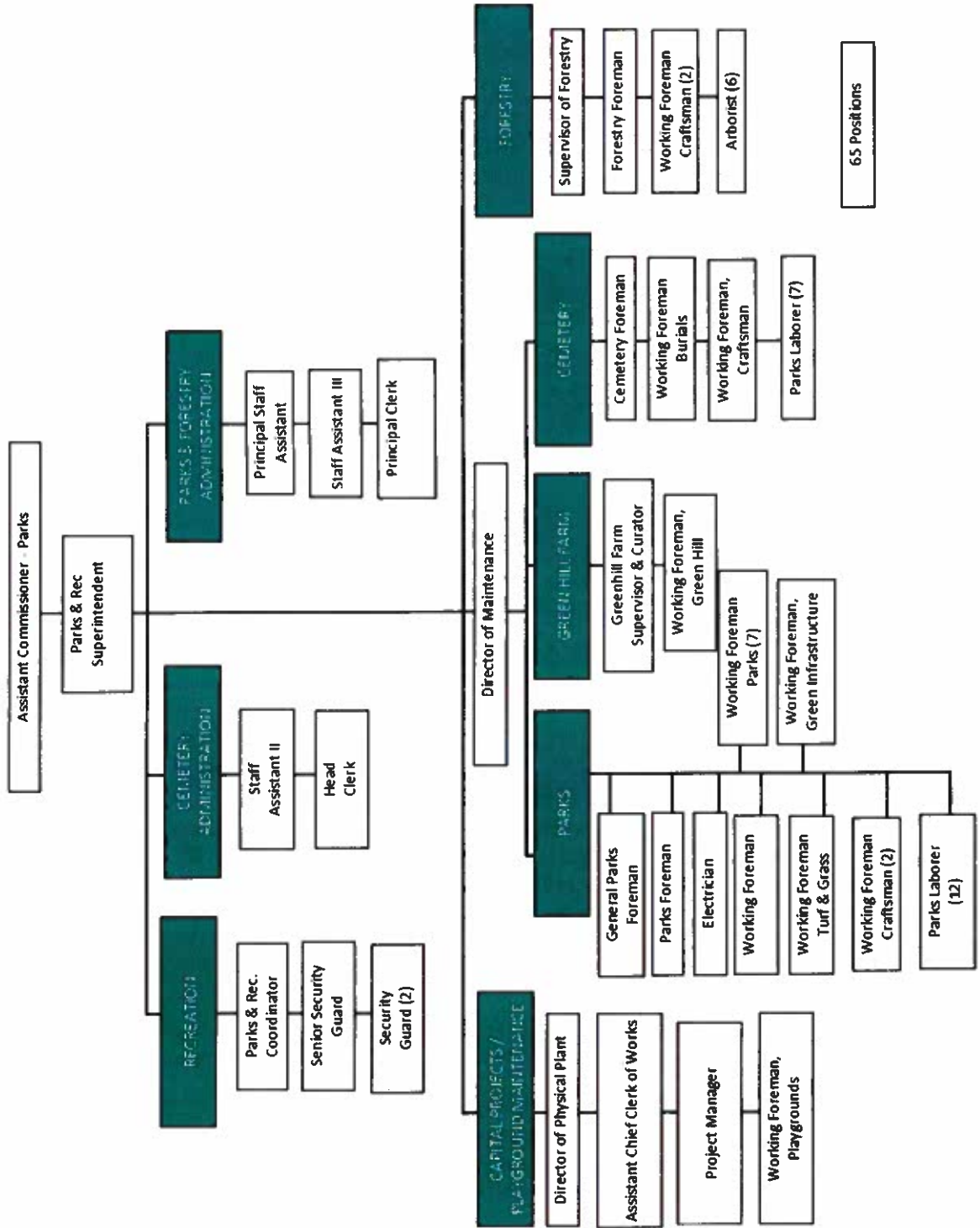
Department Allocation Summary

<u>Expenditures</u>	<u>Actuals</u> <u>Fiscal 2023</u>	<u>Approved</u> <u>Budget for</u> <u>Fiscal 2024</u>	<u>Actuals</u> <u>as of</u> <u>3/31/24</u>	<u>Recommended</u> <u>Appropriation</u> <u>Fiscal 2025</u>
Salaries	\$ 4,633,011.89	\$ 4,621,230.00	\$ 3,006,813.00	\$ 4,511,823.00
Overtime	698,305.05	529,062.00	479,262.00	529,062.00
Ordinary Maintenance	2,462,087.40	2,777,548.00	1,371,181.00	3,150,956.00
Capital Outlay	32,025.50	-	-	-
Total Expenditures	\$ 7,825,429.84	\$ 7,927,840.00	\$ 4,857,256.00	\$ 8,191,841.00
Total Positions	64	64	64	65

Operating Budget Highlights

The tax levy budget for Fiscal 2025 is recommended to be \$8,191,841, which is an increase of \$264,001 from the Fiscal 2024 amount of \$7,927,840. The salary decrease is the net result of the addition of the new Supervisor of Parks Maintenance Position, two regrades of Clerk of Works, and a 3% Cost of Living Adjustment (COLAs) and 1.5% Market Adjustments for non-represented employees. For unions without settled contracts, funding for a similar COLA adjustment has been appropriated to the Contingency budget and will be transferred to departments upon execution of union contracts. These increases were offset by an increase in vacancy factor and the transfer of the aquatics contract to Ordinary Maintenance. The Ordinary Maintenance increase is a result of a new aquatics contract with the YMCA and increases to parks maintenance supplies and services. Overtime will remain level funded to Fiscal 2024.

**DEPARTMENT OF PUBLIC WORKS & PARKS
PARKS / RECREATION / HOPE CEMETERY DIVISION
ORGANIZATIONAL CHART**



JAY J. FINK, P.E., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2025
DEPARTMENT OF PUBLIC WORKS & PARKS
DIVISION OF PARKS / RECREATION / HOPE CEMETERY #CC1076

FY24 TOTAL POSITIONS	APPROVED FY24 AMOUNT	PAY GRADE	TITLE	FY25 TOTAL POSITIONS	RECOMMENDED FY25 AMOUNT
1	\$ 138,657.00	51EM	ASSISTANT COMMISSIONER PARKS	1	\$ 145,450.00
1	88,546.00	46EM	DIRECTOR OF PHYSICAL PLANT	1	92,887.00
0	-	44EM	SUPERVISOR OF PARKS MAINTENANCE	1	104,500.00
1	85,611.00	40M	RECREATION COORDINATOR	1	89,810.00
1	65,344.00	40M	PRINCIPAL STAFF ASSISTANT	1	71,198.00
0	-	45M	ASSISTANT CHIEF CLERK OF WORKS	1	88,043.00
1	83,104.00	40	CLERK OF WORKS, GRADE D	0	-
0	-	42M	PROJECT MANAGER	1	84,922.00
1	80,191.00	39	CLERK OF WORKS, GRADE C	0	-
1	74,663.00	37	STAFF ASSISTANT 3	1	78,333.00
1	46,405.00	24	CUSTOMER SERVICE REP	1	46,584.00
1	51,639.00	4	SENIOR SECURITY GUARD	1	57,762.00
2	100,397.00	2	SECURITY GUARD	2	92,465.00
11	\$ 814,557.00		REGULAR SALARIES	12	\$ 951,954.00
1	\$ 88,610.00	43EM	DIRECTOR OF MAINTENANCE PARKS/CEMETERY	1	\$ 92,952.00
1	71,601.00	40M	GREENHILL FARM SUPERVISOR & CURATOR	1	77,801.00
1	81,079.00	40	ELECTRICIAN	1	81,391.00
1	76,948.00	40	GENERAL PARK FOREMAN	1	80,688.00
1	70,388.00	36	PARKS FOREMAN	1	70,658.00
2	119,497.00	34	WORKING FOREMAN, CRAFTSMAN	2	131,504.00
1	65,500.00	34	WORKING FOREMAN, GARDENER	1	65,752.00
1	41,481.00	34	WORKING FOREMAN PARKS (GREEN INFRASTRUCTURE)	1	65,752.00
10	540,017.00	34	WORKING FOREMAN PARKS	10	639,561.00
12	575,898.00	26	PARK LABORER	12	541,172.00
31	\$ 1,731,019.00		REGULAR SALARIES	31	\$ 1,847,231.00
1	\$ 90,003.00	44EM	SUPERVISOR OF FORESTRY	1	94,414.00
1	70,388.00	36	FORESTRY FOREMAN	1	70,658.00
2	131,000.00	34	WORKING FOREMAN, CRAFTSMAN	2	131,504.00
6	283,710.00	28	ARBORIST	6	290,062.00
10	\$ 575,101.00		REGULAR SALARIES	10	\$ 586,638.00
1	\$ 70,388.00	36	CEMETERY FOREMAN	1	\$ 70,658.00
1	69,457.00	35	STAFF ASSISTANT 2	1	72,856.00
2	131,000.00	34	WORKING FOREMAN BURIALS	2	131,504.00
1	50,524.00	32	HEAD CLERK	1	52,618.00
7	329,303.00	26	PARK LABORER	7	331,251.00
12	\$ 650,672.00		REGULAR SALARIES	12	\$ 658,887.00
64	\$ 3,771,349.00		TOTAL SALARIES - ALL DIVISIONS	65	\$ 4,044,710.00
	(106,313.00)		VACANCY FACTOR		(164,343.00)
	7,389.00		EM INCENTIVE PAY		9,591.00
	252,909.00		CONTRACTUAL STIPENDS-MEO RATES		252,909.00
	152,500.00		HOPE CEMETERY TEMPORARY LABORERS		202,500.00
	245,500.00		PARKS TEMPORARY STAFF		245,500.00
	111,300.00		PARKS STEWARD/ TEMPORARY STAFF		111,300.00
	367,500.00		AQUATICS PROGRAM/TEMPORARY STAFF		-
64	\$ 4,802,134.00		TOTAL RECOMMENDED SALARIES-ALL DIVISIONS	65	\$ 4,702,167.00

