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FISCAL 2010 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 2010 was initiated on October 2008, and at that time, the budget staff met with the City Manager to establish the general budgetary guidelines and limitations for the coming year.

Following this session, the City Manager held a City-wide annual budget meeting attended by all department heads and finance personnel concerning the general overview of the state of the economy, and outlined specific guidelines dictating the preparation of individual department operating and capital budgets. In consultation with the City's budget staff, each department then prepared Fiscal 2010 operating and capital budgets. The departments operating and capital budgets, which included expenditure and revenue estimates, were submitted to the City Manager by January 2009. State Actions including significant State Aid reductions necessitated an accelerated budget process which recognized the city's funding limitations.

From January through the middle of February, each department made a presentation to the City Manager justifying proposed budget increases and program changes for the coming fiscal year. Specific requests were negotiated during these sessions and revisions were made to the submitted budgets.

During the month of March the Budget staff finalized the Annual Budget documents for submission to the City Council. According to state law, the budget must be submitted to the City Council within 170 days after the council organizes in early January. The City Manager will submit the Fiscal 2010 Annual Budget to the City Council on March 31, 2009, 91 days after the first City Council assembly.

The City Council will hold a series of public hearings to solicit citizen participation regarding departmental budget requests. 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 act. The Fiscal 2010 Annual Budget becomes effective on July 1, 2009.

CHAPTER 44, SECTION 31A. REPORT OF ESTIMATED EXPENSES; PERIOD COVERED; CONTENTS:

Every officer of any city except Boston having charge of, or jurisdiction over, any office, department or undertaking, requesting an appropriation shall, between November first and December first of each year, furnish the mayor and city auditor or officer having similar duties, and approved by the bureau of accounts in the department of corporations and taxation, detailed estimates of the full amounts deemed necessary for the next fiscal year for the ordinary maintenance of the office, department or undertaking under his charge or jurisdiction, and for

expenditures other than the ordinary maintenance, with the amounts, if any, expended for similar purposes during the preceding fiscal years and during the first four months of the then current fiscal year, and an estimate of the amounts required to be expended for such purposes during the last eight months of the then current fiscal year, giving explanatory statements of any differences between the amount of any estimate for the next fiscal year and the amount expended or estimated to be required as aforesaid.

The information hereby required to be furnished shall set forth the number of permanent or temporary employees, or both, requested in each classification or rating in the next fiscal year and the number of permanent or temporary employees, or both, employed on October thirty-first of the then fiscal year, or the nearest week-end thereto, except laborers and persons performing the duties of laborers, with the annual, monthly, weekly or hourly compensation of such employees, and shall state whether such compensation is fixed by ordinance or otherwise and whether or not such employees are subject to chapter thirty-one.

The foregoing shall not prevent any city, upon recommendation of the mayor, from so setting forth the number of permanent or temporary laborers and persons performing the duties of laborers, or both such permanent and temporary laborers and persons, with the annual, monthly, weekly or hourly compensation of such employees.

The city auditor, or officer having similar duties, shall set forthwith at the close of each calendar year furnish the mayor with a written report of the money received from estimated receipts applicable to the payment of expenditures of the first six months of the then current fiscal year, with an estimate of such receipts for the last six months of such year and for the next fiscal year.

CHAPTER 44, SECTION 33. POWER OF COUNCIL TO ADD TO APPROPRIATION; CONDITIONS; LIMITATIONS:

In case of the failure of the mayor to transport to the city council a written recommendation for an appropriation for any purpose not included in the annual budget, which is deemed necessary by the council after having been so requested by vote thereof, said 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 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. Amended by St. 1941, chapter 473, section 3.

CHAPTER 44, SECTION 33A. SALARY PROVISIONS IN BUDGET; REQUIREMENTS & LIMITATIONS:

The annual budget shall include sums sufficient to pay the salaries of officers and employees fixed by law or by ordinance. Notwithstanding any contrary provisions of any city charter, no ordinance providing for an increase in the salaries or wages of municipal officers and employees shall be enacted except by a two-thirds vote of the City Council, nor unless it is to be operative for more than three months during the calendar year in which it is passed. No new position shall be created or increase in rate made by ordinance, vote or appointment during the financial year subsequent to the submission of the annual budget unless provision therefore has been made by

means of a supplemental appropriation. No ordinance, vote or appointment creating a new position in any year in which a municipal election is held shall be valid and effective unless said ordinance, vote or appointment is operative for more than three months during said municipal election year.

CHAPTER 44, SECTION 33B. TRANSFER OF APPROPRIATIONS; RESTRICTIONS:

On recommendation of the mayor, the city council may, by majority vote, transfer any amount appropriated for the use of any department to another appropriation for the same department, but no transfer shall be made of any amount appropriated for the use of any department except by a two thirds vote of the city council on recommendation of the mayor 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. A town may, by majority vote of any meeting duly held, transfer any amount previously appropriated to any other use authorized by law. No approval other than that expressly provided herein shall be required for any transfer under the provisions of this section.

CHAPTER 44, SECTION 32. SUBMISSION TO CITY COUNCIL; PROCEDURE FOR APPROVAL, REJECTION OR ALTERATION, AS AMENDED BY CHAPTER 20 OF THE ACTS OF 1995:

Within one hundred seventy days after the annual organization of the city government in any city other than Boston, the mayor shall submit to the city council the annual budget which shall be a statement of the amounts recommended by him for the 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 officer, department or undertaking for which an appropriation is recommended:

- (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 (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 any city, upon recommendation of the mayor and with the approval of the council, from adopting additional classifications and designations.

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 mayor, 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. Except as otherwise permitted by law, 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 council shall use, so far as possible, the same classifications required for the annual budget. If the 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 the receipt of the budget, such amount shall without any action by the city council become a part of the appropriations for the year, and be available for the purposes specified.

If, upon the expiration of ninety days after the annual organization of the city government, the mayor shall not have submitted to the council the annual budget for said year, the city council shall within thirty days upon its own initiative prepare the annual budget, and such preparation shall be subject to the same requirements as the mayor's annual budget, so 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 mayor's annual budget, but subject, however, to such requirements, if any, as may be imposed by law.

If the council fails to take action with respect to any amount recommended in the budget, either by approving, reducing or rejecting the same, within fifteen days after such preparation, such amount shall, without further action by the council, become a part of the purposes specified.

Nothing in this section shall prevent the city council, acting upon the written recommendations of the mayor, from voting appropriations, not in excess of the amount so recommended, either prior or subsequent to the passage of the annual budget.

The provisions of this section shall apply, in any city adopting the Plan E Form of government under Chapter 43, only the extent provided by section one hundred and four of said chapter.

Neither the annual budget nor appropriation orders based thereon shall be in such detail as to fix specific salaries of employees under the direction of boards elected by the people, other than the city council.

The city council may, and upon written request of at least ten registered voters, 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 newspaper having general circulation in the city. 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 budget as submitted by the mayor, at which all interested persons shall be given an opportunity to be heard for or against item thereof.

FY2010 REVENUES

<u>DESCRIPTION</u>	<u>FY09 BUDGET</u>	<u>FY10 BUDGET</u>	<u>%</u>
REVENUES:			
TAX LEVY BASE	190,524,785	199,181,909	
2.5% ALLOWABLE INCREASE	5,063,099	5,279,953	
USE OF EXCESS LEVY	-	-	
NEW GROWTH	3,602,919	2,500,000	
OVERLAY	(3,515,251)	(3,100,000)	
TOTAL REAL ESTATE	195,675,552	203,861,862	4.2%
STATE AID LOTTERY	39,912,488	25,146,665	-37.0%
STATE AID OTHER CITY	18,929,874	18,118,222	-4.3%
STATE AID MSBA	14,203,657	14,203,657	0.0%
TOTAL GENERAL STATE AID	73,046,019	57,468,544	-21.3%
STATE AID EDUCATION	180,493,947	180,493,947	0.0%
CHARTER REIMBURSEMENT	\$5,081,120	1,698,700	-66.6%
TOTAL EDUCATION AID	185,575,067	182,192,647	-1.8%
FREE CASH APPROPRIATION	2,799,462	-	
LOCAL RECEIPTS (OTHER SOURCES)	41,982,307	41,722,000	-0.6%
OTHER	-	-	
SUBTOTAL REVENUES	499,078,408	485,245,053	-2.8%
MSBA REIMBURSEMENT	4,624,447	4,625,128	0.0%
OTHER AVAILABLE FUNDS	1,676,362	1,295,494	-22.7%
MISCELLANEOUS REVENUES	-	-	
TOTAL GENERAL FUND REVENUE	505,379,217	491,165,675	-2.8%

PROPERTY TAXES

Proposition 2 ½ was established by voter referendum in 1980. It is formally known as Chapter 580 of the Massachusetts Acts of 1980. It established limits upon the amount of money that a city or town can raise from property taxes, which amount is referred to as the “tax levy.” There are two ways in which the tax levy is limited; one, by means of the “Levy Limit,” and two, by means of the “Levy Ceiling.”

The “Levy Limit” restricts the amount by which the tax levy can increase from year to year. Each year, the city may only increase the tax levy by 2 ½% over the previous year’s levy limit, plus, it may increase the levy by the amount of new taxes generated by new construction in the community (“New Construction Growth”).

The “Levy Ceiling” is the upper limit of the two separate means to restrict the amount of the tax levy to be raised. The valuation for all taxable real and personal property is determined annually

by the City Assessor. Once determined, it must be reviewed and certified by the Massachusetts Commissioner of Revenue before tax bills are issued. Proposition 2 ½ provides that a community's tax levy cannot exceed 2.5% of the total taxable assessed value of the community. The "Levy Ceiling" is the absolute limit to how much tax levy a community may raise.

Any community may choose to "override" the levy limits set by the above limitations. This is accomplished by scheduling an override vote to approve or reject the proposed override, but in no event may the increase exceed the "Levy Ceiling". Proposition 2 1/2 provided communities with some flexibility to increase the amount of property taxes levied to balance their budget. Any city below its "Primary Limit" may, by majority vote of a special or state election, increase for any given fiscal year its allowable annual increase, but in no event may this increase exceed the Primary Limit. This initiative was acted upon in a special election on June 25, 1991 where as voters approved a \$4.58 million override to benefit the city's public school systems.

REAL ESTATE

Properties subject to taxation are: Residential, Commercial, Industrial and Personal. Ninety-five percent of the total levy raised in Fiscal 2008 came from Residential, Commercial and Industrial properties. The remaining five percent came from taxes raised by Personal Property. Since 1995 the city developed over several years an excess levy capacity of approximately \$12 million which reduced the tax burden for all residential, commercial, and personal property owners in the city.

ASSESSED VALUATION

The City Assessor sets a valuation upon all real and personal property as a basis of levying taxes. These real and personal properties are based on values assessed as of each January 1, and by law, must be assessed at 100% of full and fair cash value (market value). Assessing at "full and fair cash value" insures that individual taxpayers only pay their share of the tax burden. For fiscal year 2010, the Assessor will place an assessed value on all taxable property, as of the legally required assessment date of January 1, 2009, based on calendar year 2008 sales data and market activity. Once the Worcester City Council has determined this tax levy, the Assessor must distribute the tax levy across all taxable property. Individual taxpayers may request a review of the assessment if they feel that it does not accurately represent the market value. This process requires filing an abatement application with the Assessors' Office within thirty (30) days of the mailing of the third quarter tax bill. The assessment review is based on the market value as of January 1, 2009.

HISTORICAL SUMMARY: Property Values by Classification

<u>Description</u>	<u>FY2009</u>	<u>FY2008</u>	<u>FY2007</u>	<u>FY2006</u>	<u>FY2005</u>
Residential	9,816,041,700	10,462,845,300	10,312,440,900	9,445,222,700	8,498,913,300
Commercial	1,477,436,400	1,471,965,400	1,481,697,400	1,398,353,600	1,190,568,900
Industrial	455,813,100	443,442,800	432,476,000	429,050,800	359,320,200
Personal	387,967,300	348,740,900	336,436,900	322,900,600	311,286,700
TOTAL	12,137,258,500	12,726,994,400	12,563,051,200	11,595,527,700	10,360,089,100

As a Percent of Total Property Value

<u>Description</u>	<u>FY2009</u>	<u>FY2008</u>	<u>FY2007</u>	<u>FY2006</u>	<u>FY2005</u>
Residential	80.88%	82.21%	82.09%	81.46%	82.04%
Commercial	12.17%	11.57%	11.79%	12.06%	11.49%
Industrial	3.76%	3.48%	3.44%	3.70%	3.47%
Personal	3.20%	2.74%	2.68%	2.78%	3.00%
TOTAL	100.00%	100.00%	100.00%	100.00%	100.00%

As a Percent of the Total Tax Levy Raised

<u>Description</u>	<u>FY2009</u>	<u>FY2008</u>	<u>FY2007</u>	<u>FY2006</u>	<u>FY2005</u>
Residential	66.53%	68.87%	68.65%	68.59%	68.56%
Commercial	21.30%	20.24%	20.64%	20.42%	20.11%
Industrial	6.57%	6.10%	6.02%	6.27%	6.07%
Personal	5.59%	4.80%	4.69%	4.72%	5.26%
TOTAL	100.00%	100.00%	100.00%	100.00%	100.00%

In Fiscal 2009 Worcester's single tax rate of \$16.41 per \$1,000 of assessed valuation presumes that all properties will pay the same tax rate. Massachusetts's laws allow for different tax rates to be paid by residential and nonresidential taxpayers. The Assessor must classify each taxable property into one of five categories: Residential, Open Space, Commercial, Industrial, or Personal Property. The City of Worcester uses two classifications, "Residential" (combining Residential and Open Space), and "Commercial" (combining Commercial, Industrial, and Personal).

CITY OF WORCESTER TAX RATE HISTORY			
FISCAL YEAR	TAX RATE RESIDENTIAL	TAX RATE COMMERCIAL	SINGLE RATE
2009	\$13.50	\$28.72	\$16.41
2008	\$12.54	\$26.20	\$14.97
2007	\$12.10	\$25.32	\$14.47
2006	\$12.53	\$25.20	\$14.88
2005	\$13.18	\$27.60	\$15.77
2004	\$14.75	\$29.60	\$17.75
2003	\$16.16	\$31.44	\$19.58
2002	\$17.85	\$31.46	\$21.26
2001	\$18.47	\$34.24	\$22.74
2000	\$18.47	\$36.34	\$23.51
1999	\$18.48	\$37.63	\$24.05
1998	\$18.06	\$37.63	\$23.72
1997	\$18.67	\$35.69	\$23.63

EQUALIZED VALUATION

EQUALIZED VALUATION

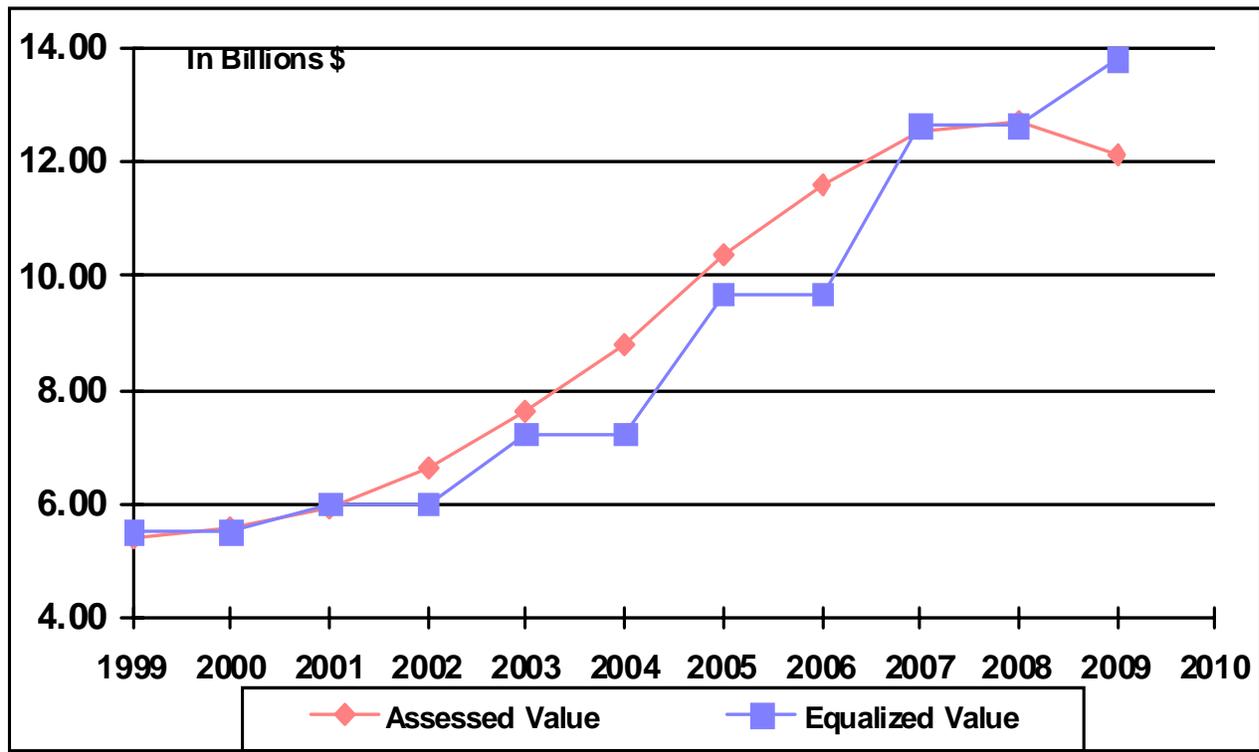
There are certain distributions from the Commonwealth that are made on the basis of assessed valuation, such as Chapter 70 Educational aid and Lottery aid. Historically, some communities in Massachusetts were not believed to be assessed on a fair cash value system. The State Department of Revenue Biennially makes its own determination of the cash value of the taxable property in each municipality. This is known as "Equalized Valuation". The following table sets forth the trend in local assessed and equalized valuation for the last ten fiscal years.

FISCAL YEAR ENDING	TOTAL ASSESSED VALUATION (1)	STATE EQUALIZED VALUATION (2)	RATIO OF ASSESSED TO EQUALIZED VALUATION	TAX RATE PER \$1,000 ASSESSED VALUATION (3)
2010**	N/A	N/A	N/A	N/A
2009	12,137,258,500	13,827,179,500	87.78%	16.41
2008	12,726,994,400	12,654,572,000	100.57%	14.97
2007	12,563,051,200	12,654,572,000	99.28%	14.47
2006	11,595,527,760	9,694,617,900	119.61%	14.88
2005	10,360,089,100	9,694,617,900	106.86%	15.77
2004	8,818,751,900	7,248,688,400	121.66%	17.75
2003	7,621,077,900	7,248,688,400	105.14%	19.59
2002	6,654,213,200	6,010,162,400	110.72%	21.27
2001	5,946,964,300	6,010,162,400	98.95%	22.74
2000	5,604,100,100	5,536,578,100	101.22%	23.52
1999	5,389,546,340	5,536,578,100	97.34%	24.05

** The Total Assessed Valuation for fiscal 2010 will not be finalized until the completion of the City Recap.

The new total assessed value for all taxable property has decreased 4.63% from \$12.7 Billion in Fiscal Year 2008 to \$12.1 Billion for Fiscal Year 2009. This is the first time the city's total valuation has decreased since Fiscal Year 1996. The decrease was reflective of the national downturn in real estate values as of the legal assessment date of January 1, 2008.

**STATE EQUALIZED AND ASSESSED VALUATION
1999 – 2010**



- (1) As determined by the City Assessor annually on January 1 in the year that the fiscal period begins.
- (2) As determined by the Department of Revenue biannually as of January 1 in each even numbered year.
- (3) Worcester has elected to classify its tax rate by class of property. Rate shown is composite of all classes.

OVERLAY RESERVE AND ABATEMENTS

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 which are applicable under state requirements. The Commonwealth of Massachusetts reimburses the City for loss of taxes because of real estate exemptions to the elderly, veterans, surviving spouses, and the legally blind. Under Chapter 59 of the Massachusetts General Laws, municipalities are partially reimbursed for the exemptions that are granted. 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 raised in any fiscal year cannot be commingled with the overlay of another year. The Commissioner of Revenue must determine that the budgeted overlay amount is reasonable.

BUDGET TO ACTUAL TAX LEVY COLLECTION

YEAR	TAX LEVY	OVERLAY RESERVE FOR ABATEMENTS	NET TAX LEVY	FISCAL YEAR COLLECTION S	PERCENT OF TAX LEVY
2009	199,181,909	3,515,251	195,677,961	143,935,754 *	73.55
2008	190,525,304	3,093,405	187,431,909	189,429,802	101.05
2007	182,037,306	3,102,476	178,934,830	177,480,949	99.19
2006	172,536,326	3,104,103	169,432,233	172,030,119	101.53
2005	163,384,129	3,112,021	160,272,108	161,328,320	100.64
2004	156,546,396	3,107,399	153,438,997	156,345,875	101.89
2003	149,270,087	3,302,023	145,968,064	148,632,000	101.83
2002	141,504,500	3,275,000	138,229,500	140,818,000	101.87
2001	135,257,015	3,261,471	131,995,544	133,412,209	101.07
2000	131,780,391	3,197,311	128,583,080	131,351,298	102.15
1999	129,605,481	3,237,311	126,368,170	126,887,720	100.41
1998	124,739,199	3,223,858	121,515,341	121,081,130	99.64
1997	119,935,361	3,247,387	116,687,974	116,885,719	100.17
1996	114,479,284	3,300,000	111,179,284	112,506,019	101.19
1995	111,969,009	2,993,058	108,975,951	111,859,141	103.00
1994	107,046,948	3,015,711	104,033,237	101,126,707	97.21
1993	101,926,622	3,388,206	98,538,416	93,363,088	94.75
1992	97,682,607	3,098,695	94,583,912	87,249,190	92.25

- Year to Date as of March 26, 2009.

STATE AID (CHERRY SHEET)

The Cherry Sheet is an official document used by the Commonwealth of Massachusetts to inform cities and towns of the estimated charges, state and county assessments, and the estimated receipts to be used by assessors in determining the tax levy. Amounts given to the City are designed to ease the burden on the property tax as a means to provide municipal services. Much of the State Aid is to be used for education and reimbursements for specific purposes. In other cases, Unrestricted Aid can be used at the City's discretion. Finally, Cherry Sheet Offsets are amounts that the City is required to exclude in its annual appropriation. Since these amounts are included on the Cherry Sheet as estimated receipts as well, they do not become a factor in the tax rate.

The City is expected to receive approximately \$224.7 million in State Aid. Of this amount, \$180.49 million is from Chapter 70 funds for education, \$1.6 million is for Charter Tuition Reimbursement, \$36.95 million is Unrestricted General Government Aid, \$4.98 million in Restricted Aid to be used for specific state participating programs, and \$.66 million is used to reimburse the city for lost taxes through exemptions.

EDUCATIONAL AID			
Actual Revenues Fiscal 2008	Estimated Revenues Fiscal 2009	Description	Budgeted Revenues Fiscal 2010
\$ 174,025,314	\$ 180,493,947	Chapter 70	\$ 180,493,947
5,533,047	5,081,120	Charter Tuition Reimbursement	1,698,700
-	125,186	School Choice Receiving Tuition	302,000
162,258	153,297	School Lunch	164,729
\$ 179,720,619	\$ 185,853,550	Total Education Aid	\$ 182,659,376

CHAPTER 70

Under the Educational Reform Act of 1993, many of the Chapter 70 programs that were listed on the Cherry Sheet are now combined as "Base Aid". These programs included Chapter 70 Aid, Equal Education Opportunity, and Per Pupil Education Aid.

Massachusetts General Laws Chapter 70 Base Aid provides financial assistance to cities and towns in order to promote the equalization of the burden of school costs, and to reduce reliance upon the property tax to fund public education. Chapter 70 School Aid is based on a complex formula that takes into account the following factors:

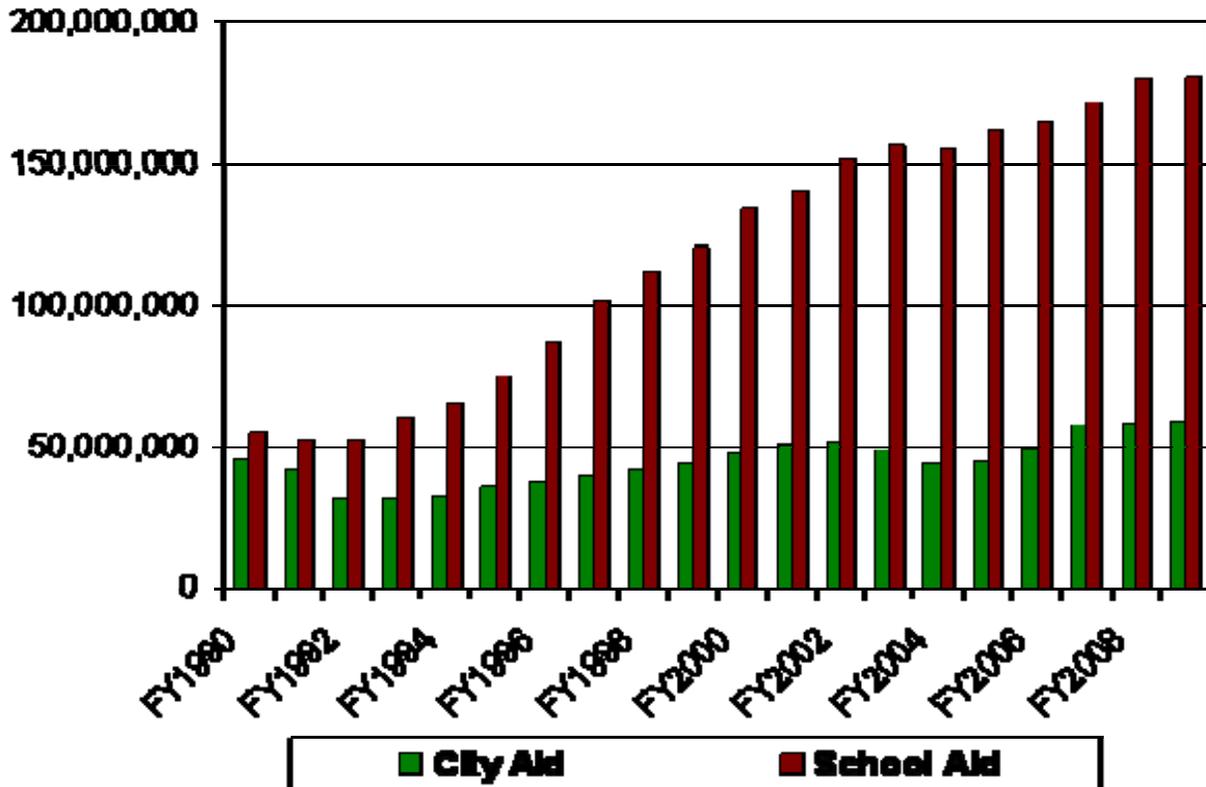
- State wide average per pupil cost,
- local district pupil count, with weighing factors to reflect varying costs among programs, such as special education and vocational education, and
- The municipality’s fiscal ability to pay for education as measured by the equalized valuation per capita as a percent of statewide averages, multiplied by the City’s annually calculated municipal revenue growth factor. (Worcester’s aid is "per pupil" driven rather than "cost" driven.)

Chapter 70 Aid for the Worcester Public Schools is projected to be level funded from Fiscal 2009 at \$180,493,947 for Fiscal 2010. This funding has been directed to the WPS budget for Fiscal 2010.

CHARTER TUITION ASSESSMENT REIMBURSEMENT

The state budget provides funding for reimbursements for charter school tuition in accordance with Chapter 46 of the Acts of 1997. The reimbursement provides full reimbursement of any

new charter school costs each year based upon the tuition formula, but gradually phases out the level of reimbursement over a three-year period. The purpose of the reimbursement is to lessen the impact of charter schools on the sending district's operating budget. It is anticipated that in Fiscal 2010 the Charter Tuition Reimbursement will be \$1,698,700 which is a decrease of \$3,382,420 from the Fiscal 2009 amount of \$5,081,120. The School Choice Receiving Tuition is anticipated to be \$302,000 which is an increase of \$176,814 from the Fiscal 2009 amount of \$125,186.



Actual Revenues Fiscal 2008	Estimated Revenues Fiscal 2009	Description	Budgeted Revenues Fiscal 2010
\$ 17,305,905	\$ 14,203,657	MSBA Reimbursements	\$ 14,203,657
	4,624,447	MSBA Additional Reimbursements	4,625,128
\$ 17,305,905	\$ 18,828,104	Total Reimbursement	\$ 18,828,785

SCHOOL CONSTRUCTION

Massachusetts School Building Authority (MSBA) reimbursements are based on city expenditures associated with school construction costs and interest payments. The reimbursement amount for Fiscal 2010 is projected to be \$14,203,657. The MSBA additional Reimbursements in the amount of \$4,625,128 are due to the city from post construction audits conducted by the MSBA.

Actual Revenues Fiscal 2008	Estimated Revenues Fiscal 2009	Description	Budgeted Revenues Fiscal 2010
\$ 51,721,578	\$ 51,721,578	Unrestricted General Government Aid	\$ 36,955,755
-	-	Revenues Meals & Room Tax Increase	-
615,428	659,870	State Owned Land	659,405
\$ 52,337,006	\$ 52,381,448	Total Unrestricted Aid	\$ 37,615,160

UNRESTRICTED GENERAL GOVERNMENT AID

Unrestricted General Government Aid, previously called Lottery Aid and Additional Lottery Assistance was one of the major State Cherry Sheet items to communities. From Fiscal Year 1982 - Fiscal Year 1989, Local Aid policy was essentially a revenue sharing response to Proposition 2 1/2. A reasonable annual increase in Local Aid became an essential component in the financial planning of many municipalities. The Fiscal 2010 Unrestricted General Government Aid is projected to be \$36,955,755, which is \$14,765,823 million less than the original Fiscal 2009 and Fiscal 2008 State Aid amounts of \$51,721,578. The Governor initiated 9C cuts in Fiscal Year 2009, reducing the amount shown above by \$5Million.

PROPOSED REVENUES MEALS AND ROOM TAX INCREASE

The Municipal Partnership Legislation has been prepared by the Patrick/Murray Administration which recommends raising statewide meals and room occupancy taxes by one penny on the dollar and dedicating the proceeds to municipal aid. Revenues from this source would total more than \$5.8 Million should legislation be approved. The Fiscal Year 2010 budget assumes no revenue from this source.

STATE OWNED LAND

The Commonwealth of Massachusetts reinstated for Fiscal 1993 Massachusetts General Laws Chapter 58, Sections 13-17, which reimburses cities and towns for land within the community that is owned by the Commonwealth and used for certain public purposes (such as wildlife, forests, hospitals, and sewerage treatment). State Owned Land allocations are based on property value of qualifying parcels and the latest three-year statewide average tax rate. The proposed appropriation is run through the formula to determine each community's reimbursement. For Fiscal 2010 payments for State Owned land is estimated at \$659,405, which is a decrease of \$465 from the \$659,870 received in Fiscal 2009.

RESTRICTED AID

Actual Revenues Fiscal 2008	Estimated Revenues Fiscal 2009	Description	Budgeted Revenues Fiscal 2010
\$ 2,410,000	\$ 2,410,000	Urban Revitalization	\$ 2,410,000
2,190,117	2,750,000	Police Career Incentive	1,683,539
119,655	119,655	Regional Public Library	102,640
304,483	314,317	Public Libraries	267,993
347,564	497,083	Veterans Benefits	788,109
\$ 5,371,819	\$ 6,091,055	Total Restricted Aid	\$ 5,252,281

URBAN REVITALIZATION

Worcester receives through the Cherry Sheet aid from the state for The Urban Renewal Project; better know as Worcester's Medical Complex. Authorization of this category of revenue falls under Chapter 121 of the Massachusetts General Laws. This allotment is the state's share to pay for half of the \$40 million in long-term bonds issued by the city to finance this project. The Fiscal 2010 preliminary cherry sheet reports that the funds to the city will remain level funded at \$2,410,000 for Fiscal 2010.

POLICE CAREER INCENTIVE

Members of participating police departments under Chapter 41 of the Massachusetts General Laws receive a salary increase based on the amount of college credits earned towards a law enforcement degree. Cities and towns receive reimbursements for 50% of the salary increases. Officers are compensated with a 10% increase in their base for an Associate Degree, a 20% increase for a Bachelors Degree, and a 25% increase for a Masters Degree. For Fiscal 2010, the Police Career Incentive reimbursement is anticipated to be \$1,683,539, which is a decrease of \$1,066,461 from the Fiscal 2009 amount of \$2,750,000 and is not expected to meet 50% of the City's obligation for this benefit.

REGIONAL PUBLIC LIBRARY

Regional Public Library receives a state aid allocation for the city's participation in the state wide Regional Library program. Due to a change in the state statute, the Central Massachusetts Regional Library System has become an independent non-profit entity that receives funding directly from the Massachusetts Board of Library Commissioners. Previously, this board contracted with the cities of Worcester and Fitchburg to provide services to the public libraries in central Massachusetts. The state also provided funding to the City through the Cherry Sheet to compensate for these services. The Central Massachusetts Regional Library System now serves all types of libraries, including those in schools, colleges, hospitals and businesses. For Fiscal 2010, the Regional Public Library funding is anticipated to be \$102,640, which is a decrease of \$17,015 from the Fiscal 2009 amount of \$119,655.

PUBLIC LIBRARIES

Under Section 78, section 19A, of the Massachusetts General Laws, each municipality which is certified by the Board of Library Commissions, and meets certain requirements or standards for free public library service, receives Cherry Sheet revenues. This amount also appears as a Cherry Sheet Offset and is not subject to appropriation.

VETERANS BENEFITS

Under Chapter 115, Section 6, municipalities can submit applications to the State Department of Veterans Benefits for reimbursements of amounts expended for veterans benefits. The Commissioner of Veterans Services shall examine such certificates, shall allow and endorse thereon such amounts as he finds have been paid and reported in accordance with the provisions of this chapter, and shall transmit the certificates to the comptroller. The commissioner may decide upon necessity of the amount paid in each case, and may allow any part thereof which he deems proper and lawful. Subject to such decision and allowance, seventy-five per cent of the amounts of veterans' benefits paid to applicants by the cities and towns wherein they reside, but the commonwealth shall pay none of the expenses attending the payment of such benefits. The Fiscal 2010 revenue is anticipated to be \$788,109, which is an increase of \$291,026 from the Fiscal 2009 amount of \$497,083.

REIMBURSEMENTS for EXEMPTIONS

Actual Revenues Fiscal 2008	Estimated Revenues Fiscal 2009	Description	Budgeted Revenues Fiscal 2010
\$ 668,998	\$ 684,176	Tax Exemptions	\$ 665,439
		Total Exemptions	\$ 665,439

ELDERLY EXEMPTIONS

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 over the age of seventy with a yearly maximum earnings of \$13,000 for a single person, or \$15,000 for a married person, minus minimum social security exclusions, residing in their property for five years and in the state for ten years with an estate, not in excess of \$28,000 if single, or in excess of \$30,000 if married, with any income producing portion which exceeds one dwelling unit of the domicile being included in the total of the estate, will receive a flat tax exemption of \$500-\$1,000. It is anticipated that the Elderly Exemption appropriation will be level funded in Fiscal 2010 from the Fiscal 2009 appropriation of \$286,642.

VETERANS

Under Massachusetts General Laws, Chapter 59, Section 5, municipalities are reimbursed varying amounts exempted in excess of \$175 (from \$400-\$1,000 depending on eligibility). The Veteran Administration certifies eligibility. Once certified, the veteran simply files an application each year. When a veteran dies, the widow must obtain a statement from the Veterans Administration certifying the veteran's eligibility at the time of death. To complete the process, the local assessor must file the appropriate form with the Department of Revenue. It is anticipated that the Veterans, Blind and Surviving Spouse appropriation will decrease in Fiscal 2010 by \$18,737 to \$378,797 from the Fiscal 2009 appropriation of \$397,534.

BLIND PERSONS

Under Chapter 59, Section 5, Clause 37A of the Massachusetts General Laws, as amended by Section 258 of the Acts of 1982, provides an exemption of \$500 for a legally blind person.

SURVIVING SPOUSES

Chapter 59, Section 5, Clause 17D of the Massachusetts General Laws, as amended by Section 2, Chapter 653 of the Acts of 1982, tax relief is provided to widows, children and certain elderly. Under the provisions of this clause, the estate must not exceed \$40,000, with the portion that exceeds three dwelling units of the domicile being excluded. The amount of the exemption allowed is a flat \$175.