JAY J. FINK, P.E., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2025

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF PARKS / RECREATION / HOPE CEMETERY #CC1076

FY24 TOTAL POSITIONS	APPROVED FY24 AMOUNT	PAY GRADE	TITLE	FY25 TOTAL POSITIONS	RECOMMENDED FY25 AMOUNT
			FUNDING SOURCES:		
	\$ (166,496.00)		PROJECT FUNDS		\$ (176,236.00)
	(14,408.00)		CREDIT FROM GOLF COURSE		(14,108.00)
	<u>\$ (180,904.00)</u>		TOTAL FUNDING SOURCES		<u>\$ (190,344.00)</u>
<u>64</u>	<u>\$ 4,621,230.00</u>		TOTAL RECOMMENDED PERSONAL SERVICES	<u>65</u>	<u>\$ 4,511,823.00</u>
	\$ 52,000.00		RECREATION DIVISION OVERTIME		\$ 52,000.00
	220,000.00		MAINTENANCE DIVISION OVERTIME		220,000.00
	135,000.00		FORESTRY DIVISION OVERTIME		135,000.00
	65,753.00		HOPE CEMETERY DIVISION OVERTIME		65,753.00
	56,309.00		SNOW REMOVAL OVERTIME		56,309.00
	<u>\$ 529,062.00</u>		TOTAL RECOMMENDED OVERTIME		<u>\$ 529,062.00</u>
	\$ 5,000.00		ARCHITECTS		\$ 5,000.00
	20,000.00		AUTO FUEL NO LEAD GAS		20,000.00
	17,000.00		AUTOMOTIVE SUPPLIES		17,000.00
	93,500.00		BUILDING SUPPLIES		93,500.00
	5,500.00		CHEMICAL SUPPLIES		5,500.00
	5,000.00		CLEANING SERVICES		5,000.00
	23,500.00		CUSTODIAL SUPPLIES		26,000.00
	18,200.00		DIESEL FUEL		18,200.00
	156,000.00		ELECTRICITY		156,000.00
	30,500.00		ENVIRONMENTAL SERVICES		43,000.00
	2,600.00		EXTERMINATOR SERVICES		2,600.00
	800.00		FOOD SUPPLIES		800.00
	1,126,672.00		HIRED SERVICES		120,405.00
	-		HIRED SERVICES - AQUATICS CONTRACT		667,500.00
	20,500.00		IT HARDWARE SUPPLIES & MAINTENANCE		20,500.00
	92,000.00		LANDSCAPING SUPPLIES		167,000.00
	90,026.00		LEASES & RENTALS		29,726.00
	3,350.00		LICENSES		3,350.00
	400,000.00		MAINTENANCE & REPAIR		609,000.00
	179,000.00		MAINTENANCE/REPAIR VEHICLE		179,000.00
	500.00		MEDICAL SUPPLIES		500.00
	4,250.00		MEMBERSHIP DUES		4,250.00
	15,000.00		NATURAL GAS		15,000.00
	9,100.00		NEWSPAPER ADVERTISING		9,100.00
	22,000.00		NON-NETWORK SOFTWARE & SUPPORT		43,696.00
	29,500.00		OFFICE SUPPLIES		29,500.00
	1,400.00		OTHER CHARGES & EXPENDITURES		-
	154,205.00		PARTS/EQUIPMENT SUPPLIES		154,205.00
	24,000.00		PERFORMERS		24,000.00
	900.00		PHYSICIANS		900.00
	13,300.00		POLICE DETAIL		13,300.00
	1,000.00		POSTAGE		1,000.00
	2,000.00		PREPARED MEALS		2,000.00
	21,345.00		PRINTING SUPPLIES & SERVICES		21,345.00
	80,500.00		RECREATIONAL SUPPLIES		80,500.00
	4,200.00		REGISTRATION FEES		4,200.00
	2,400.00		RUBBISH REMOVAL		28,900.00
	13,000.00		SAFETY SUPPLIES		-
	10,600.00		SAND & GRAVEL SUPPLIES		12,000.00

JAY J. FINK, P.E., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2025

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF PARKS / RECREATION / HOPE CEMETERY #CC1076

FY24 TOTAL POSITIONS	APPROVED FY24 AMOUNT	PAY GRADE	TITLE	FY25 TOTAL POSITIONS	RECOMMENDED FY25 AMOUNT
	7,000.00		SECURITY SERVICES		7,000.00
	3,100.00		SUBSCRIPTIONS		600.00
	25,000.00		TAG DAY		25,000.00
	28,000.00		TELEPHONE		28,000.00
	4,800.00		TRAINING CERTIFICATIONS		4,800.00
	1,300.00		TRAVEL		1,300.00
	-		TREE REMOVAL		440,779.00
	10,000.00		VETERINARIANS		10,000.00
	<u>\$ 2,777,548.00</u>		TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 3,150,956.00</u>
	<u>\$ 7,927,840.00</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 8,191,841.00</u>



The City of
WORCESTER

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GOLF

Jay J. Fink P.E., Commissioner
 1929 Skyline Drive
 Worcester, Massachusetts 01605
 (508) 799-1359

Mission: The mission of the Green Hill Golf Course since 1929 is to provide a first-class golf experience by efficiently and innovatively managing the City's 18-hole municipal golf course and driving range.