CHERRY SHEET OFFSETS & STATE/COUNTY CHARGES

Actual Charges Fiscal 2008	Estimated Charges Fiscal 2009	Description	Budgeted Charges Fiscal 2010
\$ 304,483	\$ 314,317	Public Libraries	\$ 267,993
-	125,186	School Choice Receiving Tuition	302,000
162,258	153,297	Education - School Lunch	164,729
\$ 466,741	\$ 592,800	Total Cherry Sheet Offsets	\$ 734,722
147,071	147,071	County Assessment	75,759
494,222	456,963	State Assessment	543,585
2,146,536	2,240,269	Regional Transit Authority	2,292,127
186,151	157,137	Special Education	207,227
20,653,914	22,630,767	Charter School/ School Choice	20,507,059
\$ 23,627,894	\$ 25,632,207	State & County Charges	\$ 23,625,757

CHERRY SHEET OFFSETS

Public libraries and the educational offsets (racial equality, charter schools and school lunches) are amounts which the City is required to include in the annual appropriation. Since these amounts are included on the Cherry Sheet as estimated receipts as well, they do not become a factor in the tax rate.

STATE AND COUNTY CHARGES

The City is assessed charges for the operation of the Worcester Regional Transit Authority (WRTA), Regional Planning Council, County Assessment, State Supervision of Retirement Systems, Retiree Health Insurance, Air Pollution, Parking Surcharges, Special Education, and Energy Conservation. Worcester's assessment in Fiscal 2010 for this program is expected to be \$3,118,698, an increase of \$117,258 from the Fiscal 2009 amount of \$3,001,440.

CHARTER SCHOOL & CHOICE ASSESSMENTS

Charter School tuition reimbursements are treated as an educational offset for classification purposes on the city's recapitulation sheets. The state determines the amount to be applied for Charter School tuition reimbursements. Once Determined the Public Schools budget will be adjusted. During Fiscal 2010 Charter Choice/School Tuition Adjustment is expected to be

\$20,507,059. This is a decrease of \$2.12 M from the Fiscal 2009 total assessment of \$22,630,767.

SCHOOL LUNCH

Under Chapter 871 of the Massachusetts General Laws, the City of Worcester will be reimbursed for a portion of the cost of providing school food services. Reimbursement is based on the number and types of meals provided. The reimbursement rate is about 3% of the total program costs. Other funding sources for the school lunch program are generated through the sale of meals and federal government reimbursements. This amount also appears as a Cherry Sheet Offset. The projected funding for the school lunch program in Fiscal 2010 is \$164,729, a \$11,432 increase from the Fiscal 2009 amount of \$153,297 based on the preliminary cherry sheet.

FREE CASH

Free cash is certified by the Department of Revenue by the Bureau of accounts based upon the submission of a community's June 30 balance sheet. A community will receive notification of the amount certified, and subsequently, the amount available for appropriation. No Free Cash is projected for appropriation in the Fiscal Year 2010 Budget.

OTHER AVAILABLE FUNDS

Other available funds consist of revenues previously transferred in from various reserve accounts that are now classified as another available fund for the purposes of the Fiscal 2010 budget. This revenue reclassification allows salary and ordinary maintenance projections to be performed in a more consistent and expedient manner. Funds previously transferred from Parking, Sewer Connection Fees, Construction Inspection Fees, and Hope Cemetery Trust Funds and Lots and Graves Sales are the sources of revenues for this revenue classification. In addition, other funds which are not generated as a revenue collection or state aid are recognized by the Department of Revenue as "Other Available Funds."

LOCAL RECEIPTS

LOCAL RECEIPTS			
	FY09	FY10	%
Motor Vehicle Excise	12,800,000	12,300,000	-3.9%
Othe Excise	760,000	760,000	0.0%
Penalties and Interest	2,522,000	2,572,000	2.0%
Payment in Lieu of Taxes	1,400,000	1,400,000	0.0%
Charges for Services Trash	4,300,000	4,300,000	0.0%
Other Charges for Service	85,000	85,000	0.0%
Fees	1,800,000	1,880,000	4.4%
Federal Reimbursement	5,610,000	5,610,000	0.0%
Federl Grant Reimbursement	522,685	1,678,000	221.0%
Departmental Revenues Cemeteries	210,000	210,000	0.0%
Departmental Revenues Recreation	40,000	40,000	0.0%
Other Dept Revenue	180,000	180,000	0.0%
Licenses and Permits	4,545,220	4,625,000	1.8%
Special Assessments	375,000	395,000	5.3%
Fine and Forfeits	3,515,000	3,837,000	9.2%
Investment Income	1,800,000	1,200,000	-33.3%
Misc Recurring	650,000	650,000	0.0%
Misc Non Recurring	867,402	-	-100.0%
TOTAL LOCAL RECEIPTS	41,982,307	41,722,000	-0.6%

The Motor Vehicle Excise Tax is billed annually through the Assessor's Office with payments being received through the Treasurer's Office. The city or town in which a vehicle is garaged at the time of registration collects the 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 collects the money 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.

PENALTIES & 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.

PAYMENT IN LIEU OF TAXES:

The City of Worcester collects payments in lieu of taxes from certain tax exempt properties within the city. In addition, the city generates 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 development excise tax paid on its local projects. This excise tax is only valid for the first forty 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 thousand of valuation.

HOTEL AND MOTEL TAX:

In accordance with Massachusetts legislation enacted and signed by the Governor in 1985, hotels and motels located within the city pay a maximum of 4% of transient rental of rooms. The hotel or motel operator has the responsibility for collecting the tax from the customer and the Massachusetts Department Revenue has the legal responsibility for collecting the tax receipts from the establishment. Once collected, the state turns the tax receipts over to the city.

FEDERAL REIMBURSEMENTS:

Medicaid reimbursements for school based health services is responsible for this revenue line item. 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 per day for various categories of special education students. Recent changes to the Federal Medicaid Reimbursement Program will allow the city to increase the population pool the city can seek reimbursement for by increasing eligibility thresholds, obtaining eligibility information from the state, and expanding the number of activities considered eligible for Federal Medicaid reimbursement. Administrative Costs incurred by the School System to provide these health-based services are also captured and incorporated into claims and submitted for reimbursement.

FEDERAL GRANT REIMBURSEMENTS

In Fiscal Year 2010, the City assesses a 3% federal and state grant assessment on all eligible grants. This assessment is applied to the financial and certain administrative departments for the services provided for financial, legal, and human resource related services. This assessment increased from 1% to 3% in the Fiscal Year 2010 estimated receipt.

CEMETERY FEES

Hope Cemetery generates most of its revenue from burial fees. Burial fees range from \$100 to \$1,000 per burial depending on the day of the week and whether the deceased is an adult or child. Other revenues include fees charged for foundations, repair orders, canopy tents, liner boxes and other miscellaneous receipts. The Perpetual Care Trust Fund receives forty percent of the sale of lots and graves. The remaining balance supplements the cemetery-operating budget.

RECREATION:

The City charges various organizations and individuals for the use of City parks through the department of Parks and Recreations. Fees range from \$3 to \$10 depending on whether renters want a blanket or individual permit or a lighted or unlighted field. Other revenue is generated from tennis permits, concession receipts from various parks throughout the City, picnicking, woodcutting, wedding permits, and miscellaneous receipts.

FEES:

Several departments throughout the city assess fees for various types of services provided. In general the following describes the types of fees charged, and the departments responsible for collecting the fee.

The Department of Inspectional Services, Building/Zoning Division issues building permits to qualified individuals and companies for demolition, new construction, alterations, repairs, etc., in the city. Permits are established on the cost of the project and are assessed as follows: Projects up to \$1 million are charged \$10 for every \$1,000 in valuation. Projects in excess of \$1 million are charged \$7 for every \$1,000 valuation. The permit fee for new detached 1 and 2 family dwellings are based on square footage with rates ranging from \$250 for dwellings with up to 1,500 square feet, to \$400 for dwellings in excess of 2,500 square feet.

Electrical permits are issued to licensed contractors for a wide variety of electrical work. Permits for electrical work start at \$75. The permits allow for installation of temporary service, air conditioning, emergency service, outlets, commercial signs and many other services.

A plumbing permit is for licensed plumbers to install and repair piping and replace hot water tanks. Rates are charged on a per fixture basis for residential dwellings (starting at \$75 for the first fixture and \$10 for each additional fixture), and for commercial installation (\$100 for the first fixture and \$10 for each additional fixture). Gas fitting permits are issued per fixture and have different rates for residential or commercial installation.

The Department of Inspectional Services, Housing/Health Inspection Division Housing Program permits over 250 vehicles involved in rubbish removal, septage and rendering. The fee for this permit is \$100.00 per vehicle. This program is also responsible for the permitting of temporary chemical toilets. The fee per unit is \$25.00 for an average of 125 permits per year. The Food Protection Program issues over 1,300 permits each year to any establishment offering consumable products to the public. The fee for a Food Service Permit is \$175 and a Retail Food Permit is \$125. Additional fees issued by this division are; Mobile Food Service \$175, Catering Establishment \$175, and Bakery with retail \$300 and Bakery with retail and food service is \$400. This Program is also responsible for the inspection and issuance of permits for tanning facilities \$175 and massage facility permits \$175. The Air, Water, and Hazardous Material Unit collects fees for Percolation Test \$200, Well Permit \$200, and Swimming Pool Permit \$200. The Public Health laboratory receives fees for conducting water analysis, \$10 for a coliform test of drinking water and \$25 for a bathing beach or swimming pool. The Inspectional Services, Animal Control Division, receives \$50 for a permit to keep and display animals in the city. The Lead poisoning prevention program issues Certificates of Fitness for city dwellings at a cost of \$100.

The Worcester Public Library generates revenue from fines, fees, and other miscellaneous receipts. Fines ranging from \$.10 to \$7.50 per day are assessed for an overdue book, video or cassettes. To replace a library card it costs \$.50 (children and senior citizens) to \$1(adults).

The Worcester Police Department generates fees for various services. The majority of revenue is from a 10% surcharge for the private use of off- duty police officers. The revenue derived from this program is used to administer the police detail office and to administer the processing of special duty payment. In addition, fees are charged for official copies of police records, photocopying services, restitution by criminal offenders, and costs for outside communities sending police cadets and officers to the Worcester police academy.

The Worcester Fire Department generates revenue from fire alarm service fees issued to numerous business properties and residential dwellings within the City (\$300 per service). This service connects a commercial or residential dwelling to the fire department emergency response system that allows the Fire Department to be notified immediately of an emergency situation.

The Office of the City Clerk generates revenue from fees charged for various services such as certified copies of birth, marriage and death certificates, board of appeals petitions, declaration of trust, and other miscellaneous fees.

Other departments and the types of fees contributing to this category of revenue include the cost for review of site plans through the Planning Board, The Office of the City Treasurer from the return of personal checks due to insufficient funds, and Department of Public Works through vending machine commissions. In addition, revenue collected from pay telephone commissions, zoning ordinance and tax map fees are included in this category of receipts.

OTHER:

The City collects revenue from the sale of surplus properties (usually equipment) sold to the highest bidder. Contained within this category are revenues received from the Federal Emergency Management Services. Also, towing contract revenues received from vendors who individually bid on the 10 specific zones of the City are an operation of the Emergency Management Administration and 50% of the cost are placed in this account category.

CHARGES FOR SERVICES:

This category represents the annual rental amount collected for the tenants of the Worcester Memorial Auditorium. With the new courthouse operational the net revenue to be received by the city in addition to any operational costs is uncertain. As a result no revenue is estimated to be received by the City from the State in Fiscal 2009.

LICENSES AND PERMITS:

Many city departments contribute to this category of revenue through the services being provided by the particular agency. The following outlines the major categories of licenses and permits issued, a description of the how the fee is determined, and the department responsible for the collection of the license or permit.

CITY CLERK OFFICE FEES

The Worcester City Clerk adjusted the fees in FY 07 for various records being requested by residents. These individual fee increases were designed to keep pace with the increased costs being incurred by the Clerk's Office to provide these services.

COMMON VICTUALER AND ALCOHOL LICENSES:

Through the License Commission and other supporting agencies, a common victualer license, is issued to business owners for preparation and sale of food on the premises. Under Chapter 138 of the General Laws of Massachusetts, the City can grant licenses regulating the sale of alcohol beverages. License fees vary depending upon the type of establishment, closing hours, number of days open and whether the license is for all alcohol or beer and wine. The License

Commission voted to increase liquor licenses BY \$750 per license in FY08 to generate additional revenues for the city and to keep pace with rising City costs.

OTHER REVENUES:

Other revenues come from the issuance of permits and licenses by various departments including Police, Fire and Department of Public Works. Permits and licenses issued include firearm permits, oil burner installation permits, street-opening permits, occupancy permits and vendor licenses.

FINES & FORFEITS:

Parking tickets are a means to enforce parking regulations with revenues ranging from \$10 for a meter violation to \$200 for parking in a Handicap zone. Other income includes boot removal fees, court fines assessed through motor vehicle violations, and health violations. Late fees assessed delinquent bills are also placed within this category of revenue.

INVESTMENT INCOME:

The City regularly invests temporarily idle cash and receives interest on these funds. Interest rates, and hence interest earnings, are subject to market conditions.

SPECIAL ASSESSMENTS:

Special assessments are collected from property owners to provide funds to implement capital improvement projects such street betterments. The special assessment rates are set by the City Council, and are paid in full or financed over a period of years.

SOLID WASTE DISPOSAL FEE:

On November 29, 1993, the City instituted a "pay as you throw" trash collection program. To use the city's collection program, residents must dispose of solid waste in City approved yellow trash bags.

At the onset of the program the bags cost \$.50 each for a large bag. No small bags were available until January 1995 when a small bag costing half of a large bag was introduced. On July 1, 2002 the large bags increased to \$1.00 each and small bags were increased to \$.50 each. The FY 08 budget increased the bag fee to \$1.50 for large bags and \$.75 for small bags to offset a portion of the nearly \$8.0 million in total costs to be incurred by the City to perform this service.

The yellow trash bags are available in stores throughout the area. Since the implementation of this "pay as you throw" program, Worcester has been at the forefront of recycling throughout the nation. The bag fee was established to defray the cost of continued collection and disposal of household trash and the implementation of other services including the curbside-recycling program. Fully funding the program would require the cost of the large yellow bag to be \$3.0 per bag.

MISCELLANEOUS RECURRING AND NON-RECURRING

Miscellaneous revenues incorporates revenues earned in prior years but which are receipts into the general fund in the current year of operations, any prior year reversions which occur after all

obligations are paid to vendors, receipts derived from any health insurance refunds due the City, and any other extraordinary general receipt in which a revenue account is not already established in the City's Financial System.

WORCESTER CITY COUNCIL

City Hall Room 112
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1049

Mayor Konstantina B. Lukes

Councilor Joffrey A. Smith - *District 1*
Councilor Philip P. Palmieri - *District 2*
Councilor Paul P. Clancy, Jr. - *District 3*
Councilor Barbara G. Haller - *District 4*
Councilor William J. Eddy - *District 5*

Councilor Frederick C. Rushton
Councilor Joseph M. Petty
Councilor Gary Rosen
Councilor Kathleen M. Toomey
Councilor Michael J. Germain

Divisional Overview:

The City Council is elected by the registered voters of the City of Worcester. The City Council consists of eleven individual persons, six members elected At-Large and five District members, each of whom is elected from one of the five election districts. The City Council is the governing body and exercises all the legislative powers of the City, except those powers that are reserved by the City Charter to the School Committee or to qualified voters in the City of Worcester.

All candidates nominated in the preliminary election for the office of City Councilor-at-large appear on the ballot as a candidate for Mayor, unless the individual withdraws his or her name from nomination to the office of Mayor. The Mayor, under the City Charter, is recognized as the official head of the City for all ceremonial purposes. This individual shall be the Chair of the City Council and, also shall serve as the Chair of the School Committee.

The City Council meets every Tuesday evening, except during the months of July and August when it meets only at the request of the Mayor, the Vice Chairman, or any five members of the City Council. The City Council is organized into eleven committees, providing much of the research and legislative analysis for major policy issues before the Council.

Within the period prescribed in the General Law, the City Manager submits to the City Council an annual budget. The City Council may, and upon written request of at least ten voters, give notice of a public hearing to be held on the annual budget, prior to final action. 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, or the total of the annual budget.

If the City Manager fails to submit the annual budget to the City Council within the period prescribed by the General Law, the City Council shall within thirty days upon its own initiative prepare the annual budget. The City Council, within fifteen days of the annual budget preparation shall proceed to act by voting on the amounts in the appropriation for the purposes

stated to the same extent as though based upon the City Managers annual budget, but 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 forty-five days after the annual budget preparation, any budget amount, without further action by the City Council becomes part of the appropriations for the year, and available for the purposes specified.

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 of the same department, but no transfer shall be made of any amount appropriated for the use of any department to the appropriation of another department except by two-thirds vote of the City Council. This transfer can only be done on the recommendation of the City Manager and with the written approval of the amount of the transfer by the department having control of such appropriation.

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 214,462.26	\$ 324,000.00	91000	\$ 324,000.00
OVERTIME	-	-	97000	-
ORDINARY MAINTENANCE	26,709.34	26,867.00	92000	26,867.00
TOTAL	\$ 241,171.60	\$ 350,867.00		\$ 350,867.00
TOTAL POSITIONS	11	11		11

BUDGET SUMMARY INFORMATION

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The recommended Fiscal 2010 budget for the Office of the City Council is \$350,867.00, which represents a level funded budget from the Fiscal 2009 budget. The total Personal Services budget is recommended to be \$324,000.00. The Total Ordinary Maintenance budget for Fiscal 2010 is also level funded at \$26,867.00.



CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
CITY COUNCIL- DEPARTMENT #010

FY09				FY10	
TOTAL	APPROVED	PAY	TITLE	TOTAL	RECOMMENDED
POSITIONS	FY09 AMOUNT	GRADE		POSITIONS	FY10 AMOUNT
1	\$ 34,000.00	FL	MAYOR	1	\$ 34,000.00
10	290,000.00	FL	COUNCILOR	10	290,000.00
11	<u>324,000.00</u>	010-91000	TOTAL RECOMMENDED PERSONAL SERVICES	11	<u>324,000.00</u>
<hr/>					
	\$ 26,867.00		ORDINARY MAINTENANCE		\$ 26,867.00
	<u>\$ 26,867.00</u>	010-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 26,867.00</u>
<hr/>					
	<u>\$ 350,867.00</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 350,867.00</u>

OFFICE OF THE MAYOR

Konstantina B. Lukes

Mayor

City Hall - Room 305

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1153

Departmental Overview:

The Mayor, under the provision set forth in the City's Charter, is recognized as the highest ranking elected political official. The Mayor serves as chair of the City Council and the Worcester School Committee. The Mayor is recognized as the official head of the City for all ceremonial purposes, by the courts for serving civil process, and by the governor for military purpose.

The Mayor's Office is the administrative support office for the Mayor of Worcester. The office serves the City of Worcester as a hub for constituent service and problem solving. The Mayor's Office handles constituent complaints and provides access to City government for community and civic groups. The Mayor's staff organizes numerous special events, public celebrations, and receives distinguished visitors. The Mayor's Office consists of a secretary to the mayor and two assistant secretaries to the Mayor.

Those candidates nominated in the preliminary election for the Office of Councilor at Large appear on the ballot as a candidate for Mayor unless the candidate withdraws his or her name from nomination to the Office of Mayor. The candidate elected Councilor-at-Large and receiving the largest number of votes for the Office of Mayor is elected to be the Mayor.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
SALARIES	\$ 87,380.05	\$ 98,582.00	91000	\$ 101,856.60
OVERTIME	-	-	97000	-
ORDINARY MAINTENANCE	5,028.67	5,205.00	92000	5,205.00
TOTAL	\$ 92,408.72	\$ 103,787.00		\$ 107,061.60
TOTAL POSITIONS	3	3		3

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total Fiscal 2010 budget for the Office of the Mayor is recommended to be \$107,062, which represents an increase of \$3,275 from the Fiscal 2009 budget amount of \$103,787. This increase represents step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The Ordinary Maintenance budget for Fiscal 2010 is recommended to be level funded from Fiscal 2009 at \$5,205.00.



KONSTANTINA B. LUKES, MAYOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF MAYOR- DEPARTMENT #030**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 56,249.65	39	SECRETARY TO MAYOR	1	\$ 58,872.96
2	42,332.49	35	ASSISTANT SECRETARY TO MAYOR	2	42,983.64
3	\$ 98,582.14	030-91000	TOTAL RECOMMENDED PERSONAL SERVICES	3	\$ 101,856.60
<hr/>					
	\$ 5,205.00		ORDINARY MAINTENANCE		\$ 5,205.00
	\$ 5,205.00	030-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 5,205.00
<hr/>					
	\$ 103,787.14		TOTAL RECOMMENDED TAX LEVY		\$ 107,061.60

OFFICE OF THE CITY CLERK

David J. Rushford
City Clerk
City Hall - Room 206
455 Main Street
Worcester, Massachusetts 01608
(508) 799 - 1121

Departmental Mission Statement:

The mission of the Office of the City Clerk is to:

- a. Facilitate the operations of the City of Worcester as a municipal corporation
- b. To act as the official keeper and archivist of City records

Departmental Overview:

The City Clerk is elected by the City Council and is the keeper of the City records entrusted to his care. The Clerk, when requested, attests to the validity of City records. The City Clerk has two assistants who exercise the Clerk's authority when delegated by the City Clerk or in his absence. The City Clerk's Office prepares agendas for the City Council and the Standing Committees. The signature of the City Clerk is needed for all actions of the City as to orders, ordinances, and appropriations.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 617,294.34	\$ 678,558.30	91000	\$ 603,171.23
OVERTIME	848.23	1,000.00	97000	1,000.00
ORDINARY MAINTENANCE	26,663.28	21,053.00	92000	26,693.00
TOTAL	\$ 644,805.85	\$ 700,611.30		\$ 630,864.23
TOTAL POSITIONS	13	14		12

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The City Clerk’s tax levy budget for Fiscal 2010 is recommended to be \$630,864.23, an overall decrease of \$69,747.07 from the approved budget for Fiscal 2009 of \$700,611.30.

The Personal Services budget for Fiscal 2010 is recommended to be \$603,864.23 which is a decrease of \$75,387.07 from the Fiscal 2009 budget amount of \$678,558.30. This decrease is a result of the elimination of a Staff Assistant II position and a Senior Clerk & Typist position in the amount of \$85,174.95. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009 in the amount of \$9,787.88.

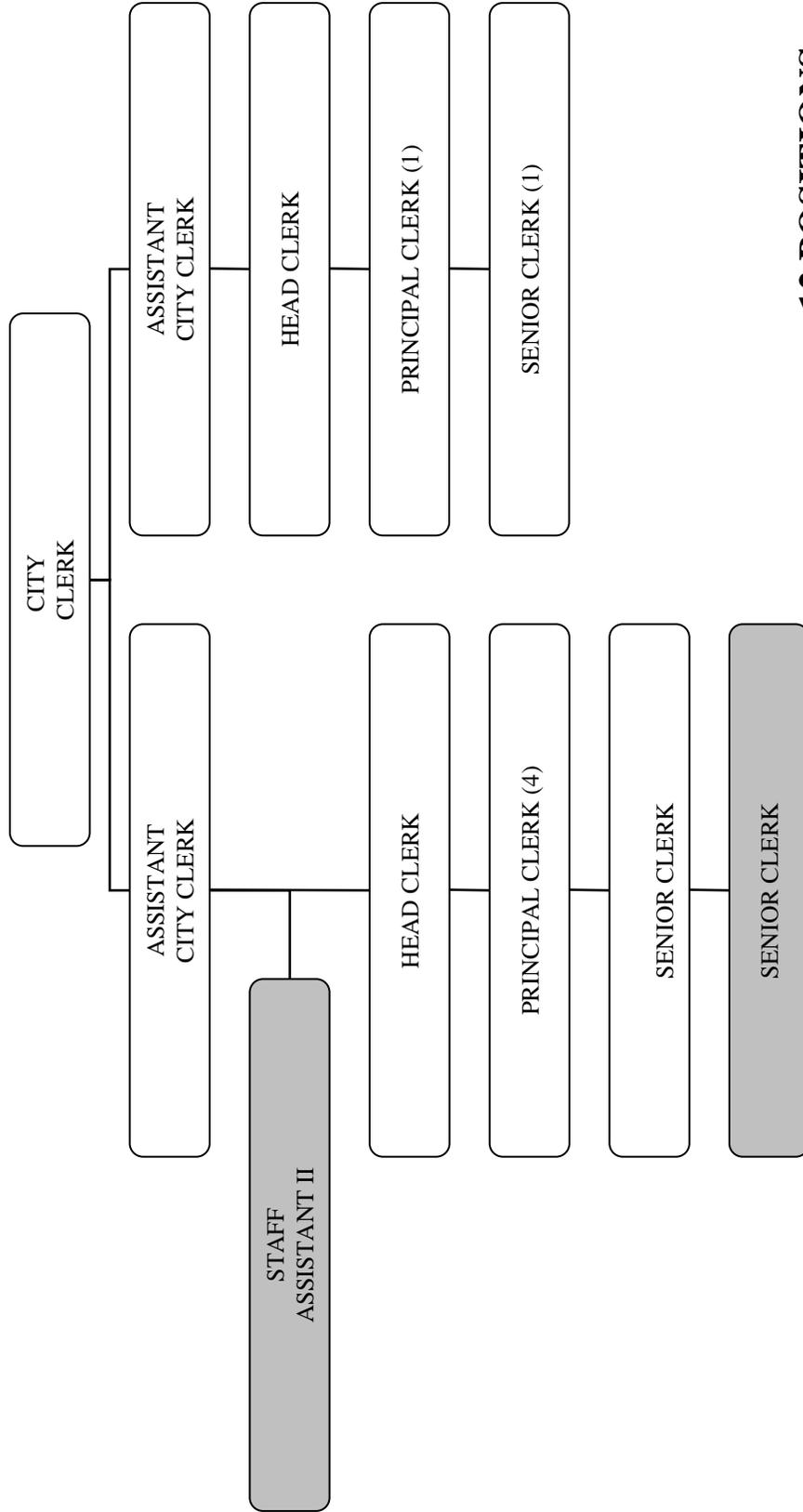
The Overtime budget of \$1,000 is recommended to be level funded in Fiscal 2010.

The recommended Ordinary Maintenance budget for Fiscal 2010 is recommended to be \$26,693, a \$5,640 increase over the Fiscal 2009 Ordinary Maintenance budget of \$21,053 which represents the new lease of the office copier.

CITY OF WORCESTER

DEPARTMENT OF CITY CLERK

CITY CLERK DIVISION



12 POSITIONS



DAVID J. RUSHFORD, CITY CLERK
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE CITY CLERK
DIVISION OF THE CITY CLERK - DIVISION #100

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 124,023.23	56EM	CITY CLERK	1	\$ 125,259.12
2	123,685.81	44EM	ASSISTANT CITY CLERK	2	124,904.16
1	51,372.32	35	STAFF ASSISTANT 2	0	-
2	84,581.36	30	HEAD CLERK	2	87,192.37
5	192,829.20	27	PRINCIPAL CLERK	5	196,058.28
3	98,885.38	22	SENIOR CLERK TYPIST	2	66,576.30
<u>14</u>	<u>\$ 675,377.30</u>		TOTAL SALARIES	<u>12</u>	<u>\$ 599,990.23</u>
	9,681.00		EM INCENTIVE PAY		9,681.00
	4,000.00		STIPENDS - CITY CLERK, CLERK OF THE CITY COUNCIL		4,000.00
	(10,500.00)		VACANCY FACTOR		(10,500.00)
<u>14</u>	<u>\$ 678,558.30</u>	100-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>12</u>	<u>\$ 603,171.23</u>
	1,000.00		OVERTIME		1,000.00
	<u>\$ 1,000.00</u>	100-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 1,000.00</u>
	\$ 21,053.00		CITY CLERK ORDINARY MAINTENANCE		\$ 26,693.00
	<u>\$ 21,053.00</u>	100-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 26,693.00</u>
	<u>\$ 700,611.30</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 630,864.23</u>

BOARD OF ELECTION COMMISSIONERS

David J. Rushford

City Clerk

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1134

Divisional Mission Statement:

The mission of the Election Commission is to:

- a. Conduct elections, register voters, and conduct an annual census, or street listing, in accordance with the Massachusetts Election Laws and Regulations as well as the Worcester Home Rule Charter

Divisional Overview:

The mission of the Office of the Election Commission is threefold: 1) to conduct state and municipal elections in accordance with the Massachusetts Election Laws and Regulations as well as Worcester's Home Rule Charter; 2) to register all voters and inform them of their polling location; and 3) to communicate annually with the residents of every building in the City and make a true list containing, as nearly as ascertainable, the name, date of birth, occupation, nationality, and residence of every person three years of age or older.

The majority of the department's effort is in the conduct of elections, beginning January with the preparation of nomination papers, and continuing through the certification of signatures, filing, ballot design and bid, servicing of voting equipment, and setting up of polling locations. In fiscal 2010, the department will conduct two elections: the Municipal Preliminary Election in September and the Municipal Election in November.

The new and simplified registration procedures are paying dividends - Worcester's voter registration is over 88,000. This office continues to seek avenues to increase voter education and participation in order to increase Worcester's total electorate.

The Election Commission and support staff continually review all 50 polling locations to determine whether or not safer and more convenient locations may be implemented

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved		Recommended
	Fiscal 2008	Budget for	Account	Appropriation
		Fiscal 2009	Number	Fiscal 2010
EXPENDITURES				
SALARIES	\$ 401,226.92	\$ 291,891.06	91000	\$ 280,301.68
ORDINARY MAINTENANCE	113,294.05	106,850.00	92000	84,885.00
TOTAL	\$ 514,520.97	\$ 398,741.06		\$ 365,186.68
TOTAL POSITIONS	8	8		6

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The gross departmental tax levy budget for Fiscal 2010 is \$365,186.68, which is a decrease of \$33,554.38 from the Fiscal 2009 amount of \$398,741.06.

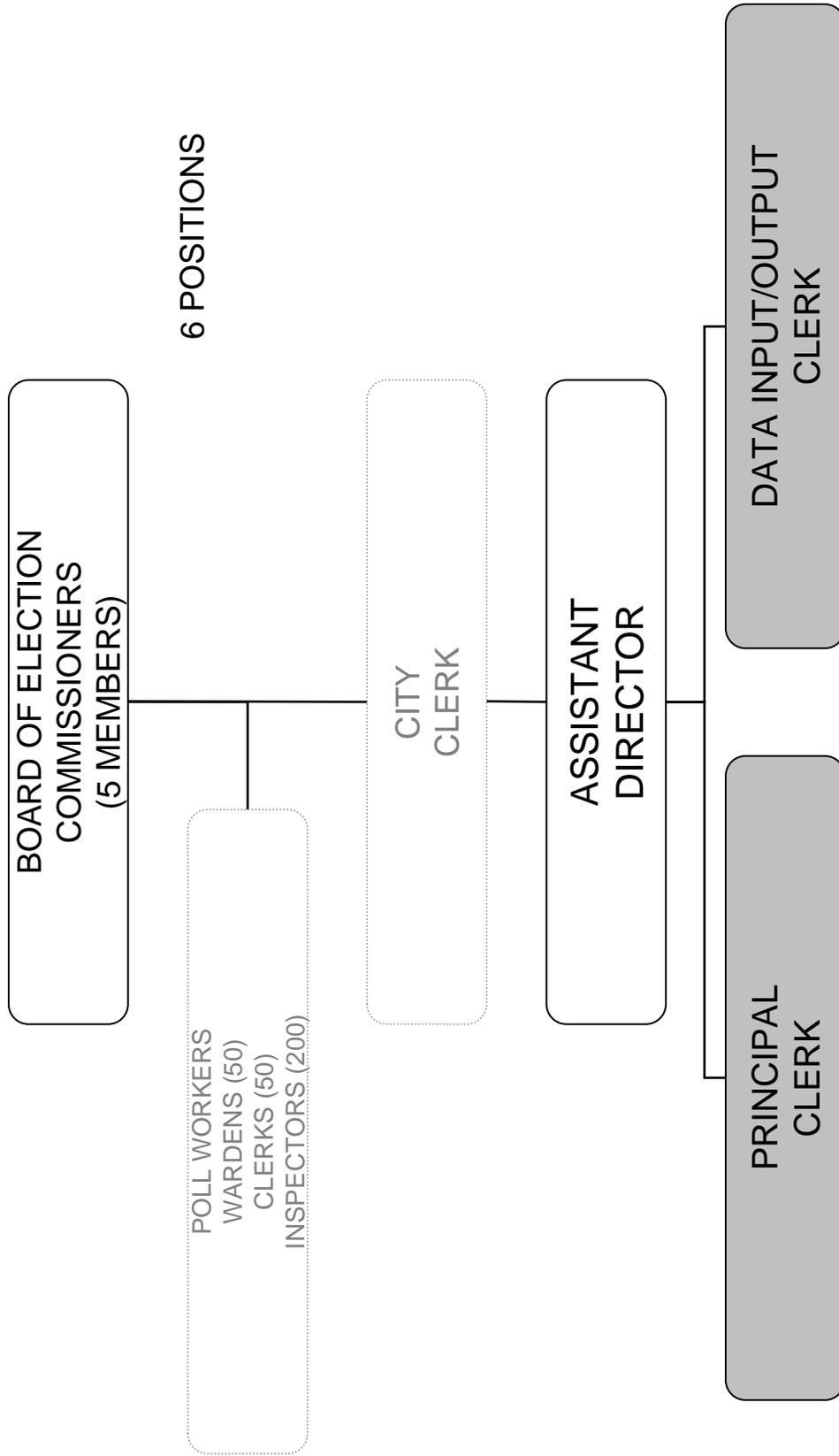
The recommended personal services tax levy budget for Fiscal 2010 is \$280,301.68, which is a decrease of \$11,589.38 from the Fiscal 2009 amount of \$291,891.06. This decrease is a result of the elimination of a Principal Clerk position and a Data Input/Output Clerk position in the amount of \$76,096.32. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009 in the amount of \$2,928.94 and the reduction of \$36,300 from the State which is only paid for during state elections. The miscellaneous salaries which is used to pay the election workers is also recommended to be increased by \$25,278 based on the previous year's election costs.

The Fiscal 2010 tax levy Ordinary Maintenance budget is recommended to be \$84,885, which is a decrease of \$21,965 from the Fiscal 2009 amount of \$106,850. This decrease is mainly a result of the cost associated with the notification of new polling places in Fiscal 2009 in the amount of \$30,000 and the reduction of \$1,500 in miscellaneous ordinary maintenance costs. The decrease is offset by the increased cost of the street listing expenses by \$6,775 and the new lease on the office copier of \$2,760.

CITY OF WORCESTER

DEPARTMENT OF CITY CLERK

ELECTION COMMISSION DIVISION





DAVID J. RUSHFORD, CITY CLERK
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE CITY CLERK
DIVISION OF ELECTION COMMISSION - DIVISION #150

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
5	\$ 6,500.00	FL	ELECTION COMMISSIONER	5	\$ 6,500.00
1	48,590.78	38M	ASSISTANT DIRECTOR OF ELECTIONS	1	50,773.68
1	38,993.19	27	PRINCIPAL CLERK	0	-
1	36,357.09	25	DATA INPUT/OUTPUT CLERK	0	-
<u>8</u>	<u>\$ 130,441.06</u>		REGULAR SALARIES	<u>6</u>	<u>\$ 57,273.68</u>
	199,750.00		MISCELLANEOUS SALARIES		225,028.00
	(2,000.00)		VACANCY FACTOR		(2,000.00)
<u>8</u>	<u>\$ 328,191.06</u>		TOTAL RECOMMENDED SALARIES	<u>6</u>	<u>\$ 280,301.68</u>
	(36,300.00)		FUNDING SOURCES:		-
	(36,300.00)		STATE REIMBURSEMENTS FOR STATEWIDE ELECTION		-
			TOTAL FUNDING SOURCES		-
<u>8</u>	<u>\$ 291,891.06</u>	150-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>6</u>	<u>\$ 280,301.68</u>
	\$ 5,200.00		ELECTION COMMISSION ORDINARY MAINTENANCE		5,200.00
	61,425.00		ELECTIONS ORDINARY MAINTENANCE		32,685.00
	11,000.00		ELECTION SYSTEMS MAINTENANCE		11,000.00
	10,000.00		CENSUS- 2010		10,000.00
	19,225.00		STREET LISTING		26,000.00
	<u>\$ 106,850.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 84,885.00</u>
	<u>\$ 106,850.00</u>	150-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 84,885.00</u>
	<u>\$ 398,741.06</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 365,186.68</u>

AUDITING DEPARTMENT

James A. DelSignore
City Auditor
City Hall - Room 102
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1053

Departmental Mission Statement:

The mission of the Auditing Department is to:

- a. Perform pre-audits of all invoices and payrolls submitted for payment by the City departments
- b. Producing timely and accurate financial reports
- c. Enforce the City's budget

Departmental Overview:

The City Auditor and employees of the Auditing Department act as the fiscal "watchdog" for the City Council for whom the Auditor is an employee. The City Auditor is required to attend the weekly meetings of the City Council and is also the "ex-officio" member of the Worcester Retirement Board. The Auditing Department has three primary function areas: Accounting, Accounts Payable, and Payroll.