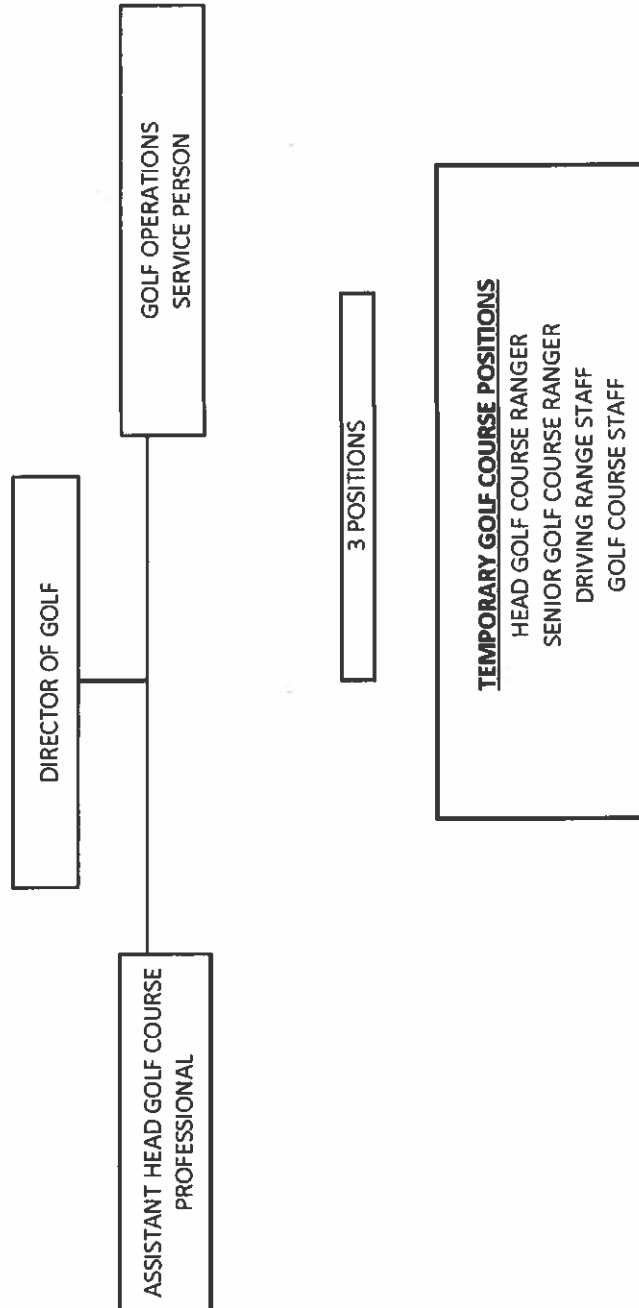
Department Allocation Summary

<u>Expenditures</u>	<u>Actuals</u> <u>Fiscal 2023</u>	<u>Approved</u> <u>Budget for</u> <u>Fiscal 2024</u>	<u>Totals</u> <u>as of</u> <u>3/31/24</u>	<u>Recommended</u> <u>Appropriation</u> <u>Fiscal 2025</u>
Salaries	\$ 374,577.72	\$ 370,068.00	\$ 241,859.00	\$ 395,533.00
Overtime	-	-	-	-
Ordinary Maintenance	953,493.87	1,015,820.00	739,756.00	1,052,720.00
Debt Service	401,554.94	226,923.00	226,923.00	225,092.00
Transfer of Services	40,943.00	42,527.00	42,527.00	43,006.00
Fringe Benefits	137,703.00	152,217.00	114,922.00	156,822.00
Total Expenditures	\$ 1,908,272.53	\$ 1,807,555.00	\$ 1,365,987.00	\$ 1,873,173.00
Total Positions	3	3	3	3

Operating Budget Highlights

The budget for Fiscal 2025 is recommended to be \$1,873,173 which is an increase of \$65,618 from the Fiscal 2024 amount of \$1,807,555. The salary increase is mainly due to 3% Cost of Living Adjustments (COLAs), and a 1.5% Market Adjustment for non-represented employees. The increase of \$36,900 from Fiscal 2024 in Ordinary Maintenance is due to an increase in the golf cart lease contract.

**DEPARTMENT OF PUBLIC WORKS & PARKS
MUNICIPAL GOLF COURSE
ORGANIZATIONAL CHART**



JAY J. FINK, P.E., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2025

DEPARTMENT OF PUBLIC WORKS & PARKS

MUNICIPAL GOLF COURSE #CC1065

FY24 TOTAL POSITIONS	RECOMMENDED FY24 AMOUNT	PAY GRADE	TITLE	FY25 TOTAL POSITIONS	RECOMMENDED FY25 AMOUNT
1	\$ 114,683.00	44EM	DIRECTOR OF GOLF	1	\$ 119,853.00
1	82,590.00	39M	GOLF OPERATIONS SERVICE PERSON	1	86,314.00
1	41,049.00	25	ASSISTANT HEAD GOLF COURSE PROFESSIONAL	1	43,342.00
3	\$ 238,322.00		TOTAL REGULAR SALARIES	3	\$ 249,509.00
	4,631.00		EM INCENTIVE PAY		4,149.00
			<u>GOLF COURSE TEMPORARY STAFF:</u>		
	35,640.00	FLT	HEAD GOLF COURSE RANGER		50,400.00
	8,818.00	FLT	SENIOR GOLF COURSE RANGER		8,818.00
	30,500.00		DRIVING RANGE TEMPORARY STAFF		30,500.00
	52,157.00		GOLF COURSE TEMPORARY STAFF		52,157.00
	127,115.00		TOTAL TEMPORARY STAFF		141,875.00
3	\$ 370,068.00		TOTAL RECOMMENDED PERSONAL SERVICES	3	\$ 395,533.00
	\$ 6,700.00		AUTO FUEL		\$ 6,700.00
	69,000.00		BOTTLED WATER		700.00
	7,200.00		BUILDING SUPPLIES		7,200.00
	14,000.00		CATERED MEALS		14,000.00
	4,500.00		CONSULTANTS		4,500.00
	39,100.00		ELECTRICITY		39,100.00
	5,000.00		FOOD SUPPLIES		5,000.00
	-		GOLF SOFTWARE		4,000.00
	2,500.00		HARDWARE STORE SUPPLIES		-
	628,220.00		HIRED SERVICES		628,220.00
	500.00		IT HARDWARE SUPPLIES & SERVICES		500.00
	48,000.00		LEASES & RENTALS		84,900.00
	33,000.00		MAINTENANCE & REPAIR		33,000.00
	5,000.00		MEMBERSHIP DUES		5,000.00
	6,500.00		NATURAL GAS		6,500.00
	7,000.00		NEWSPAPER ADVERTISING		7,000.00
	5,100.00		NON-NETWORK SOFTWARE & SUPPORT		5,100.00
	2,200.00		OFFICE SUPPLIES		2,200.00
	14,700.00		OTHER CHARGES & EXPENDITURES		-
	9,000.00		OTHER PROFESSIONAL SERVICES		9,000.00
	3,000.00		PARTS/EQUIPMENT SUPPLIES		5,500.00
	500.00		POSTAGE		500.00
	5,200.00		PRINTING SUPPLIES & SERVICES		5,200.00
	95,900.00		RECREATIONAL SUPPLIES		95,900.00
	700.00		SECURITY SERVICES		700.00
	2,300.00		TELEPHONE		2,300.00
	1,000.00		TRAVELING		1,000.00
	-		UTILITIES - WATER		79,000.00
	\$ 1,015,820.00		TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 1,052,720.00
	\$ 166,720.00		DEBT PRINCIPAL		\$ 172,040.00
	60,203.00		DEBT INTEREST		53,052.00
	\$ 226,923.00		TOTAL RECOMMENDED DEBT SERVICE		\$ 225,092.00

JAY J. FINK, P.E., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2025
DEPARTMENT OF PUBLIC WORKS & PARKS
MUNICIPAL GOLF COURSE #CC1065

FY24 TOTAL POSITIONS	RECOMMENDED FY24 AMOUNT	PAY GRADE	TITLE	FY25 TOTAL POSITIONS	RECOMMENDED FY25 AMOUNT
	<u>\$ 42,527.00</u>		TOTAL RECOMMENDED TRANSFER OF SERVICES		<u>\$ 43,006.00</u>
	\$ 56,861.00		HEALTH INSURANCE	\$	59,289.00
	11,000.00		UNEMPLOYMENT COMPENSATION		11,000.00
	66,346.00		CONTRIBUTORY PENSIONS		68,776.00
	18,010.00		PENSION OBLIGATION BONDS		17,757.00
	<u>\$ 152,217.00</u>		TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$</u>	<u>156,822.00</u>
	<u>\$ 1,807,555.00</u>		TOTAL RECOMMENDED BUDGET	<u>\$</u>	<u>1,873,173.00</u>
	(1,807,555.00)		FUNDING SOURCES:		(1,873,173.00)
	-		GOLF COURSE REVENUES		-
	<u>\$ (1,807,555.00)</u>		TAX LEVY SUBSIDY		-
			TOTAL FUNDING SOURCES	<u>\$</u>	<u>(1,873,173.00)</u>
	<u>\$ -</u>		TOTAL RECOMMENDED TAX LEVY	<u>\$</u>	<u>-</u>



Eric D. Batista
City Manager

CITY OF WORCESTER

cm2024may03114307

Attachment for Item # 10.39 B

May 7, 2024

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

I respectfully request the review, deliberation, and approval of the Fiscal Year 2025 Capital Budget, submitted for the consideration of your Honorable Body.