The *Accounting Section* maintains and analyzes the City's financial records and prepares the City's Comprehensive Annual Financial Report and State required Schedule A report relative to the City's finances. The office coordinates the City's annual participation in the Federal "Single Audit" performed by an independent public accounting firm. The department prepares various reports in response to City Council requests, maintains a perpetual inventory of the City's fixed assets and performs the statutory requirements as described in Chapter 41 of the Massachusetts General Laws. Additionally, the department participates in bond rating reviews of the City.

The responsibilities of the *Accounts Payable* section are to pre-audit every invoice paid by the City for accuracy and propriety as well as to ensure funds are available for payment. It also verifies that funds are available before the City enters into various contracts and monitors payments against those contracts. Further, this section data enters the City's expenditures, journal entries, and cash receipts and disbursements packages into City ledgers. This section also stores vendor invoices and accounting journals.

The *Payroll Section* is responsible for the pre-audit of all City payroll; storage of payroll registers to disc by document imaging, and enforcement of the budget for payroll statutory accounts.

The Auditing Department will continue to live up to its high standards as demonstrated by such benchmarks as receiving an unqualified “clean” audit opinion and the Certificate of Achievement for Excellence in Financial Reporting.

BUDGET SUMMARY INFORMATION

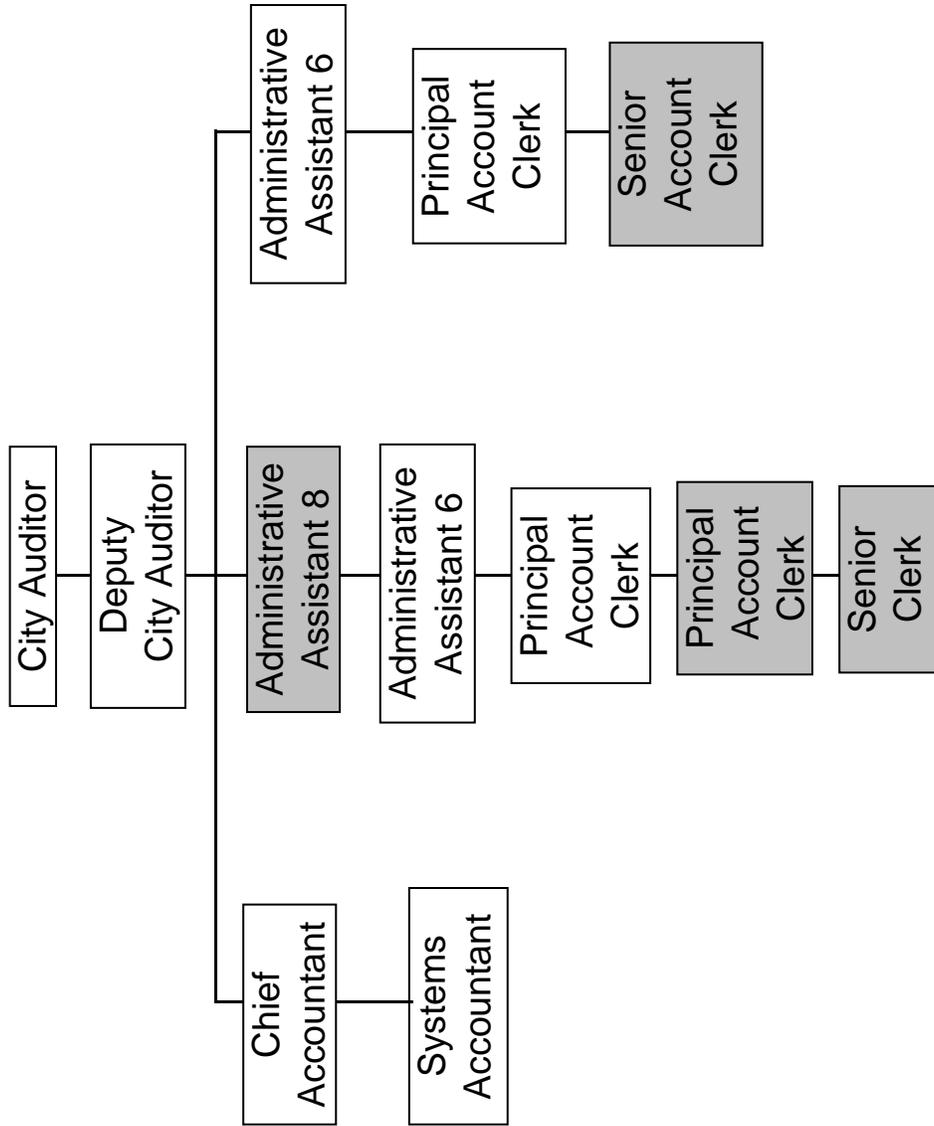
TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
EXPENDITURES		Fiscal 2009		Fiscal 2010
SALARIES	\$ 606,523.78	\$ 618,989.06	91000	\$ 479,772.56
OVERTIME	2,150.00	2,193.00	97000	2,193.00
ORDINARY MAINTENANCE	82,098.60	85,059.00	92000	85,059.00
TOTAL	\$ 690,772.38	\$ 706,241.06		\$ 567,024.56
TOTAL POSITIONS	10	11		8

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The Auditing Department’s tax levy budget for Fiscal 2010 is recommended to be \$567,024.56 an overall decrease of \$139,216.50 from the Fiscal 2009 budget of \$706,241.06. The funding sources used to support the department’s operations have been adjusted to reflect the level of activity to support those enterprise accounts. Funding sources totaling \$41,886.00, in addition to \$567,024.56 in tax levy funding, will be used to finance the department. The recommended decrease in the Personal Services budget is \$139,316.50; this is reflective of the elimination of the Administrative Assistant 8, two Principal Account Clerks and the Senior Clerk. The position of Senior Account Clerk has been added to the Fiscal 2010 Budget. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The tax levy ordinary maintenance budget for Fiscal 2010 is recommended to be level funded at \$85,059.00.

AUDITING DEPARTMENT ORGANIZATIONAL CHART



8	TOTAL POSITIONS
0	GRANT FUNDED POSITIONS
0	PROJECT FUNDED POSITIONS
8	TAX LEVY POSITIONS



JAMES A. DELSIGNORE, CITY AUDITOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
AUDITING DEPARTMENT - DEPARTMENT #650**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 126,027.13	56EM	CITY AUDITOR	1	\$ 127,284.48
1	97,113.92	48EM	DEPUTY AUDITOR	1	98,073.36
1	69,761.75	42M	CHIEF ACCOUNTANT	1	70,449.12
1	60,503.77	38M	ADMINISTRATIVE ASSISTANT 8	0	-
1	52,393.22	38	SYSTEM ACCOUNTANT	1	54,891.04
2	95,954.04	33	ADMINISTRATIVE ASSISTANT 6	2	93,412.91
3	121,471.49	28	PRINCIPAL ACCOUNT CLERK	1	40,891.39
0	-	25	SENIOR ACCOUNT CLERK	1	29,880.53
1	30,874.00	22	SENIOR CLERK	0	-
<u>11</u>	<u>\$ 654,099.33</u>		REGULAR SALARIES	<u>8</u>	<u>\$ 514,882.83</u>
	764.73		CONTRACTUAL STIPENDS AND EXTRAS		764.73
	8,888.00		EM INCENTIVE PAY		8,888.00
	(5,618.00)		VACANCY FACTOR		(5,618.00)
<u>11</u>	<u>658,134.06</u>		TOTAL SALARIES	<u>8</u>	<u>518,917.56</u>
			FUNDING SOURCES:		
	(21,965.00)		WATER REVENUES		(21,965.00)
	(15,585.00)		SEWER REVENUES		(15,585.00)
	<u>(1,595.00)</u>		GOLF COURSE REVENUES		<u>(1,595.00)</u>
	<u>(39,145.00)</u>		TOTAL FUNDING SOURCES		<u>(39,145.00)</u>
<u>11</u>	<u>618,989.06</u>	650-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>8</u>	<u>479,772.56</u>
	2,193.00		OVERTIME		2,193.00
	<u>2,193.00</u>	650-97000	TOTAL RECOMMENDED OVERTIME		<u>2,193.00</u>
	\$ 9,300.00		REGULAR ORDINARY MAINTENANCE		\$ 9,300.00
	78,500.00		CITY AUDIT		78,500.00
	<u>\$ 87,800.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 87,800.00</u>
			FUNDING SOURCES:		
	(67.00)		CREDIT FROM GOLF COURSE		(67.00)
	(996.00)		CREDIT FROM SEWER		(996.00)
	<u>(1,678.00)</u>		CREDIT FROM WATER		<u>(1,678.00)</u>
	<u>(2,741.00)</u>		TOTAL FUNDING SOURCES		<u>(2,741.00)</u>
	<u>\$ 85,059.00</u>	650-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 85,059.00</u>
	<u>\$ 706,241.06</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 567,024.56</u>

CONTRIBUTORY PENSIONS - DEPARTMENT #161

Elizabeth A. Early
Executive Secretary
 City Hall - Room 103
 455 Main Street
 Worcester, Massachusetts 01608
 (508) 799-1062

Departmental Overview:

The City's retirement system is a contributory defined benefit plan that covers employees of the City. The System is administered by a five member Retirement Board consisting of the Auditor (ex-officio), two elected members who are also members of the system, a member appointed by the City Manager, and a member selected by the other four members.

In August 1998, the City of Worcester was granted special legislation to issue Pension Obligation Bonds in an effort to fully fund the City's actuarial accrued unfunded pension liability. On December 8, 1998, the City issued \$212 million in bonds to fully fund its unfunded pension liability at that time.

In accordance with the provisions of Chapter 32, it has been determined that the City of Worcester will need to appropriate \$19.58 million for its normal retirement costs (retirement costs for existing city employees and amortization of the unfunded actuarial accrued liability) and early retirement incentive liabilities for fiscal 2010. This amount is exclusive of any payments to be made by the Worcester Public Schools system and the Worcester Housing Authority.

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
CONTRIBUTORY	\$ 14,068,309.80	\$ 14,499,563.00	96000	\$ 16,835,038.00
TOTAL	\$ 14,068,309.80	\$ 14,499,563.00		\$ 16,835,038.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The City of Worcester's tax levy pension assessment for Contributory retirement cost for Fiscal 2010 is \$16,835,038. This amount is \$2,335,475 more than the Fiscal 2009 tax levy budget of \$14,499,563. This increase is due to the investment performance of the Retirement System and is offset by the assumption that the funding schedule will be lengthened by 10 years beyond the 2028 maturity date pending state legislation.



**CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
CONTRIBUTORY PENSIONS- DEPARTMENT #161**

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 14,560,930.00	CONTRIBUTORY PENSIONS	\$ 17,088,605.00
<u>14,560,930.00</u>	TOTAL FRINGE BENEFITS	<u>17,088,605.00</u>
	FUNDING SOURCES:	
(108,316.00)	AIRPORT REVENUES	(124,441.00)
(29,346.00)	GOLF REVENUES	(42,928.00)
(656,026.00)	SEWER REVENUES	(783,578.00)
(916,605.00)	WATER REVENUES	(1,083,483.00)
(426,560.00)	FEDERAL GRANT	(294,623.00)
<u>(2,136,853.00)</u>	TOTAL FUNDING SOURCES	<u>(2,329,053.00)</u>
<u>\$ 12,424,077.00</u>	161-96000 TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 14,759,552.00</u>
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<u>\$ 12,424,077.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 14,759,552.00</u>



**CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
CONTRIBUTORY PENSIONS- DEPARTMENT #161
EARLY RETIREMENT COSTS**

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 1,052,724.00	EARLY RETIREMENT CONTRIBUTIONS- FY02	\$ 1,052,724.00
<u>372,235.00</u>	EARLY RETIREMENT CONTRIBUTIONS- FY03	<u>372,235.00</u>
<u>\$ 1,424,959.00</u>	TOTAL FRINGE BENEFITS	<u>\$ 1,424,959.00</u>
	FUNDING SOURCES:	
(2,368.00)	GOLF REVENUES	(2,368.00)
(183,559.00)	SEWER REVENUES	(183,559.00)
<u>(176,332.00)</u>	WATER REVENUES	<u>(176,332.00)</u>
<u>(362,259.00)</u>	TOTAL FUNDING SOURCES	<u>(362,259.00)</u>
<u>\$ 1,062,700.00</u>	161-96000 TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 1,062,700.00</u>
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<u>\$ 1,062,700.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 1,062,700.00</u>



**CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
 CONTRIBUTORY PENSIONS- DEPARTMENT #161
 SECTION 90 PENSIONS**

TITLE

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 1,067,316.00	SECTION 90 CONTRIBUTORY PAYMENTS	\$ 1,067,316.00
<u>1,067,316.00</u>	TOTAL FRINGE BENEFITS	<u>1,067,316.00</u>
	FUNDING SOURCES:	
(474.00)	AIRPORT REVENUES	(474.00)
(165.00)	GOLF REVENUES	(165.00)
(20,963.00)	SEWER REVENUES	(20,963.00)
<u>(32,928.00)</u>	WATER REVENUES	<u>(32,928.00)</u>
<u>(54,530.00)</u>	TOTAL FUNDING SOURCES	<u>(54,530.00)</u>
<u>\$ 1,012,786.00</u>	161-96000 TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 1,012,786.00</u>
<hr/>		
<u>\$ 1,012,786.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 1,012,786.00</u>



CITY OF WORCESTER- ALLOCATION OF PENSION COSTS BY DEPARTMENT
CONTRIBUTORY PENSIONS- DEPARTMENT #161

<u>DEPARTMENT</u>	<u>FY09 NORMAL</u>	<u>FY09 2002 ERI</u>	<u>FY09 2003 ERI</u>	<u>FY09 SECTION 90</u>	<u>FY09 UNFUNDED LIABILITY</u>	<u>FY09 NEW NORMAL</u>
<u>LEGISLATIVE OFFICES:</u>						
COUNCIL	15,732.87	-	-	1,118.00	-	16,850.87
MAYOR	13,927.49	1,506.00	-	-	-	15,433.49
AUDITING	88,569.95	15,513.00	-	1,920.00	-	106,002.95
CITY CLERK	102,136.82	1,709.00	-	1,619.00	-	105,464.82
ELECTION COMMISSION	-	-	-	-	-	-
TOTAL	220,367.13	18,728.00	-	4,657.00	-	243,752.13
<u>CITY MANAGER'S OFFICE:</u>						
CITY MANAGER	104,857.59	4,791.00	-	-	-	109,648.59
TOTAL	104,857.59	4,791.00	-	-	-	109,648.59
<u>HUMAN RESOURCES:</u>						
HUMAN RESOURCES	111,010.86	14,416.00	25,687.00	1,388.00	-	152,501.86
TOTAL	111,010.86	14,416.00	25,687.00	1,388.00	-	152,501.86
<u>OFFICE OF ECONOMIC DEVELOPMENT:</u>						
ECONOMIC DEVELOPMENT	96,281.63	-	-	-	-	96,281.63
NEIGHBORHOOD SERVICES	73,625.46	-	-	-	-	73,625.46
PLANNING & REGULATORY SERVICES	50,220.99	-	-	-	-	50,220.99
CABLE SERVICES	14,264.91	-	-	-	-	14,264.91
AIRPORT	108,315.61	-	-	474.00	-	108,789.61
WORKFORCE DEVELOPMENT	237,422.98	-	-	-	-	237,422.98
TOTAL	580,131.58	-	-	474.00	-	580,605.58
<u>LAW DEPARTMENT:</u>						
LAW	120,589.14	-	-	-	-	120,589.14
TOTAL	120,589.14	-	-	-	-	120,589.14
<u>PUBLIC SAFETY:</u>						
POLICE	4,576,902.66	112,960.00	-	366,575.00	-	5,056,437.66
FIRE	4,013,631.47	297,105.00	-	426,980.00	-	4,737,716.47
COMMUNICATIONS	309,676.05	5,498.00	-	-	-	315,174.05
TOTAL	8,900,210.18	415,563.00	-	793,555.00	-	10,109,328.18
<u>INSPECTIONAL SERVICES:</u>						
INSPECTIONAL SERVICES	242,416.28	-	15,652.00	-	-	258,068.28
TOTAL	242,416.28	-	15,652.00	-	-	258,068.28
<u>HEALTH & HUMAN SERVICES:</u>						
ELDER AFFAIRS	68,049.81	5,188.00	-	1,345.00	-	74,582.81
HUMAN SERVICES	34,068.25	-	-	-	-	34,068.25
HEALTH	272,538.99	43,855.00	95,175.00	24,418.00	-	435,986.99
HHS ADMINISTRATION	66,074.13	-	-	-	-	66,074.13
LIBRARY	494,572.79	72,264.00	9,939.00	8,008.00	-	584,783.79
VETERANS	-	-	-	2,512.00	-	2,512.00
TOTAL	935,303.97	121,307.00	105,114.00	36,283.00	-	1,198,007.97
<u>PUBLIC WORKS & FACILITIES:</u>						
ADMINISTRATION	224,456.47	29,080.00	42,875.00	4,056.00	-	300,467.47
ENGINEERING	376,616.65	32,601.00	13,494.00	3,728.00	-	426,439.65
STREETS	380,262.50	58,910.00	-	21,089.00	-	460,261.50
CENTRAL GARAGE	102,481.18	10,341.00	15,669.00	-	-	128,491.18
SANITATION	163,752.86	72,905.00	38,707.00	16,458.00	-	291,822.86
TRAFFIC ENGINEERING	-	28,357.00	-	-	-	28,357.00
PARKS	341,147.23	49,038.00	49,210.00	6,574.00	-	445,969.23
CITY MESSENGER	15,239.37	1,434.00	-	-	-	16,673.37
SEWER	345,895.55	74,603.00	40,800.00	11,358.00	-	472,656.55
WATER	682,973.50	99,052.00	18,187.00	25,864.00	-	826,076.50
GOLF	20,453.22	-	-	-	-	20,453.22
TOTAL	2,653,278.53	456,321.00	218,942.00	89,127.00	-	3,417,668.53
<u>ADMINISTRATION & FINANCE:</u>						
ASSESSOR	67,860.15	3,214.00	-	1,609.00	-	72,683.15
BUDGET	81,435.67	-	-	-	-	81,435.67
PURCHASING	44,615.67	18,384.00	-	-	-	62,999.67
TECHNICAL SERVICES	249,153.04	-	-	-	-	249,153.04
TREASURY	204,237.85	-	6,840.00	5,015.00	-	216,092.85
TOTAL	647,302.38	21,598.00	6,840.00	6,624.00	-	682,364.38
<u>OTHER DEPARTMENTS:</u>						
RETIREMENT	45,462.14	-	-	2,169.00	-	47,631.14
CITY HOSPITAL	-	-	-	126,610.00	-	126,610.00
BELMONT HOME	-	-	-	6,429.00	-	6,429.00
TOTAL	45,462.14	-	-	135,208.00	-	180,670.14
TOTAL CITY DEPARTMENTS	14,560,929.78	1,052,724.00	372,235.00	1,067,316.00	-	17,053,204.78
PUBLIC SCHOOL	5,169,464.19	356,315.00	113,390.00	49,667.00	-	5,688,836.19
WHA	2,056,524.00	148,593.00	-	-	-	2,205,117.00
TOTAL WITH SCHOOL & WHA	21,786,917.97	1,557,632.00	485,625.00	1,116,983.00	-	24,947,157.97

NON-CONTRIBUTORY PENSIONS

Elizabeth A. Early
Executive Secretary
 City Hall - Room 103
 455 Main Street
 Worcester, Massachusetts 01608
 (508) 799-1062

Departmental Overview:

The City provides retirement benefits to those employees who are Veterans, who were employed by the City prior to 1939, and have a minimum of thirty years service under the retirement system. These employees, at their own request, and with the approval of the retiring authority, shall be retired at seventy-two percent of their highest annual rate of compensation. Disability benefits are also available to those employees with veteran status, pre 1939 service and a minimum of 10 years of service in the retirement system.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
NON-CONTRIBUTORY	245,524.29	\$ 159,731.00	96000	\$ 151,530.00
TOTAL	\$ 245,524.29	\$ 159,731.00		\$ 151,530.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total tax levy budget for Non-Contributory pensions is projected to decrease from \$159,731 in Fiscal 2009 to \$151,530 in Fiscal 2010, for a total decrease of \$8,201. The decrease is a result of fewer retired city employees and retiree's spouses receiving pension benefits.



**CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
NON-CONTRIBUTORY PENSIONS- DEPARTMENT #162**

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 178,947.00	NON-CONTRIBUTORY PENSIONS	\$ 161,526.00
<u>178,947.00</u>	TOTAL FRINGE BENEFITS	<u>161,526.00</u>
	FUNDING SOURCES:	
(8,480.00)	SEWER REVENUES	(8,480.00)
<u>(10,736.00)</u>	CREDIT FOR INDIRECT	<u>(1,516.00)</u>
<u>(19,216.00)</u>	TOTAL FUNDING SOURCES	<u>(9,996.00)</u>
<u>\$ 159,731.00</u>	162-96000 TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 151,530.00</u>
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<u>\$ 159,731.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 151,530.00</u>

OTHER PENSIONS

Elizabeth A. Early
Executive Secretary
City Hall - Room 103
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1062

Departmental Overview:

The City Council grants Annuities to widows of pre 1939 employees under Chapter 670 of the Acts of 1960, M. G. L. Chapter 32 S95A. In order for a widow to be eligible, her spouse, the former employee, must have had a minimum of 15 years of service, and have had no rights under the law, to designate a surviving benefit to their spouse.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
OTHER ANNUITIES	\$ 12,312.01	\$ 13,245.00	96000	\$ -
TOTAL	\$ 12,312.01	\$ 13,245.00		\$ -

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total budget for Other Annuitants is no longer funded because there are no more retired city employees and retiree's spouses receiving this pension benefit.



CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
OTHER PENSIONS- DEPARTMENT #163

<u>APPROVED FY09 AMOUNT</u>	<u>TITLE</u>	<u>RECOMMENDED FY10 AMOUNT</u>
<u>\$ 13,245.00</u>	OTHER ANNUITIES	<u>\$ -</u>
<u>13,245.00</u>	TOTAL FRINGE BENEFITS	<u>-</u>
<u>\$ 13,245.00</u>	163-96000 TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ -</u>
<u>\$ 13,245.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ -</u>

OFFICE OF THE CITY MANAGER

Michael V. O'Brien

City Manager

City Hall Room 309

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1175

Department Mission Statement:

The mission of the Department of the Executive Office of the City Manager is to:

- a. Become the most livable medium sized city in the northeast by providing municipal standards both effectively and efficiently
- b. Secure the health, safety and welfare of all citizens
- c. Encourage economic development that will broaden the tax base and expand employment opportunities
- d. Work with educational and cultural institutions to enrich the lives of all members of our community
- e. Embrace cultural diversity
- f. Promote civic pride and civility
- g. Advocate to meet the needs of homeless individuals and families by coordinating local, state, and federal resources to implement the strategies outlined in the City Manager's Three Year Plan to End Homelessness in Worcester
- h. Promote equal opportunity
- i. Encouraging citizens to participate in the democratic process
- j. Ensure that all city residents are treated fairly and equally by reducing bias, bigotry and prejudices
- k. Promote ways to increase respect in our community and safeguards equal access and opportunity for all through outreach, educational programs, events and advocacy
- l. Ensure that all Worcester residents and visitors with disabilities have access to city programs and services by providing information and referral, advocacy, outreach and educational programs
- m. Provide eligible veterans and their families with immediate financial aid, medical assistance and referral services such as housing, employment opportunities, health and education

Department Overview:

The City Manager is appointed by the Worcester City Council to be the chief executive and administrative officer of the City. The City Manager, under the powers and duties of the Worcester City Charter, shall be responsible to the City Council for the proper administration of all city affairs properly entrusted to the City Manager by the City Council or under the charter.

EXECUTIVE OFFICE OF THE CITY MANAGER

The powers and duties of the City Manager include, but are not limited to, the following: To act as the chief conservator of the peace within the city, as conferred under Massachusetts General Laws; To supervise the administration of the affairs of the city; To ensure that, within the city, the general laws and ordinances, resolutions, and regulations of the City Council are faithfully executed; To make such recommendations to the City Council concerning the affairs of the city as deemed necessary and desirable; To make reports to the City Council from time to time upon the affairs of the city; To keep the City Council fully advised of the city’s financial condition and its future needs; To prepare and submit to the City Council budgets as required by general law and the City Charter.

The Fiscal Year 2010 budget is reconfigured to include the Human Services Division as a direct report to the City Manager’s office. The Human Services Division of the Office of the City Manager interacts with the most vulnerable segment of our community. This division provides a comprehensive portfolio of client outreach, service assistance, referral opportunities, and citizen support to those who are least able to help themselves. This matrix of citizen assistance (Disabilities Office, Human Rights, and Veteran’s Services) serves as critical support to individuals in an effort to improve the residence’s quality of life.

The inter-operability of these assistance operations within the City Managers office provides a collective strength to their individual missions. Cross client referrals and shared purpose allows these divisions to achieve the highest level of citizen assistance and deliver all-inclusive support to those most in need.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
EXPENDITURES		Fiscal 2009		Fiscal 2010
SALARIES	\$ 968,464.81	\$ 941,885.49	91000	\$ 644,332.44
OVERTIME	-	1,000.00	97000	-
ORDINARY MAINTENANCE	942,816.42	826,280.00	92000	1,204,280.00
TOTAL	\$ 1,911,281.23	\$ 1,769,165.49		\$ 1,848,612.44
TOTAL POSITIONS	21	17		11

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

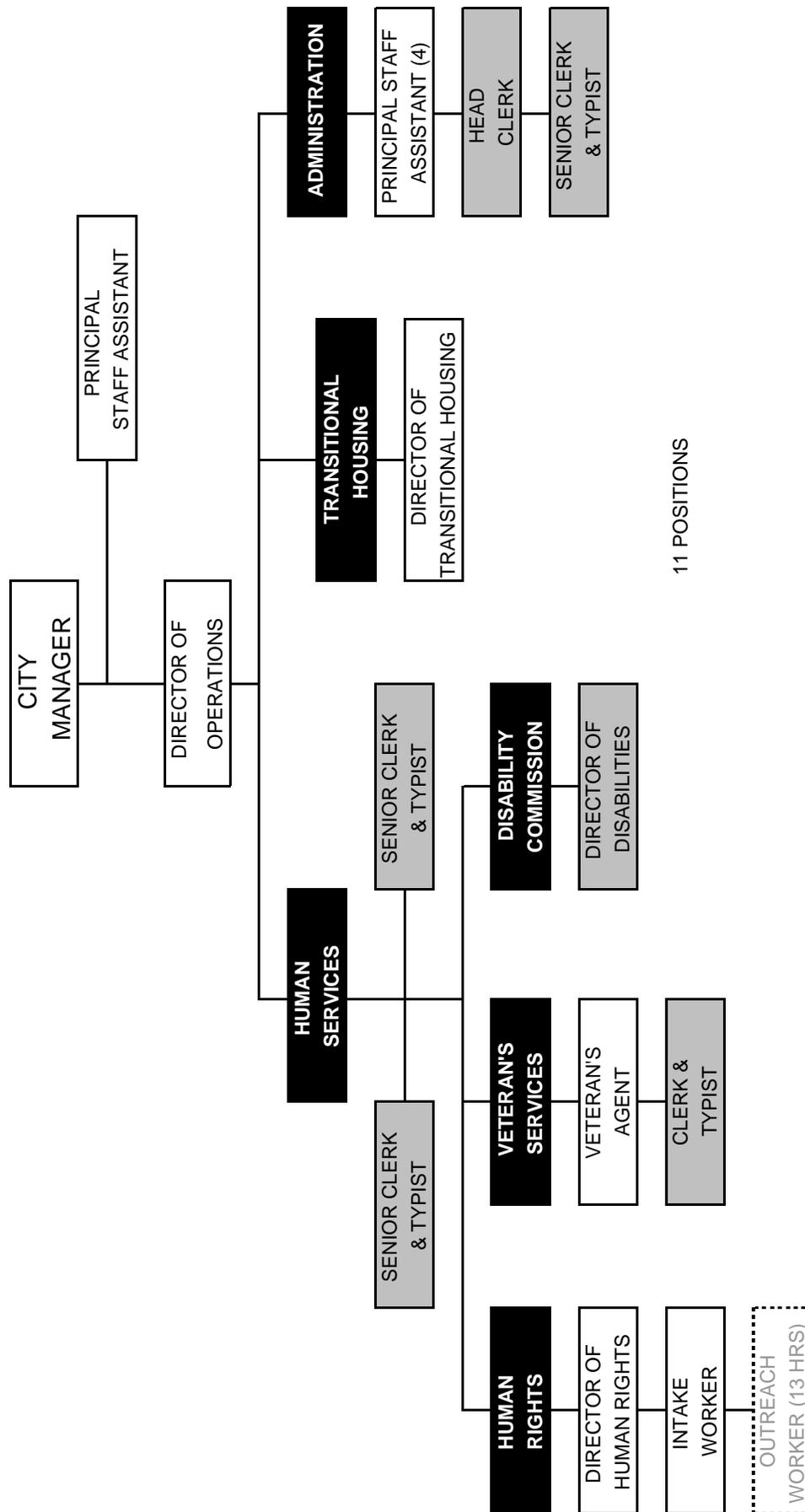
The tax levy budget for the Office of the City Manager for Fiscal 2010 is recommended to be \$1,848,612.44, which is an increase of \$79,446.95 above the Fiscal 2009 amount of \$1,769,165.49.

The personal service tax levy budget for Fiscal 2010 is recommended to be \$644,332.44, representing a decrease of \$297,553.05 from the Fiscal 2009 amount of \$941,885.49. Personal Services decreases are reflective of the elimination of three positions in the Administration Division and three positions in the Human Services Division. One Principal Staff Assistant, the Head Clerk and the Senior Clerk and Typist positions were eliminated from the Administration Division. The Director of Disabilities, the Senior Clerk and Typist and the Clerk and Typist positions were eliminated from the Human Services Division. Also contributing to this decrease is the EM Incentive Pay decrease of \$5,917.12. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The overtime budget for Fiscal 2010 has been eliminated, which results in a \$1,000.00 decrease from Fiscal 2009.

The tax levy ordinary maintenance budget for the City Manager's Office for Fiscal 2010 is recommended to be \$1,204,280.00, which is an increase of \$378,000.00 above the Fiscal 2009 amount of \$826,280.00. This increase is a result of additional funding in Veteran's Benefits. This increase is attributed to the increased number of veteran's receiving benefits through the Veteran's Services Office. The Commonwealth reimburses the City of Worcester at a rate of 75% for Veteran's Benefits which are received approximately 12 months after benefits are paid to veterans. This increase is offset by the decrease of \$27,000.00 in Neighborhood Event Sponsorship and the elimination of W.R.R.B. Community Research funding.

DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER





MICHAEL V. O'BRIEN, CITY MANAGER

CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER

DIVISION OF ADMINISTRATION- DIVISION #040

FY09				FY10	
TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 182,776.00	FL	CITY MANAGER	1	\$ 182,776.21
1	73,325.76	47EM	DIRECTOR OF OPERATIONS	1	74,061.36
6	347,859.76	40M	PRINCIPAL STAFF ASSISTANT	5	293,314.96
1	41,713.65	30	HEAD CLERK	0	-
1	26,434.08	22	SENIOR CLERK AND TYPIST	0	-
<u>10</u>	<u>672,109.24</u>		TOTAL REGULAR SALARIES	<u>7</u>	<u>550,152.53</u>
	(5,000.00)		VACANCY FACTOR		(6,750.00)
	10,419.00		EM INCENTIVE PAY		4,501.88
	12,000.00		DEFERRED COMPENSATION		12,000.00
<u>10</u>	<u>689,528.24</u>		TOTAL SALARIES	<u>7</u>	<u>559,904.41</u>
	(60,600.00)		FUNDING SOURCES: TRANSITIONAL HOUSING FUNDING		(81,981.56)
	<u>(60,600.00)</u>		TOTAL FUNDING SOURCES		<u>(81,981.56)</u>
<u>10</u>	<u>\$ 628,928.24</u>		TOTAL RECOMMENDED PERSONAL SERVICES	<u>7</u>	<u>\$ 477,922.85</u>
1	\$ 64,278.66	42EM	DIRECTOR HUMAN RIGHTS	1	\$ 64,915.08
1	79,842.20	42EM	DIRECTOR OF DISABILITIES	0	-
1	55,969.44	42EM	VETERANS AGENT	1	56,523.83
1	60,600.00	42EM	DIRECTOR OF TRANSITIONAL HOUSING	1	55,018.80
1	32,635.44	22	SENIOR CLERK AND TYPIST	0	-
1	28,089.39	18	CLERK AND TYPIST	0	-
1	19,909.12	FL	INTAKE WORKER	1	20,106.24
<u>7</u>	<u>341,324.25</u>		TOTAL RECOMMENDED PERSONAL SERVICES	<u>4</u>	<u>196,563.95</u>
	(1,750.00)		VACANCY FACTOR		(1,750.00)
	3,292.00		EM INCENTIVE PAY		1,701.88
<u>7</u>	<u>342,866.25</u>		TOTAL SALARIES	<u>4</u>	<u>196,515.83</u>
	(19,909.00)		FUNDING SOURCES: HUD GRANT		(20,106.24)
	<u>(10,000.00)</u>		MASS. COMMISSION AGAINST DISCRIMINATION		<u>(10,000.00)</u>
	<u>(29,909.00)</u>		TOTAL FUNDING SOURCES		<u>(30,106.24)</u>
<u>7</u>	<u>312,957.25</u>	332-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>4</u>	<u>166,409.59</u>
					Page 56
<u>17</u>	<u>\$ 941,885.49</u>		TOTAL RECOMMENDED PERSONAL SERVICES	<u>11</u>	<u>\$ 644,332.44</u>



MICHAEL V. O'BRIEN, CITY MANAGER

CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER

DIVISION OF ADMINISTRATION- DIVISION #040

FY09		PAY GRADE	TITLE	FY10	
TOTAL POSITIONS	APPROVED FY09 AMOUNT			TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	\$ 1,000.00	040-97000	TOTAL RECOMMENDED OVERTIME		\$ -
	\$ 75,000.00		CITY MANAGER ORDINARY MAINTENANCE		\$ 75,000.00
	25,680.00		MASSACHUSETTS MUNICIPAL ASSOCIATION DUES		25,680.00
	32,000.00		NEIGHBORHOOD EVENT SPONSORSHIP		5,000.00
	5,000.00		W.R.R.B.- COMMUNITY RESEARCH		-
	5,000.00		MUNICIPALITIES ORGANIZED FOR REGIONAL EFFECTIVENESS		5,000.00
	<u>142,680.00</u>		TOTAL CITY MANAGER'S ORDINARY MAINTENANCE		<u>110,680.00</u>
	17,850.00		FLAGS & WREATHS FOR VETERAN'S GRAVES		17,850.00
	10,300.00		VETERAN'S ORDINARY MAINTENANCE		10,300.00
	650,000.00		VETERAN'S BENEFITS		1,060,000.00
	<u>678,150.00</u>		TOTAL VETERAN'S ORDINARY MAINTENANCE		<u>1,088,150.00</u>
	5,450.00		HUMAN RIGHTS ORDINARY MAINTENANCE		5,450.00
	<u>5,450.00</u>		TOTAL HUMAN RIGHTS ORDINARY MAINTENANCE		<u>5,450.00</u>
	\$ 826,280.00	332-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 1,204,280.00
	<u>\$ 1,769,165.49</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 1,848,612.44</u>



KAREN R. GREENWOOD, AGENT / DIRECTOR

**CITY OF WORCESTER
EXECUTIVE OFFICE OF THE DEPARTMENT OF THE CITY MANAGER
VETERANS' SERVICES DIVISION**

VETERANS' BENEFITS STATISTICS FY06 - FY10

Breakout of Veterans' Benefit Expenditures FY06 through FY10

Category	Actual FY06	Actual FY07	Actual FY08	Projected FY09*	Recommended FY10
Counter Disbursements	\$384,609	\$462,054	\$532,241	\$824,800	\$850,000
Burial Expenses	76,000	80,000	86,000	84,000	90,000
Other/Medical	172,633	144,051	144,603	163,000	165,000
	\$633,242	\$686,105	\$762,844	\$1,071,800	\$1,105,000
BUDGET	\$370,850	\$649,600	\$650,000	\$650,000	

*FY09 Projection based on YTD expenditures.