Respectfully submitted,

Eric D. Batista
City Manager



The City of **WORCESTER**

Fiscal Year 2025

Capital Budget

Eric D. Batista, City Manager

Fiscal 2025 CAPITAL IMPROVEMENT PLAN

Budget Message

This comprehensive, five-year Capital Improvement Plan for Fiscal Years 2025-2029 takes into account the collective priorities of our community, City Council, and my administration following the vision of the City Strategic Plan. As we continue to implement a long-term strategy, we also consider the need for flexibility during a time of rising capital borrowing costs.

Many of the capital projects proposed in this Capital Improvement Plan will have a positive impact during Fiscal 2025, whereas some are multi-year programs that will yield results in the coming years. In the table below, projects with prior year loan authorization depict ongoing facility and infrastructure programs for which City Council has previously approved loan orders. Projects with new authorization in Fiscal 2025 represent new projects and/or ongoing projects that require increased loan authority.

Funding Source	Remaining Prior Year Authorization	FY25 New Authorization	FY25 Borrowing	Other Funding (Grants, etc.)
Tax Levy	\$ 38,273,858	\$ 46,371,444	\$ 41,755,302	\$ 32,573,981
ESCo	-	1,200,000	1,200,000	-
Golf Enterprise	150,000	-	75,000	-
Off Street Parking	2,950,000	150,000	1,200,000	-
Water Enterprise	3,700,000	18,070,000	19,655,000	-
Sewer Enterprise	15,296,000	20,430,000	21,266,000	4,500,000
DCU	9,606,708	-	9,606,708	-
WPS - MSBA	41,250,000	-	41,250,000	28,000,000
Grand Total	\$ 111,226,566	\$ 86,221,444	\$ 136,008,010	\$ 65,073,981

In total, this Fiscal 2025 CIP recommends a total annual borrowing of \$136M, \$41.25M or 30% of which is related to Worcester Public Schools – Massachusetts School Building Authority (MSBA) projects. The Fiscal 2025 CIP also includes a total tax levy capital borrowing of \$41.75M, approximately \$3.9M below Fiscal 2024 recommendations; enterprise and self-funded borrowing of \$51.8M, and \$65M in potential grant funding to be invested in the City. I am recommending \$86.2M in new loan authorization for Fiscal 2025 to be approved by City Council. These recommendations include mission critical equipment like new public safety vehicles in Police, and Fire; investments in cloud data transfers and backups through the Department of Innovation & Technology; investments in core assets like our public schools, police headquarters, fire stations, and City Hall; the design of safer, more inclusive streets through the Department of Transportation and Mobility, as well as the maintenance of our streets and parks through the Department of Public Works. Additionally, we are recommending key investments in our Water, Sewer, and Off-Street Parking enterprise accounts.

Fiscal 2025 CAPITAL IMPROVEMENT PLAN

Allocation by Category and Funding Source

Category	FY25 Tax Levy Borrowing	FY25 Self Supporting Debt	Other Funding (Grants, etc.)	FY25 Total Project Investment
Equipment	\$ 8,015,302	\$ 4,206,708	\$ -	\$ 12,222,010
WPS Equipment	500,000	-	-	500,000
Facility Improvements	8,965,000	11,280,000	200,000	20,445,000
WPS Facility Improvement	3,500,000	-	11,000,000	14,500,000
WPS - MSBA Facility Improvement	41,250,000	-	28,000,000	69,250,000
Infrastructure	20,775,000	36,316,000	25,873,981	82,964,981
ESCo Infrastructure	1,200,000	-	-	1,200,000
Grand Total	\$ 84,205,302	\$ 51,802,708	\$ 65,073,981	\$ 201,081,991

Equipment

For Fiscal 2025, I am recommending a total investment of \$12.7M in new equipment borrowing, of which \$8.5M is tax levy supported. Notable purchases include \$3.9M in public safety radio systems, \$745K in Police Cruisers, and \$1.2M in cloud transition related costs.

Other major equipment purchases include:

- \$1.6M in Fire Prevention vehicles
- \$1M in DCU related equipment
- \$750K in both DPW and Parks equipment
- \$2.9M total between Water and Sewer equipment

Facility Improvement

I am recommending an investment of \$104.2M in facility improvements, \$53.7M of which is tax levy supported. The major contributor to this category is MSBA-related projects totaling \$41.25M in anticipated Fiscal 2025 borrowing. Projects include the construction of Doherty Memorial High School, as well as ongoing roof, ADA, and code compliance upgrades at Worcester Arts Magnet Elementary School.

Other facility improvement projects include:

- \$3.5M for non-MSBA school rehabilitation
- \$1.65M for City Hall related improvements
- \$1.2M for Police headquarters HVAC replacement and electrical improvements
- \$920K for the South Division Firehouse replacement project design and other station work
- \$8.6M for DCU renovations
- \$1.6M for Union Station as a match to Federal Transit Authority funding
- \$500K each for both DPW and Parks building projects
- \$1M for the roof of the Worcester Memorial Auditorium
- \$2.7M in total Water & Sewer investments

Fiscal 2025 CAPITAL IMPROVEMENT PLAN

Infrastructure

Of the \$84.2M recommended in infrastructure upgrades, we recommend \$11M in borrowing for resurfacing be allocated to the Department of Public Works, \$1M be allocated to the Department of Transportation for street design and traffic signals, and \$1.2M to Sustainability and Resilience for an audit of our municipal buildings' energy efficiency.

Other infrastructure projects include:

- \$7.3M for various park improvement efforts
- \$19.3M for various sewer infrastructure projects including interceptor rehabilitation and reconstruction projects
- \$15.75M for various water projects including improvements to water mains, as well as repairs and replacement of water meters

WPS Equipment and Facility Improvement

I am recommending a total of \$15M for various equipment purchases and facility repairs at our Worcester Public Schools. This includes \$4.5M for general building rehabilitation, \$1M of which will come from Community Development Block Grant funds and the remainder from Tax Levy; \$10M of ARPA funding for ADA and code compliance projects, and \$500K in capital equipment funding. In addition, as referenced above, I am recommending approximately \$69.25M, including State contributions, for Massachusetts School Building Authority-related projects, primarily to continue the construction of Doherty Memorial High School and complete roof, ADA, and code compliance upgrades at Worcester Arts Magnet Elementary School.

Budget Process

Putting fiscal responsibility first and foremost, the Budget Office developed an analytical budget process ensuring all capital requests are assessed and prioritized to formulate a sound, long-term Capital Improvement Plan. As we evaluate the City's short- and long-term capital needs, our current resources and expectations, and the potential of grant funds, we believe the current proposed Fiscal 2025 Capital Improvement Plan represents a solid investment in the City and will assist in maintaining our capacity to respond to present conditions while setting a foundation for continued growth and expansion.

Capital & Debt Policy

- The City will maintain a multi-year approach for the Capital Improvement Plan
- A capital asset is defined as an asset that has a useful life of one year or more
- Any capital asset to be financed shall have a minimal unit cost of \$5,000, and a useful life of five years or more
- Capital assets with a unit cost of less than \$5,000 and/or a useful life of less than 5 years are to be purchased with cash thru the Operating Budget in the Capital Outlay account
- The City will obtain financing only when necessary
- Debt financing will not be considered appropriate for recurring costs such as operating and maintenance expenditures
- The City will utilize external bond counsel for all debt issues

Fiscal 2025 CAPITAL IMPROVEMENT PLAN

- Continual review of all outstanding debts will be undertaken to determine refunding opportunities
- Refunding will be considered if and when there is an economic benefit of the refunding
- The City will seek to amortize general obligation bonds with level principal and interest costs over the life of the issue
- The City will seek to issue its general bond obligations in a competitive sale unless determined that such a sale method will not produce the best results for the City.

Five Year Debt Service Projection

The following table illustrates the current debt service obligations of the City of Worcester before any of the borrowing included in the Fiscal 2025 Capital Improvement Plan. This table shows the amount of debt retired each year as well as a breakdown of the debt obligations by funding source.

Funding Source	FY25 Total Debt	FY26 Total Debt	FY27 Total Debt	FY28 Total Debt	FY29 Total Debt
Tax Levy	\$45,721,035	\$40,591,494	\$36,832,669	\$33,801,662	\$29,981,428
Water	7,623,870	7,254,498	6,470,965	5,979,830	5,257,828
Sewer	12,429,910	11,602,601	10,906,531	10,100,735	9,744,360
Building Campaign	2,595,780	748,931	224,400	-	-
North High School	1,156,476	1,134,737	1,117,124	980,391	971,429
New High School	13,523,578	15,579,768	13,603,918	13,188,358	12,795,938
Off Street Parking	2,312,511	2,191,315	2,097,956	1,898,954	1,778,341
Airport	5,012	2,783	1,723	-	-
DCU Center	3,433,913	3,200,413	3,063,537	3,003,819	2,366,308
City Square	4,135,688	4,150,678	4,177,879	4,164,973	4,185,008
Golf	225,091	221,099	208,698	187,839	168,657
PILOT Parks	244,003	176,560	155,846	131,100	20,708
CSX Parks	98,946	95,412	92,381	-	-
HUD	37,528	-	-	-	-
Major Taylor Blvd	36,277	56,914	56,234	54,665	52,266
Solar: Net Metering Credits	864,229	864,229	864,229	864,229	864,229
Union Station Garage	288,212	238,729	205,464	-	-
Library Building	25,103	25,103	25,103	25,103	25,103
Fire Stabilization	45,528	44,500	43,400	42,300	41,200
Baseball	6,438,448	6,554,152	7,127,615	7,224,906	7,327,722
Total	\$101,241,138	\$94,733,916	\$87,275,671	\$81,648,864	\$75,580,523

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Emergency Communications	Equipment	Radio/Phone Recording Logger	\$ 320,000	\$ -	\$ 320,000	\$ -	\$ -
Emergency Communications	Equipment	Radio System Replacements	\$ 3,599,650	\$ -	\$ 255,792	\$ 3,343,858	\$ -
Emergency Communications	Emergency Communications Sub-Total:		\$ 3,919,650	\$ -	\$ 575,792	\$ 3,343,858	\$ -

Radio/Phone Recording Logger - Required upgrades to comply with MA State Police COMINTS radio system. Scope includes upgrades to all radios including 20 spares, replacement of Verint recorder and management servers, and dispatch systems & consoles.
 Radio System Replacements - Replacing out-of-date, non-supported phone recording/logging system, which would record all required 911 calls, non-emergency business lines, and radio channels.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Police	Equipment	Faro Accident Scene Mapping System	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -
Police	Equipment	Marked Vehicles (14)	\$ 745,000	\$ -	\$ 745,000	\$ -	\$ -
Police	Capital Outlay	Miscellaneous Building Improvements and Radar Units	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Police	Police Sub-Total:		\$ 825,000	\$ 40,000	\$ 825,000	\$ -	\$ -

Faro Accident Scene Mapping System - Replacing out-of-date, non-supported automotive accident mapping system.
 Marked Vehicles (14) - Purchase and replacement of 14 marked police cruisers.
 Miscellaneous Building Improvements and Radar Units - Funding for Police headquarter repairs and the purchase of new radar units

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Fire	Equipment	Fire Engine (1) & Ladder (1) Replacements	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -
Fire	Equipment	Replacement Vehicles (4)	\$ 160,000	\$ -	\$ 160,000	\$ -	\$ -
Fire	Facility	General Improvements to Stations	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -
Fire	Capital Outlay	Safety Equipment	\$ -	\$ 143,000	\$ -	\$ -	\$ -
Fire	Fire Sub-Total:		\$ 460,000	\$ 143,000	\$ 3,460,000	\$ -	\$ -

Fire Engine & Ladder Replacements - Authorization for one new engine and one new ladder, to be ordered in FY 25, and delivered in FY 27 and FY 28 respectively.
 Replacement Vehicles - Replacing 4 Fire Prevention vehicles that have expired their useful life span.
 General Improvements to Fire Stations - Maintenance to various stations throughout the city to improve station functionality and safety.
 Safety Equipment - contractual funding for safety equipment.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPF	Facility	Union Station - FTA Projects Grant Match	\$ 1,600,000	\$ -	\$ -	\$ 1,900,000	\$ -
DPF	Facility	25 Meade St. Renovations	\$ 100,000	\$ -	\$ -	\$ 700,000	\$ -
DPF	Facility	WPD Renovation	\$ 1,200,000	\$ -	\$ 2,000,000	\$ 5,000,000	\$ -
DPF	Facility	South Division Fire Station Replacement	\$ 620,000	\$ -	\$ -	\$ 2,500,000	\$ -
DPF	Facility	2 Coppinge Dr. (RECC)	\$ 195,000	\$ -	\$ 95,000	\$ 100,000	\$ -
DPF	Capital Outlay	Miscellaneous Repairs, Improvements, and Equipment	\$ -	\$ 100,000	\$ -	\$ -	\$ -
DPF	DPF Sub-Total:		\$ 3,715,000	\$ 100,000	\$ 2,095,000	\$ 10,200,000	\$ -

Union Station - FTA Projects Grant Match - City match funding for Federal Transit Authority grant, which provides funding for approved building improvements at Union Station.
 25 Meade St. Renovations - Railing replacements and other ADA related safety improvements.
 WPD Renovation - Completion of roof, HVAC, and electrical work at the Police Headquarters.
 2 Coppinge Dr. (RECC) - Completion of HVAC upgrades to Regional Emergency Communications Center.
 Capital Outlay - Miscellaneous repairs, improvements, and equipment purchases.

Dept.	Category	Project Title	FY25 Following	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPF - City Hall	Facility	City Hall - Envelope Improvements	\$ 1,050,000	\$ -	\$ -	\$ 5,000,000	\$ -
DPF - City Hall	Facility	City Hall - Law Renovations	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ -
DPF - City Hall	Facility	City Hall - Fire Alarm	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -
	DPF - City Hall Sub-Total:		\$ 1,650,000	\$ -	\$ -	\$ 5,600,000	\$ -

City Hall - Envelope Improvements - Continued improvements to the roof and front stairs of City Hall.

City Hall - Law Renovations - Continued design and construction of the Law Department offices at City Hall.

City Hall - Fire Alarm - Continued replacement of the City Hall fire alarm system.

Dept.	Category	Project Title	FY25 Following	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPF - DCU	Equipment	DCU - Equipment	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	\$ -
DPF - DCU	Equipment	DCU - Wireless VOIP/Switches	\$ 6,708	\$ -	\$ -	\$ 6,708	\$ -
DPF - DCU	Facility	DCU - Facility Improvements	\$ 8,600,000	\$ -	\$ -	\$ 8,600,000	\$ -
	DPF - DCU Sub-Total:		\$ 9,606,708	\$ -	\$ -	\$ 9,606,708	\$ -

DCU - Equipment - Miscellaneous equipment related purchases necessary to the operation of the DCU center.

DCU - Wireless VOIP/Switches - Carryover costs related to the purchase of wireless VOIP/Switches for the DCU Center.

DCU - Roof Repairs - Continued repairs related to the DCU Center roof, project management and design work related to ongoing DCU Center construction/repair projects, and other miscellaneous DCU facility related improvements.

Dept.	Category	Project Title	FY25 Following	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPF - MSBA	Facility	MSBA - Doherty	\$ 41,000,000	\$ -	\$ -	\$ 41,000,000	\$ 28,000,000
DPF - MSBA	Facility	MSBA - Worcester Arts Magnet	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ -
	DPF - MSBA Sub-Total:		\$ 41,250,000	\$ -	\$ -	\$ 41,250,000	\$ 28,000,000

MSBA - Doherty - Continued construction of the new Doherty High School.

MSBA - Worcester Arts Magnet - Continued roof and ADA code compliance related upgrades.