<u>Number of Clients by Category by Year:</u>					
	ACTUAL FY06	ACTUAL FY07	ACTUAL FY08	PROJECTED FY09	PROJECTED FY10
Counter & Others	90	90	90	145	150
Burial Expenses	38	38	36	42	45
Total	128	128	126	187	195

BACKGROUND INFORMATION: Disbursements are the financial assistance given, either by mail or through an office visit, to all eligible veterans or their dependents, for expenses such as rent, fuel, food, or maintenance medication depending on their financial situation. Approximately 12 months later, the State reimburses 75% of these expenses to the City through the Cherry Sheet.

ADDITIONAL NOTES: The State mandated increases of 3.0% in FY06, 5.0% in FY07, 4.0% in FY08 and 3% in FY09 in assistance levels, increases in other ancillary services outside of ordinary and fuel allowances, and state-mandated burial expenses.

LICENSE COMMISSION

Kevin O'Sullivan

Chairman

City Hall - Room 311

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1283

Departmental Mission Statement:

The mission of the License Commission is to:

- a. Serve as a regulatory board for various licenses issued by the City
- b. Strive to issue licenses that will be an asset to the community and to ensure that all rules and regulations pertaining to licenses are complied with in order to protect the safety of the public

Departmental Overview:

The License Commission issued over 2,500 licenses including: Automatic Amusements, Carnival, Club, Common Victualer All Alcoholic, Common Victualer Malt and Wine, General on Premises, Innholder, Package Store All Alcoholic, Package Store Malt & Wine, Restaurant and Commercial Club, Tavern, Entertainment, Gas Station, Lodging House, Parking Lot, Pool Table, Shooting Galleries, Soda, Newsracks.

During Fiscal 2009 the Commission processed the following liquor applications: ten new licenses, five change of managers, six alteration of premises, ten transfer of licenses, one transfer of stock, one change of license type, two change of officers/directors and one hundred and forty-one special one day liquor permits.

The Commission will continue processing all new license applications and renewal applications as quickly as possible.

The Commission will continue its efforts to promote, cooperate, and interact with licensing authorities and licensees for greater compliance with license laws.

BUDGET SUMMARY

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
ORDINARY MAINTENANCE	\$ 992.00	\$ 1,200.00	92000	\$ 1,200.00
TOTAL	\$ 992.00	\$ 1,200.00		\$ 1,200.00
TOTAL POSITIONS	3	3		3

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The Fiscal 2010 budget for the License Commission is level funded at \$1,200.00.



KEVIN O'SULLVAN, CHAIRMAN
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
LICENSE COMMISSION- DEPARTMENT #190

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ -		LICENSE COMMISSIONER, CHAIRMAN	1	\$ -
2	-		LICENSE COMMISSIONER	2	-
<u>3</u>	<u>\$ -</u>	190-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>3</u>	<u>\$ -</u>
	<u>\$ 1,200.00</u>		LICENSE COMMISSION ORDINARY MAINTENANCE		<u>\$ 1,200.00</u>
	<u>\$ 1,200.00</u>	190-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 1,200.00</u>
	<u>\$ 1,200.00</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 1,200.00</u>

CITY MANAGER'S CONTINGENCY

Michael V. O'Brien
City Manager
City Hall Room 309
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1175

Departmental Overview:

The Fiscal 2010 Budget includes a gross amount of \$1,081,640.16 for the City Manager's Contingency Account. The Fiscal 2010 amount is \$26,914.16 over the Fiscal 2010 budget.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ -	\$ 1,054,726.00	91000	\$ 1,081,640.16
TOTAL	\$ -	\$ 1,054,726.00		\$ 1,081,640.16



MICHAEL V. O'BRIEN, CITY MANAGER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL
CITY MANAGER'S CONTINGENCY - DEPARTMENT #900

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
<u>\$ 1,054,726.00</u>	TOTAL CONTINGENCY	<u>\$ 1,081,640.16</u>
<u>\$ 1,054,726.00</u>	91000 TOTAL CONTINGENCY SALARIES	<u>\$ 1,081,640.16</u>
<u><u>\$ 1,054,726.00</u></u>	TOTAL RECOMMENDED TAX LEVY	<u><u>\$ 1,081,640.16</u></u>

Michael V. O'Brien

City Manager

Derek S. Brindisi

Director of Public Health

25 Meade Street

Worcester, Massachusetts 01610

(508) 799-8531

Public Health Division Mission Statement:

The mission of the Division of Public Health is to:

- a. Provide a framework for health promotion and disease prevention for individuals of all ages to increase life expectancy and improve the quality of life by assessing community needs and providing prevention and educational resources

Public Health Division Overview:

The division is responsible for providing and developing a wide range of community based public health services, focusing on the preservation and promotion of the community's health in Worcester. The division's programs are systems designed, which consider an ongoing needs assessments of the populations we serve, while developing strategies to address these community needs, in an effort to enhance the quality of life in the City and the central Massachusetts region. Federal, state, and city policies require the division to enforce and enhance various public health regulations/programs to prevent the spread of disease and reduce the prevalence of chronic disease within our community.

The Worcester Regional Tobacco Control collaborative (WRTCC), partnering with health care providers and community based organizations provides information, education, and cessation opportunities in order to reduce the smoking rate the community. The WRTCC, working with 21 other local Boards of Health conducts youth access compliance checks ultimately reducing tobacco access to this vulnerable population. The Public Health Nursing Office receives and follows all reportable communicable diseases to mitigate the spread of infection within the city. Vaccines are distributed from the division to area physicians and an immunization clinic provides direct medical services.

The Division continues to assess the needs of the community and is focused on building capacity to address the most prevalent public health concerns within our community. The first action for the division is to embark on a systematic review of the community's health, assess existing resources and conduct a gap analysis to determine public health interventions to reduce prevalence amongst multiple health indicators. The Division utilizes proven national frameworks in order to conduct this comprehensive assessment. Using indicators to measure the health of a community is a core Public Health function and is directly related to several Public Health standards. The Leading Health Indicators are—

- Physical Activity

- Overweight and Obesity
- Tobacco Use
- Substance Abuse
- Responsible Sexual Behavior
- Mental Health
- Injury and Violence
- Environmental Quality
- Immunization
- Access to Health Care

Working with a wide variety of community agencies and organizations, the Public Health Division strives to monitor, educate, identify, and intervene in an effort to ensure good physical and mental health for our community

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 1,585,332.28	\$ 532,727.70	91000	\$ 19,140.16
OVERTIME	27,660.90	5,648.00	97000	-
ORDINARY MAINTENANCE	176,817.32	74,477.00	92000	5,000.00
TOTAL	\$ 1,789,810.50	\$ 612,852.70		\$ 24,140.16
TOTAL POSITIONS	18	18		5

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total recommended Fiscal 2010 tax levy budget for the Division of Public Health is \$24,140.16, which represents a decrease of \$588,712.54 from the Fiscal 2009 amount of \$612,852.70.

The division's recommended tax levy budget for personnel services for Fiscal 2010 is \$19,140.16, a decrease of \$513,587.54 from the Fiscal 2009 amount of \$532,727.70. This decrease is a result of the elimination of 13 positions; Commissioner of Health & Human Services, Special Project Coordinator, the Nursing Unit Chief, the HHS Project Administrator II,

the Project Director, four Public Health Nurse Leaders, the Senior Sanitary Inspector, the Head Clerk, the Principal Clerk and the Clerk and Typist. The remaining positions in this division are primarily funded through various grants that will continue to provide core services.

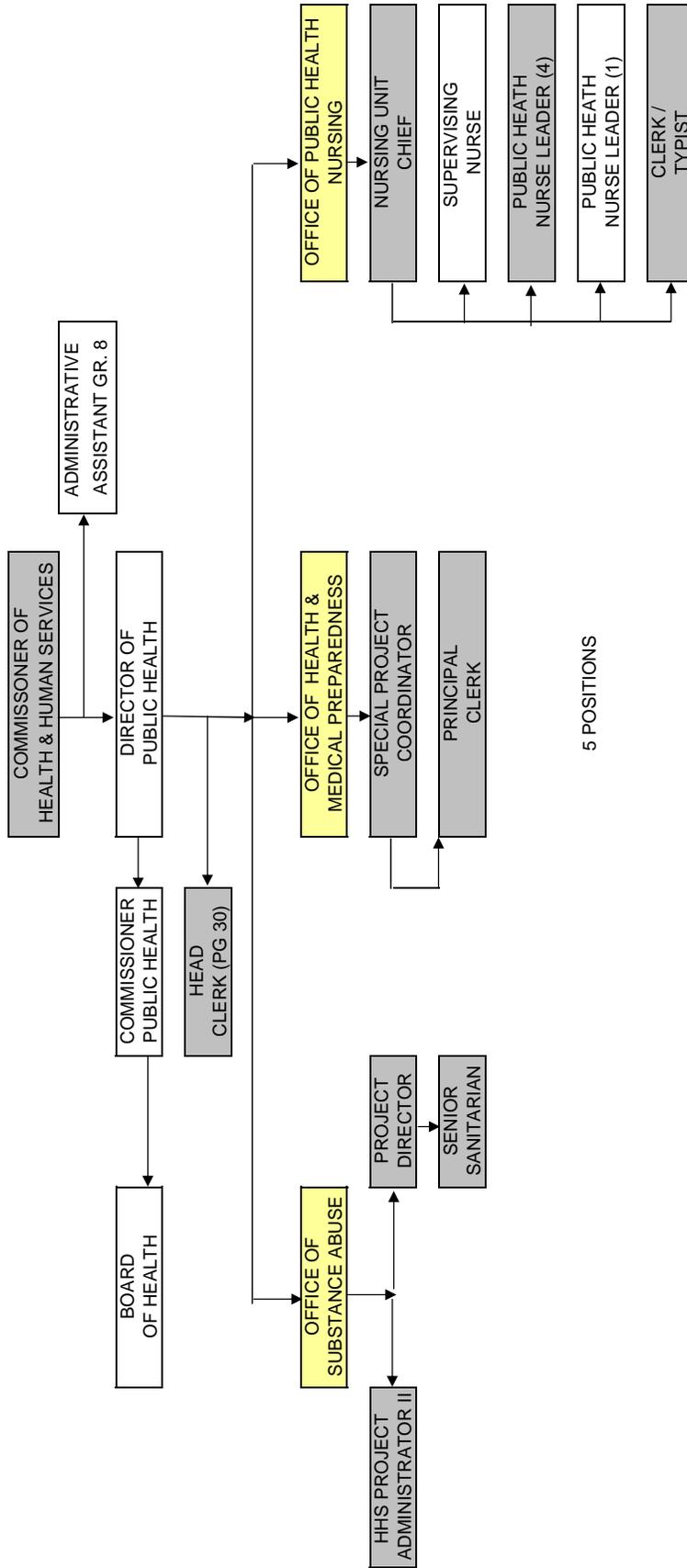
The Fiscal 2010 overtime has been eliminated.

The division's total tax levy ordinary maintenance budget for Fiscal 2010 is recommended to be \$5,000.00, a decrease of \$69,477.00 from the Fiscal 2009 amount of \$74,477.00. This decrease is attributed to the elimination of the aforementioned positions and the elimination of all non-core services.

CITY OF WORCESTER

EXECUTIVE OFFICE OF THE DEPARTMENT OF THE CITY MANAGER

PUBLIC HEALTH DIVISION





MICHAEL V. O'BRIEN, CITY MANAGER
DEREK S. BRINDISI, DIRECTOR OF PUBLIC HEALTH
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF PUBLIC HEALTH- DIVISION #330

FY09				FY10	
TOTAL	APPROVED	PAY	TITLE	TOTAL	PROPOSED
POSITIONS	FY09 AMOUNT	GRADE		POSITIONS	FY10 AMOUNT
PUBLIC HEALTH DIVISION:					
1	\$ 104,916.78	58CM	COMMISSIONER OF HEALTH & HUMAN SERVICES	0	\$ -
1	60,999.35	57EM	COMMISSIONER OF PUBLIC HEALTH	1	61,603.31
1	85,388.55	52EM	DIRECTOR OF PUBLIC HEALTH	1	86,233.98
1	68,269.54	45M	SPECIAL PROJECT COORDINATOR	0	-
1	65,605.88	43M	NURSING UNIT CHIEF	0	-
1	66,997.91	43M	PROJECT DIRECTOR, HEALTH	0	-
1	64,995.68	40M	HHS PROJECT ADMINISTRATOR II	0	-
1	54,366.93	38M	ADMINISTRATIVE ASSISTANT, GRADE 8	1	57,044.16
1	60,831.91	80C	SUPERVISING NURSE, PUBLIC HEALTH	1	60,229.61
5	254,911.62	80B	PUBLIC HEALTH NURSE LEADER	1	53,584.76
1	55,269.36	33HC	SENIOR SANITARY INSPECTOR	0	-
1	38,993.19	30	HEAD CLERK	0	-
1	32,961.79	27	PRINCIPAL CLERK	0	-
1	28,786.21	18	CLERK AND TYPIST	0	-
<u>18</u>	<u>1,043,294.70</u>		TOTAL REGULAR SALARIES	<u>5</u>	<u>318,695.82</u>
<hr/>					
<u>18</u>	<u>1,043,294.70</u>		TOTAL REGULAR SALARIES	<u>5</u>	<u>318,695.82</u>
	835.00		CONTRACTUAL STIPENDS		-
	3,236.00		PUBLIC HEALTH NURSE STIPENDS		1,044.00
	<u>7,488.00</u>		PHYSICIAN'S SALARIES		<u>7,488.00</u>
	<u>11,559.00</u>		TOTAL CONTRACTUAL STIPENDS AND EXTRAS		<u>8,532.00</u>
	(16,465.00)		VACANCY FACTOR		(2,500.00)
	6,133.00		EM INCENTIVE PAY		2,429.40
	<u>\$ 1,044,521.70</u>		TOTAL SALARIES		<u>\$ 327,157.22</u>
FUNDING SOURCES:					
	(176,110.00)		METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT		-
	-		HEALTH/MEDICAL PRED GRANT		-
	(133,976.00)		TOBACCO CONTROL GRANT		(100,495.00)
	-		UNDER AGE DRINKING GRANT		(11,409.00)
	-		OPIOID GRANT		(17,113.00)
	(32,498.00)		HOST GRANT		-
	(60,999.00)		UMASS MEMORIAL GRANT		(61,603.00)
	(83,211.00)		UMASS MEMORIAL NURSING GRANT		(82,394.00)
	<u>(25,000.00)</u>		TRUST FUNDS		<u>(35,003.06)</u>
	<u>(511,794.00)</u>		TOTAL FUNDING SOURCES		<u>(308,017.06)</u>
	<u>\$ 532,727.70</u>	330-91000	TOTAL RECOMMENDED PERSONAL SERVICES		<u>\$ 19,140.16</u>



MICHAEL V. O'BRIEN, CITY MANAGER
DEREK S. BRINDISI, DIRECTOR OF PUBLIC HEALTH
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF PUBLIC HEALTH- DIVISION #330

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	<u>5,648.00</u>		TOTAL RECOMMENDED OVERTIME		<u>-</u>
	74,477.00		REGULAR ORDINARY MAINTENANCE		5,000.00
	<u>3,964.00</u>		TOBACCO ORDINARY MAINTENANCE		<u>3,964.00</u>
	<u>\$ 78,441.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 8,964.00</u>
			FUNDING SOURCES:		
	<u>(3,964.00)</u>		TOBACCO GRANT		<u>(3,964.00)</u>
	<u>(3,964.00)</u>		TOTAL FUNDING SOURCES		<u>(3,964.00)</u>
	<u>\$ 74,477.00</u>	330-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 5,000.00</u>
			FRINGE BENEFITS:		
	\$ 63,848.00		HEALTH INSURANCE		25,529.00
	<u>38,205.00</u>		RETIREMENT		<u>25,674.00</u>
	<u>\$ 102,053.00</u>		TOTAL FRINGE BENEFITS		<u>51,203.00</u>
			FUNDING SOURCES:		
	(37,535.00)		METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT		-
	-		HEALTH/MEDICAL PRED GRANT		-
	(34,653.00)		TOBACCO CONTROL		(22,541.00)
	-		UNDER AGE DRINKING GRANT		(2,347.00)
	-		OPIOID GRANT		(3,521.00)
	(5,945.00)		HOST GRANT		
			UMASS MEMORIAL NURSING GRANT		(15,006.00)
	<u>(23,920.00)</u>		CITY HOSPITAL TRUST		<u>(7,787.00)</u>
	<u>(102,053.00)</u>		TOTAL FUNDING SOURCES		<u>(51,203.00)</u>
	<u>\$ -</u>	330-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ -</u>
	<u>\$ 612,852.70</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 24,140.16</u>

OFFICE OF ELDER AFFAIRS

Amy Vogel Waters

Director

128 Providence Street

Worcester, Massachusetts 01604

(508) 799-1232

Divisional Mission Statement:

The mission of the Division of Elder Affairs is to:

- a. Enhance the well being of the senior population by optimizing services on behalf of mature adults and their families. This includes the Worcester Senior Center Campus, where participation in community life is encouraged by providing advocacy, programs, services and activities that promote health, wellness, fitness, education and independence.

Divisional Overview:

The Commission and Division of Elder Affairs, established in 1970, enhances the quality of life of Worcester's elders age 60 and over by providing a wide range of services. A small paid staff is augmented by senior aides, interns, volunteers and community partners. In addition to tax levy funding, grants are secured from federal, state and private sources. The division provides a continuum of direct services to elders through the Worcester Senior Center, which opened in June 2000, as well as through sub-contracted programs operated by agencies in the community.