Dept.	Category	Project Title	FY25 Following	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Transportation and Mobility	Infrastructure	Traffic and Signal Engineering	\$ 250,000	\$ -	\$ 500,000	\$ -	\$ -
Transportation and Mobility	Infrastructure	Annual Street Improvement Program	\$ 300,000	\$ -	\$ 500,000	\$ 800,000	\$ 3,980,000
Transportation and Mobility	Infrastructure	Complete Streets Improvements	\$ 250,000	\$ -	\$ 500,000	\$ 500,000	\$ 743,981
Transportation and Mobility	Infrastructure	Transportation Improvement Program	\$ 200,000	\$ -	\$ 500,000	\$ 200,000	\$ -
Transportation and Mobility	Capital Outlay	Speed Bumps	\$ -	\$ 225,000	\$ -	\$ -	\$ -
	Transportation and Mobility Sub-Total:		\$ 1,000,000	\$ 225,000	\$ 2,000,000	\$ 1,500,000	\$ 4,723,981

Traffic and Signal Engineering - Replacement and reprogramming of the city's traffic and pedestrian signal system.

Annual Street Improvement Program - Development and design of street improvements to be incorporated into street reconstruction and resurfacing projects to ensure that reconstructed streets comply with Federal and State design requirements and incorporate accessibility, safety and complete streets improvements consistent with the city's Complete Streets policy and industry best practices.

Complete Streets Improvements - Design costs related to the city's vision zero efforts, dedicated to redesigning our street network in order to eliminate fatalities and serious injuries related to automobile collisions, with an emphasis on protecting pedestrians, cyclists, and other micro-mobility users.

Transportation Improvement Program - Project identification, development and design as it relates to improving the city's transportation network.

Speed Bumps - Funding for temporary speed bumps throughout the city.

Enc D. Britta
City Manager

FY25 CAPITAL BUDGET

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grants/Donation Funds
Off Street Parking	Infrastructure	Parking Garages	\$ 750,000	\$ -	\$ -	2,500,000	\$ -
Off Street Parking	Infrastructure	Parking Lots	\$ 50,000	\$ -	150,000	\$ -	\$ -
Off Street Parking	Infrastructure	Union Station Garage	\$ 400,000	\$ -	\$ -	400,000	\$ -
Off Street Parking	Infrastructure	Off Street Equipment	\$ -	\$ -	\$ -	50,000	\$ -
		Off Street Parking Sub-Total:	\$ 1,200,000	\$ -	\$ 150,000	\$ 2,950,000	\$ -

Parking Garages - Waterproofing work at Major Taylor Boulevard Garage.

Parking Lots - Costs related to general improvements to municipal parking lots.

Union Station Garage - Continued work supported by grant (20% match requirement). Improvements to include deck waterproofing, re-striping, fire alarm system, and sprinkler upgrade.

Off Street Equipment - Equipment related to off-street parking enforcement.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grants/Donation Funds
DPW	Infrastructure	Resurfacing, Streets, and Sidewalks	\$ 11,000,000	\$ -	15,000,000	\$ -	4,000,000
DPW	Infrastructure	Streetslights	\$ 600,000	\$ -	600,000	\$ -	\$ -
DPW	Equipment	DPW Capital Equipment	\$ 750,000	\$ -	1,500,000	500,000	\$ -
DPW	Infrastructure	Bridges	\$ 500,000	\$ -	\$ -	1,500,000	\$ -
DPW	Infrastructure	Guardrails	\$ 100,000	\$ -	100,000	\$ -	\$ -
DPW	Infrastructure	Private Streets	\$ 250,000	\$ -	\$ -	400,000	\$ -
DPW	Infrastructure	Dams	\$ -	\$ -	\$ -	200,000	\$ -
DPW	Facility	DPW Building Improvements	\$ 500,000	\$ -	500,000	\$ -	\$ -
DPW	Capital Outlay	Snow Equipment	\$ -	1,000,000	\$ -	\$ -	\$ -
		DPW Sub-Total:	\$ 13,700,000	\$ 1,000,000	\$ 17,700,000	\$ 2,600,000	\$ 4,000,000

Resurfacing, Streets, and Sidewalks - Construction costs for annual street and sidewalk reconstruction programs. Grant support from Chapter 90.

Streetslights - Design, replacement, and construction for the City's streetlight system.

DPW Capital Equipment - Various equipment purchases necessary for DPW operations.

Bridges - Design and construction of needed improvements to City bridges.

Guardrails - Installation/replacement of various guardrails throughout the city.

Private Streets - Design and construction for the completion of ongoing private street conversion program.

Dams - Construction, repair, and improvements of dams which are not associated with the city's drinking water supply.

DPW Building Improvements - Design, construction, and repairs associated with various buildings managed by DPW.

Snow Equipment - Capital outlay funding for snow equipment purchases.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPW - Water	Equipment	Water Equipment	\$ 1,600,000	\$ -	\$ 600,000	\$ 1,000,000	\$ -
DPW - Water	Facility	Water Filtration Plant	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -
DPW - Water	Infrastructure	Water Mains	\$ 9,000,000	\$ -	\$ 9,000,000	\$ -	\$ -
DPW - Water	Infrastructure	Water Meters	\$ 2,420,000	\$ -	\$ 3,035,000	\$ -	\$ -
DPW - Water	Infrastructure	Water Reservoirs/Dams	\$ 825,000	\$ -	\$ 1,025,000	\$ -	\$ -
DPW - Water	Infrastructure	Water Transmission Mains	\$ 3,180,000	\$ -	\$ 1,680,000	\$ 1,500,000	\$ -
DPW - Water	Facility	Water Pump Station Rehabilitation	\$ 900,000	\$ -	\$ 1,200,000	\$ 500,000	\$ -
DPW - Water	Facility	Water Building Rehabilitation	\$ 430,000	\$ -	\$ 430,000	\$ -	\$ -
DPW - Water	Infrastructure	Water Land Acquisition	\$ 200,000	\$ -	\$ -	\$ 700,000	\$ -
DPW - Water	Infrastructure	Water System Security	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -
		DPW - Water Sub-Total:	\$ 18,655,000	\$ -	\$ 18,070,000	\$ 3,700,000	\$ -

Water Equipment - Various equipment purchases necessary for Water Department related operations

Water Filtration Plant - Ongoing projects related to various water filtration plants

Water Mains - Necessary improvements to the city's water main network

Water Meters - Replacement of water meters at residential, commercial, industrial, and other buildings across the city

Water Reservoirs/Dams - Improvements to the reservoirs and associated dams that form the source of the city's water supply

Water Transmission Mains - Necessary improvements to the city's water transmission main network

Water Pump Station Rehabilitation - Ongoing projects at various water pumping stations

Water Building Rehabilitation - Design, construction, and repairs associated with the main building for the Water Department

Water Land Acquisition - Ongoing funding related to land acquisitions and preservation adjacent to reservoirs in order to maintain a quality water supply

Water System Security - Measures taken to secure the city's water supply, and other Water Department related infrastructure

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPW - Sewer	Infrastructure	Sewer Reconstruction	\$ 3,000,000	\$ -	\$ 1,000,000	\$ 6,000,000	\$ -
DPW - Sewer	Infrastructure	Sewer Control Plan	\$ 4,000,000	\$ -	\$ 3,720,000	\$ 280,000	\$ -
DPW - Sewer	Infrastructure	Sewer Interceptor Rehab	\$ 5,000,000	\$ -	\$ 7,000,000	\$ -	\$ 4,500,000
DPW - Sewer	Infrastructure	Sewer Pump Stations	\$ 3,250,000	\$ -	\$ 5,000,000	\$ 6,200,000	\$ -
DPW - Sewer	Infrastructure	Sewer Surface Drain	\$ 1,660,000	\$ -	\$ 1,660,000	\$ -	\$ -
DPW - Sewer	Equipment	Sewer Equipment	\$ 1,300,000	\$ -	\$ 1,300,000	\$ -	\$ -
DPW - Sewer	Equipment	Storage Shelters at Upper Blackstone	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -
DPW - Sewer	Facility	Sewer Building Rehab	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -
DPW - Sewer	Infrastructure	Sewer Green Island Flooding	\$ 240,000	\$ -	\$ -	\$ 750,000	\$ -
DPW - Sewer	Infrastructure	Sewer Generators	\$ 500,000	\$ -	\$ 100,000	\$ 400,000	\$ -
DPW - Sewer	Infrastructure	Flow Metering Program	\$ 1,666,000	\$ -	\$ -	\$ 1,666,000	\$ -
		DPW - Sewer Sub-Total:	\$ 21,296,000	\$ -	\$ 20,480,000	\$ 15,296,000	\$ 4,500,000

En D. Batista
City Manager

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPW - Parks	Facility	Auditorium	\$ 1,000,000	\$ -	\$ 3,000,000	\$ -	\$ -
DPW - Parks	Infrastructure	Lakeview Park	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ 1,000,000
DPW - Parks	Infrastructure	Bennett Field	\$ 500,000	\$ -	\$ 1,000,000	\$ 3,000,000	\$ -
DPW - Parks	Infrastructure	Dog Parks	\$ 150,000	\$ -	\$ 100,000	\$ 100,000	\$ -
DPW - Parks	Infrastructure	Great Brook Valley Park	\$ 800,000	\$ -	\$ 2,150,000	\$ 150,000	\$ 1,000,000
DPW - Parks	Infrastructure	Lincoln Square Memorial	\$ 250,000	\$ -	\$ 1,750,000	\$ 2,000,000	\$ -
DPW - Parks	Infrastructure	University Park	\$ 1,000,000	\$ -	\$ 600,000	\$ 400,000	\$ 1,000,000
DPW - Parks	Equipment	Parks Capital Equipment	\$ 750,000	\$ -	\$ 750,000	\$ -	\$ -
DPW - Parks	Infrastructure	Tacoma Street Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ 9,650,000
DPW - Parks	Infrastructure	Sports Courts	\$ 250,000	\$ -	\$ 250,000	\$ 55,000	\$ -
DPW - Parks	Infrastructure	Playground Safety Surfacing	\$ 1,375,000	\$ -	\$ 1,455,000	\$ 45,000	\$ -
DPW - Parks	Infrastructure	Security camera installation at various park locations	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -
DPW - Parks	Infrastructure	East Park	\$ 1,000,000	\$ -	\$ 750,000	\$ 250,000	\$ -
DPW - Parks	Facility	East Park Little League Building	\$ 500,000	\$ -	\$ 500,000	\$ 1,500,000	\$ -
DPW - Parks	Infrastructure	Green Hill Park	\$ 1,500,000	\$ -	\$ 1,400,000	\$ 100,000	\$ -
		DPW - Parks Sub-Total:	\$ 9,575,000	\$ -	\$ 14,205,000	\$ 7,600,000	\$ 12,650,000
		Auditorium - Design and construction for the roof of the Worcester Memorial Auditorium.					
		Lakeview Park - Complete renovation to the existing basketball court, playground and surrounding grass area based on the approved Master Plan.					
		Bennett Field - Department of Environmental Protection required contaminated soil removal.					
		Dog Parks - Water access and obstacle purchases.					
		Great Brook Valley Park - Softball field renovation and parking improvements.					
		Lincoln Square Memorial - Memorial layout will be moved to the original location on the opposite side of the property to facilitate Boys Club housing project, along with a complete refurbishing of the memorial.					
		University Park - Completion of ongoing project to construct spray park.					
		Parks Capital Equipment - Various equipment purchases necessary for department related operations.					
		Tacoma Street Park Improvements - Completion of current project that includes spray park, rectangle field, playground and dog park.					
		Sports Courts - The repair and repainting of existing sports courts.					
		Playground Safety Surfacing - Replacement to the Blithewood & Elm Park playground safety surfaces.					
		Security camera install various park locations - Installation & upgrades to camera systems which are tied into WPD real time crime center with a focus on public safety in parks.					
		East Park - Completion of Little League field renovations.					
		East Park Little League Building - Construction of a new support building at the newly renovated little league field.					
		Green Hill Park - Replacement of 20 year old lighting system with a new LED sports lighting system.					

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
DPW - Parks - Golf	Infrastructure	Golf Improvements	\$ 75,000 \$	- \$	- \$	150,000 \$	-
	DPW - Parks - Golf Sub-Total:		\$ 75,000 \$	- \$	- \$	150,000 \$	-
Golf Improvements - Overall improvements to tees, pathways and irrigation system.							

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Sustainability and Resilience	Infrastructure	ESCO	\$ 1,200,000 \$	- \$	1,200,000 \$	- \$	- \$
	Facility	Frances Perkins Library HVAC	\$ 300,000 \$	- \$	- \$	530,000 \$	200,000 \$
	Sustainability and Resilience Sub-Total:		\$ 1,500,000 \$	- \$	1,200,000 \$	530,000 \$	200,000 \$

ESCO - Energy use audit on city buildings to identify future high-priority energy efficiency projects.

Frances Perkins Library HVAC - Installation of a new HVAC unit at Francis Perkins Library. Upon completion this will be the city's first building to achieve net-zero emissions under the Green Worcester Plan.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Innovation and Technology	Equipment	Datacenter Hybrid Cloud Transition	\$ 1,000,000 \$	- \$	1,000,000 \$	- \$	- \$
	Equipment	Hyper scale Backup Appliance	\$ 200,000 \$	- \$	200,000 \$	- \$	- \$
	Equipment	Switches	\$ 150,000 \$	- \$	150,000 \$	- \$	- \$
	Equipment	HVAC and UPS updates for data room	\$ 260,652 \$	- \$	160,652 \$	100,000 \$	- \$
	Innovation and Technology Sub-Total:		\$ 1,610,652 \$	- \$	1,510,652 \$	100,000 \$	- \$

Datacenter Hybrid Cloud Transition - Transition expiring datacenter to the cloud.

Hyper-scale Backup Appliance - Equipment necessary to backup data that will now be stored in the cloud. Will also provide an extra layer of data security.

Switches - Replacement of switches reaching end of useful life in FY25.

HVAC and UPS updates for data room - Ongoing work on the HVAC unit at the Worcester Technical High School data room.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Economic Development	Facility	WRA Dertholm Redevelopment	\$ 1,000,000 \$	- \$	- \$	6,800,000 \$	- \$
	Public Schools Sub-Total:		\$ 1,000,000 \$	- \$	- \$	6,800,000 \$	- \$

WRA Dertholm Redevelopment - Costs associated with the redevelopment of the Dertholm building.

Dept.	Category	Project Title	FY25 Borrowing	FY25 Cash Purchase	FY25 New Authorization	Prior Year Loan Authorization	Grant/Donation Funds
Public Schools	Equipment	WPS Equipment	\$ 500,000 \$	- \$	500,000 \$	- \$	- \$
	Facility	WPS Building Improvements	\$ 3,500,000 \$	- \$	3,500,000 \$	- \$	1,000,000 \$
	Facility	WPS Accessibility Improvements	\$ - \$	- \$	- \$	- \$	10,000,000 \$
Public Schools Sub-Total:			\$ 4,000,000 \$	- \$	4,000,000 \$	- \$	11,000,000 \$

WPS Equipment - Various equipment purchases necessary for Worcester Public School related operations.

WPS Building Improvements - Various building improvement projects needed to keep Worcester Public School facilities in good condition.

WPS Accessibility Improvements - Various Accessibility and Code compliance projects currently contracted through federal ARPA funds.

EQUIPMENT	FY25	FY26	FY27	FY28	FY29
Emergency Communications	\$ 3,933,658	\$ 50,000	\$ -	\$ -	\$ 60,000
Police	\$ 875,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
Fire	\$ 160,000	\$ 200,000	\$ 800,000	\$ 2,200,000	\$ -
DPF	\$ -	\$ -	\$ -	\$ -	\$ -
DPF - City Hall	\$ -	\$ -	\$ -	\$ -	\$ -
DPF - DCU	\$ -	\$ -	\$ -	\$ -	\$ -
DPF - MSBA	\$ 1,006,708	\$ -	\$ -	\$ -	\$ -
Transportation and Mobility	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Off Street Parking	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000
DPW	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
DPW - Water	\$ 1,600,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
DPW - Sewer	\$ 1,600,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
DPW - Parks	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
DPW - Parks - Golf	\$ -	\$ -	\$ -	\$ -	\$ -
Sustainability and Resilience	\$ -	\$ -	\$ -	\$ -	\$ -
Innovation and Technology	\$ 1,619,652	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Economic Development	\$ -	\$ -	\$ -	\$ -	\$ -
Public Schools	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Total Equipment	\$ 12,722,010	\$ 6,990,000	\$ 7,400,000	\$ 8,960,000	\$ 6,600,000
Facility Improvements					
Emergency Communications	\$ -	\$ -	\$ -	\$ -	\$ -
Police	\$ -	\$ -	\$ -	\$ -	\$ -
Fire	\$ 300,000	\$ -	\$ -	\$ -	\$ -
DPF	\$ 3,715,000	\$ 8,500,000	\$ 6,000,000	\$ 10,000,000	\$ 10,000,000
DPF - City Hall	\$ 1,650,000	\$ (50,000)	\$ 4,000,000	\$ -	\$ -
DPF - DCU	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -
DPF - MSBA	\$ 41,250,000	\$ -	\$ -	\$ -	\$ -
Transportation and Mobility	\$ -	\$ -	\$ -	\$ -	\$ -
Off Street Parking	\$ -	\$ -	\$ -	\$ -	\$ -
DPW	\$ 500,000	\$ -	\$ -	\$ -	\$ -
DPW - Water	\$ 2,330,000	\$ 800,000	\$ -	\$ -	\$ -
DPW - Sewer	\$ 750,000	\$ -	\$ -	\$ -	\$ -
DPW - Parks	\$ 1,500,000	\$ 2,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
DPW - Parks - Golf	\$ -	\$ -	\$ -	\$ -	\$ -
Sustainability and Resilience	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Innovation and Technology	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Economic Development	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000
Public Schools	\$ -	\$ -	\$ -	\$ -	\$ -
Total Facility Improvements	\$ 64,695,000	\$ 15,080,000	\$ 14,750,000	\$ 14,750,000	\$ 14,750,000
Infrastructure					
Emergency Communications	\$ -	\$ -	\$ -	\$ -	\$ -
Police	\$ -	\$ -	\$ -	\$ -	\$ -
Fire	\$ -	\$ -	\$ -	\$ -	\$ -
DPF	\$ -	\$ -	\$ -	\$ -	\$ -
DPF - City Hall	\$ -	\$ -	\$ -	\$ -	\$ -
DPF - DCU	\$ -	\$ -	\$ -	\$ -	\$ -
DPF - MSBA	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation and Mobility	\$ 1,000,000	\$ 2,500,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Off Street Parking	\$ 1,200,000	\$ 2,500,000	\$ 3,500,000	\$ 2,000,000	\$ 2,000,000
DPW	\$ 12,650,000	\$ 12,350,000	\$ 12,000,000	\$ 12,000,000	\$ 12,000,000
DPW - Water	\$ 15,715,000	\$ 15,315,000	\$ 17,000,000	\$ 17,000,000	\$ 17,000,000
DPW - Sewer	\$ 19,210,000	\$ 19,400,000	\$ 17,000,000	\$ 17,000,000	\$ 17,000,000
DPW - Parks	\$ 7,375,000	\$ 7,730,000	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000
DPW - Parks - Golf	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -
Sustainability and Resilience	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Innovation and Technology	\$ -	\$ -	\$ -	\$ -	\$ -
Public Schools	\$ -	\$ -	\$ -	\$ -	\$ -
Total Infrastructure	\$ 57,091,000	\$ 61,930,000	\$ 61,000,000	\$ 59,500,000	\$ 60,500,000
Total Credit Funding Sources	\$ (93,052,708)	\$ (40,550,000)	\$ (39,900,000)	\$ (38,400,000)	\$ (39,400,000)
FY25 - FY29 TOTAL:	\$ 41,455,302	\$ 43,450,000	\$ 43,250,000	\$ 44,810,000	\$ 42,450,000

The above table includes the borrowing made a part of the new bond issue of \$100 million.



COMMUNITY PRESERVATION ACT

William Eddy, Chair
 City Hall, 4th Floor
 455 Main St.
 Worcester, MA 01608
 (508) 799-1400

On November 8, 2022, the voters of the City of Worcester approved the adoption of Question 5 - Worcester Community Preservation Act. This vote accepted Chapter 44B of the Massachusetts General Laws, Sections 3 to 7, known as the Community Preservation Act (CPA), which establishes a fund dedicated to the acquisition, creation, preservation and support of community housing, parks and recreational uses and historic buildings and resources. By the terms of this public vote, the CPA fund is supported by a 1.5% surcharge on the annual property tax assessed on real estate in Worcester beginning in fiscal year 2024, and partially matched by annual distributions from a state trust fund created by the CPA. The specific allocation and use of these dollars for their stated purposes will be overseen by the Community Preservation Committee.

The Executive Office of Economic Development serves as the primary administrative liaison to the Community Preservation Committee and will assist in carrying out its responsibilities.

Department Allocation Summary

	Actuals Fiscal 2023	Approved Budget for Fiscal 2024	Totals as of 3/31/2024	Recommended Appropriation Fiscal 2025
COMMUNITY PRESERVATION ACT				
Community Housing	\$ -	\$ -	\$ -	\$ 475,895.00
Open Space & Recreation	-	-	-	475,895.00
Historic Preservation	-	-	-	475,895.00
Administrative	-	-	-	237,948.00
Budgeted Reserve	-	4,023,142.00	-	3,093,320.00
Total	\$ -	\$ 4,023,142.00	\$ -	\$ 4,758,953.00
Funding Sources:				
Fiscal Year 2024 Surcharge	\$ -	\$ (4,023,142.00)	\$ (2,056,307.32)	\$ -
Fiscal Year 2025 Surcharge	-	-	-	(4,123,720.00)
Commonwealth of MA Trust Fund Distribution	-	-	-	(635,233.00)
Total Funding Sources	\$ -	\$ (4,023,142.00)	\$ (2,056,307.32)	\$ (4,758,953.00)

Operating Budget Highlights

At the April 9, 2024 Community Preservation Committee meeting, the committee approved the Fiscal 2025 budget, as listed above, in the total amount of \$4,758,953, which represents the Fiscal 2025 surcharge and estimated state trust fund match.

WILLIAM EDDY, CHAIR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2025
COMMUNITY PRESERVATION ACTION**

APPROVED FY24 AMOUNT	TITLE	RECOMMENDED FY25 AMOUNT
\$ -	FD390 COMMUNITY HOUSING	\$ 475,895.00
-	FD391 OPEN SPACE & RECREATION	475,895.00
-	FD392 HISTORIC PRESERVATION	475,895.00
-	FD393 ADMINISTRATIVE	237,948.00
4,023,142.00	FD388 BUDGETED RESERVE	3,093,320.00
<u>\$ 4,023,142.00</u>	TOTAL USES	<u>\$ 4,758,953.00</u>
	FUNDING SOURCES:	
\$ (4,023,142.00)	FISCAL YEAR 2024 SURCHARGE	\$ -
-	FISCAL YEAR 2025 SURCHARGE	(4,123,720.00)
-	COMMONWEALTH OF MA TRUST FUND DISTRIBUTION	(635,233.00)
<u>(4,023,142.00)</u>	TOTAL AVAILABLE REVENUES	<u>(4,758,953.00)</u>
<u>\$ -</u>	RECOMMENDED TAX LEVY BUDGET	<u>\$ -</u>



2024 Concession
May 1, 2024-October 31, 2024

The DPW&P Parks, Recreation & Cemetery Division have awarded these Vendors/ Concession

Beaver Brook Park-	Jeremiah's Tastee Freeze (Awarded)	\$450.00
Blithewood Park-	Richies Ice Cream (Awarded)	\$300.00
Crompton Park-	El Delicioso (Awarded)	\$1,305.79
Elm Park-	Sabrosa Venezuela (Awarded)	\$3,008.00
	Jeremiah's Tastee Freeze	\$2,350.00
	Waves Dairy Free Soft Serve	\$1,970.00
Cristoforo Columbo Park-	Waves Dairy Free Soft Serve (Awarded)	\$1,970.00
	Brothers Dogs & Cones	\$925.00
Greenwood Park-	Richies Ice Cream (Awarded)	\$500.00
Shore Park-	Richies Ice Cream (Awarded)	\$500.00
City Hall Common-	Waves Dairy Free Soft Serve (Awarded)	\$1,000.00
Knights of Columbus-	Waves Dairy Free Soft Serve (Awarded)	\$250.00

Concessions are available at other Parks on a first come basis, please contact DPW & Parks @
508-799-1190