Located at 128 Providence Street, the Worcester Senior Center is a bright, welcoming place for all seniors, their families and caregivers, elder service providers and the community at large. There is a strong emphasis on health and wellness programming, in addition to fitness, intergenerational events, support groups, arts & crafts classes, multi-cultural programs, computer classes and various other educational and recreational activities. Lunch is provided every day, as well as light fare at the diner. In addition to scheduled programs, elders enjoy a spacious library, computer lab practice, games, art exhibits and landscaped grounds. They also come to the Senior Center for assistance with personal matters, obtaining information and support from the staff of Elder Affairs as well as partnering organizations providing such services such as, veterans' assistance, health insurance counseling, food stamps, tax return preparation, legal assistance and individual client advocacy.

The consistent growth and success of the Senior Center is a tribute to the needs it is meeting, as well as the creative partnerships developed with over 180 instructors and organizations that provide over 270 different programs. Leasing space to elder service providers generates income as well as enhances service delivery. Continual attention to

diversity issues maintain a lively multi-cultural atmosphere in which thousands of seniors take charge of their health and thrive. The City’s most vulnerable seniors are identified by the Division’s innovative collaboration, the Senior Support Team, which provides follow up services to emergency response calls involving seniors in an effort to prevent further calls to 911 and to improve their quality of life. The demographic combination of people living longer and the “baby boomers” turning 60, indicate a growing need for support for seniors and their caregivers. Responding to crisis, be it sheltering during an ice storm or helping individuals maximize their income during a tight economy, are hallmarks of the Division’s commitment to serving the City as a strong community resource.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 337,553.45	\$ 357,694.79	91000	\$ 260,856.68
OVERTIME	4,407.24	6,324.00	97000	4,124.00
ORDINARY MAINTENANCE	372,795.85	349,151.00	92000	290,653.47
TOTAL	\$ 714,756.54	\$ 713,169.79		\$ 555,634.15
TOTAL POSITIONS	11	11		8

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The total tax levy recommended budget for Fiscal 2010 for the Division of Elder Affairs is \$555,634.15, a decrease of \$157,535.64 from the Fiscal 2009 amount of \$713,169.79.

The personal service tax levy budget is recommended to be \$260,856.68, a decrease of \$96,838.11 from the Fiscal 2009 amount of \$357,694.79. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009. Other factors contributing to this decrease in personal services are caused by the elimination of three positions; the Staff Assistant I, Senior Clerk & Typist and the Building Custodian. These eliminations will have a significant impact on the operations of the Worcester Senior Center, causing a reduced number of programs and a less than immaculate facility and grounds.

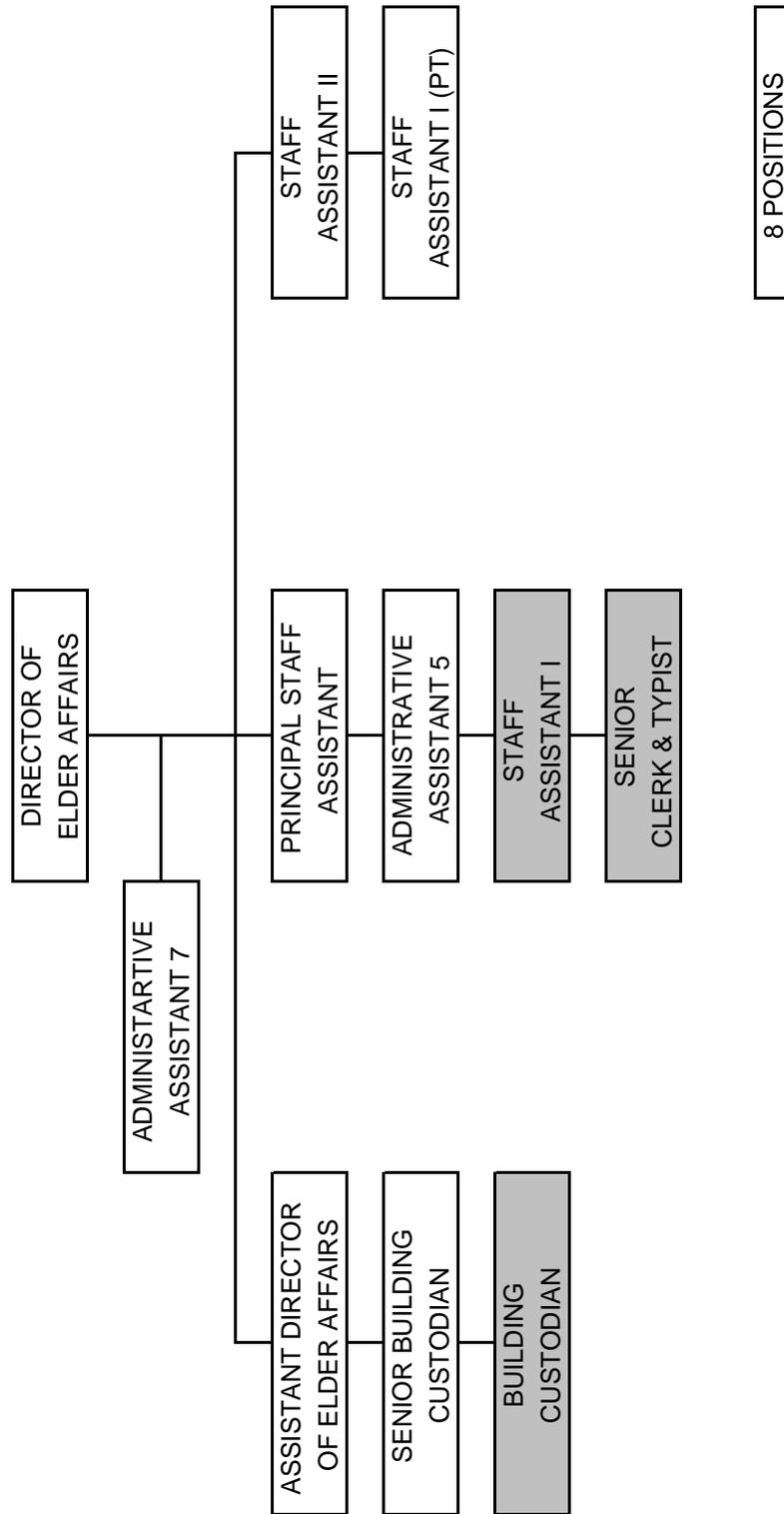
The overtime tax levy budget is recommended to be \$4,124.00, a decrease of \$2,200.00 from the Fiscal 2009 amount of \$6,324.00. This decrease can be attributed to the elimination of the Building Custodian position in particular.

The department’s tax levy ordinary maintenance account for Fiscal 2010 is \$290,653.47, a decrease of \$58,497.53 from the Fiscal 2009 amount of \$349,151.00. This decrease is due to a reduction in various contracted elder service programs and level funding among other ordinary maintenance expenses.

CITY OF WORCESTER

HEALTH & HUMAN SERVICES

ELDER AFFAIRS DIVISION



8 POSITIONS



AMY VOGEL WATERS, DIRECTOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF ELDER AFFAIRS - DIVISION #340**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 76,067.30	44EM	DIRECTOR OF ELDER AFFAIRS	1	\$ 76,820.44
1	64,995.68	40M	ASSISTANT DIRECTOR OF ELDER AFFAIRS	1	65,646.72
1	54,552.77	40M	PRINCIPAL STAFF ASSISTANT	1	57,213.44
1	51,372.32	35	ADMINISTRATIVE ASSISTANT, GRADE 7	1	51,886.80
1	51,372.32	35	STAFF ASSISTANT 2	1	51,886.80
2	76,119.42	32	STAFF ASSISTANT 1	1	45,151.44
1	39,813.55	31	ADMINISTRATIVE ASSISTANT, GRADE 5	1	41,742.24
1	34,949.56	30	SENIOR BUILDING CUSTODIAN	1	37,535.36
1	36,357.09	25	BUILDING CUSTODIAN	0	-
1	32,961.79	22	SENIOR CLERK AND TYPIST	0	-
<u>11</u>	<u>518,561.79</u>		REGULAR SALARIES	<u>8</u>	<u>427,883.24</u>
	(2,500.00)		VACANCY FACTOR		(2,500.00)
	(14,026.00)		INTERDEPARTMENTAL CREDIT		(14,674.00)
	2,813.00		EM INCENTIVE PAY		2,813.00
<u>11</u>	<u>504,848.79</u>		TOTAL RECOMMENDED SALARIES	<u>8</u>	<u>413,522.24</u>
	(147,154.00)		FUNDING SOURCES: STATE COUNCIL ON AGING GRANT		(152,665.56)
	(147,154.00)		TOTAL FUNDING SOURCES		(152,665.56)
<u>11</u>	<u>\$ 357,694.79</u>	340-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>8</u>	<u>\$ 260,856.68</u>
	6,324.00		OVERTIME		4,124.00
	<u>\$ 6,324.00</u>	340-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 4,124.00</u>
	\$ 12,425.00		ORDINARY MAINTENANCE		\$ 12,425.00
	158,456.00		PROGRAMS		99,958.47
	50,820.00		NATURAL GAS		50,820.00
	67,430.00		ELECTRICITY		67,430.00
	60,020.00		SENIOR CENTER OPERATION		60,020.00
	<u>\$ 349,151.00</u>		ORDINARY MAINTENANCE		<u>\$ 290,653.47</u>
	<u>\$ 349,151.00</u>	340-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 290,653.47</u>
	4,137.00		FRINGE BENEFITS: HEALTH INSURANCE		15,274.00
	15,378.00		RETIREMENT		15,953.00
	<u>19,515.00</u>		TOTAL FRINGE BENEFITS		<u>31,227.00</u>
	(19,515.00)		FUNDING SOURCES: STATE GRANTS		(31,227.00)
	(19,515.00)		TOTAL FUNDING SOURCES		(31,227.00)
	<u>\$ -</u>	340-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ -</u>
	<u>\$ 713,169.79</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 555,634.15</u>

WORCESTER PUBLIC LIBRARY

Lucy B. Gangone

Head Librarian

3 Salem Square

Worcester, Massachusetts 01608

(508) 799-1655

Divisional Mission Statement:

The mission of the Worcester Public Library is to:

- a. Provide free information and services that promotes lifelong learning and personal enrichment
- b. Strives to eliminate barriers to the pursuit of ideas

Divisional Overview:

In an information rich and culturally diverse society, the Worcester Public Library is a source of civic activity and pride, offering opportunities for the development of a literate and informed citizenry. Today's library is a vital and vibrant place of information and learning, used and valued by people of all ages, backgrounds and abilities. All three libraries and library staff are devoted to assisting Worcester's citizens in this information rich society in which we live.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 3,084,518.11	\$ 3,390,758.03	91000	\$ 2,793,729.56
OVERTIME	35,583.28	64,952.00	97000	17,632.00
ORDINARY MAINTENANCE	1,293,463.68	1,340,995.00	92000	1,278,043.00
TOTAL	\$ 4,413,565.07	\$ 4,796,705.03		\$ 4,089,404.56
TOTAL POSITIONS	86	90		81

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

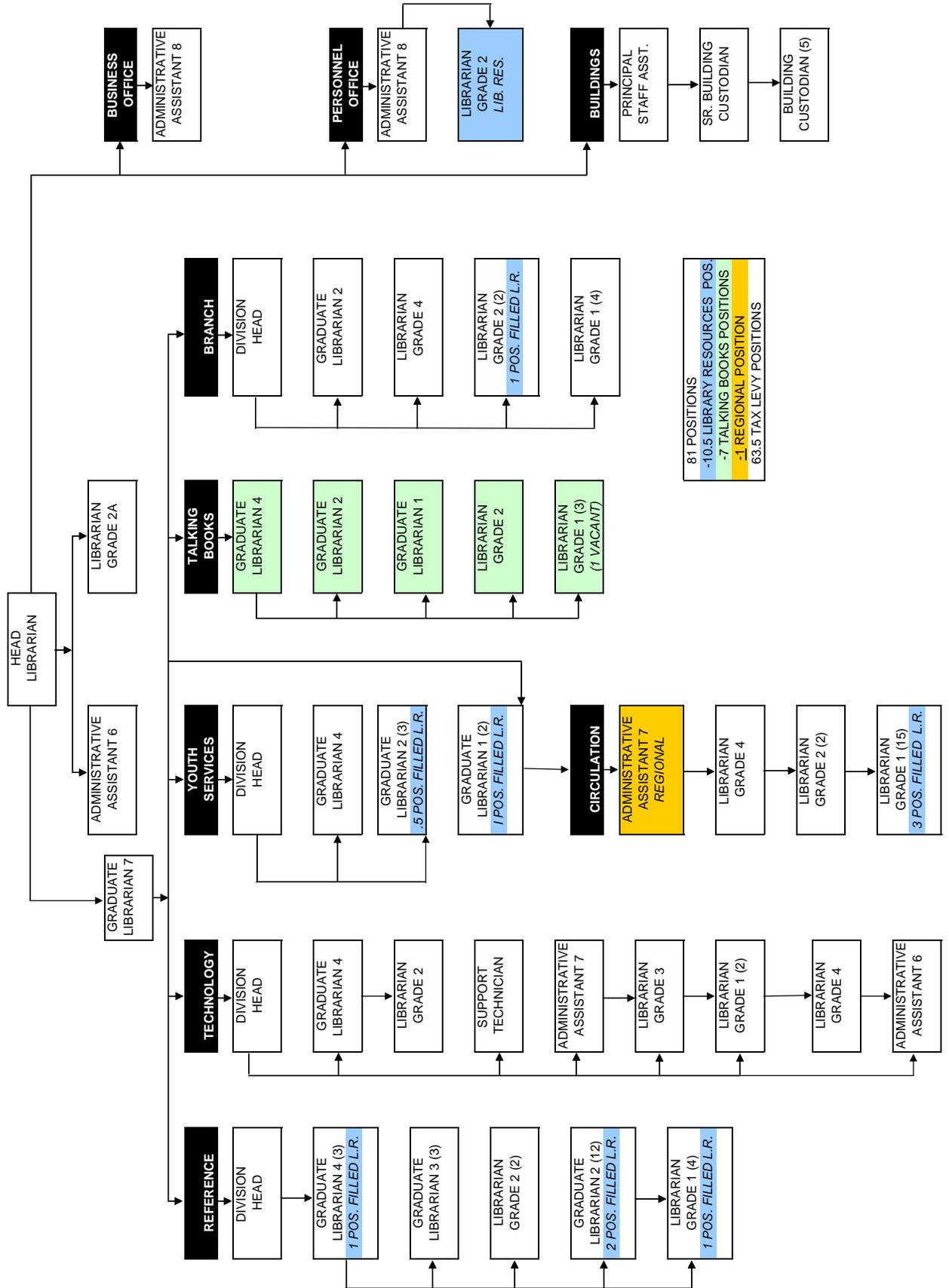
The total gross budget for the Worcester Public Library for Fiscal 2010 is recommended to be \$4,089,404.56, which is a decrease of \$707,300.47 from the Fiscal 2009 amount of \$4,796,705.03.

The total recommended personal services tax levy for Fiscal 2010 is recommended to be \$2,793,729.56, which is a decrease of \$597,028.47 from the Fiscal 2009 amount of \$3,390,758.03. Personal services decreases are reflective of the elimination of ten positions. The eliminated positions include the Graduate Librarian Grade 7, one Division Head, two Graduate Librarian 2 positions, two Librarian 2 positions, and four Librarian Grade 1 positions. One Librarian Grade 1 was hired mid-year and not included in the total Fiscal 2009 positions. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009. Also offsetting this decrease is the \$80,000 PILOT payment the Library will receive in Fiscal 2010.

The tax levy overtime for Fiscal 2010 is recommended to be \$17,632.00, which is a decrease of \$47,320.00. This decrease is reflective of the Library being closed on Sundays.

The tax levy ordinary maintenance for Fiscal 2010 is recommended to be \$1,278,043.00, which is a decrease of \$62,952.00 from the Fiscal 2009 amount of \$1,340,995.00.

CITY OF WORCESTER HEALTH & HUMAN SERVICES LIBRARY DIVISION



81 POSITIONS
 -10.5 LIBRARY RESOURCES POS.
 -7 TALKING BOOKS POSITIONS
 -1 REGIONAL POSITION
 63.5 TAX LEVY POSITIONS



LUCY B. GANGONE, HEAD LIBRARIAN
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF PUBLIC LIBRARY- DIVISION #550

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 109,282.16	53EM	HEAD LIBRARIAN	1	\$ 108,200.16
1	78,070.74	48EM	GRADUATE LIBRARIAN, GRADE 7	0	-
4	281,953.38	44M	DIVISION HEAD	3	220,827.52
4	205,333.92	40P	GRADUATE LIBRARIAN, GRADE 4	4	253,609.44
1	64,995.68	40M	PRINCIPAL STAFF ASSISTANT	1	65,646.72
2	121,007.53	38M	ADMINISTRATIVE ASSISTANT, GRADE 8	2	122,189.76
3	184,474.80	37P	GRADUATE LIBRARIAN, GRADE 3	3	184,474.80
16	795,733.28	36P	GRADUATE LIBRARIAN, GRADE 2	12	727,793.96
1	55,294.83	37	SUPPORT TECHNICIAN	1	55,833.12
2	94,956.32	33	ADMINISTRATIVE ASSISTANT, GRADE 6	2	96,924.96
1	36,584.08	31P	GRADUATE LIBRARIAN, GRADE 1	1	38,678.32
3	129,513.19	31	LIBRARIAN, GRADE 4	3	132,097.92
1	44,724.96	30	SENIOR BUILDING CUSTODIAN	1	44,724.96
1	43,179.84	29	LIBRARIAN, GRADE 3	1	43,179.84
1	37,625.76	26	LIBRARIAN, GRADE 2A	1	37,625.76
6	218,099.36	25	LIBRARIAN, GRADE 2	4	149,298.48
5	146,882.88	25	BUILDING CUSTODIAN	5	178,534.48
21	650,704.32	21	LIBRARIAN, GRADE 1	18	555,073.36
74	3,298,417.03		TOTAL REGULAR SALARIES WITHOUT PAGES	63	3,014,713.56
	42,833.00		TOTAL PAGES SALARIES		42,833.00
74	3,341,250.03		REGULAR SALARIES WITH PAGES	63	3,057,546.56
	(154,132.00)		VACANCY FACTOR		(183,817.00)
	3,640.00		EM INCENTIVE PAY		-
	200,000.00		BUDGET SUPPLEMENT		-
74	3,390,758.03		TOTAL RECOMMENDED SALARIES	63	2,873,729.56
			FUNDING SOURCES:		
	-		PILOT		(80,000.00)
	-		WORCESTER PUBLIC LIBRARY FOUNDATION		-
	-		TOTAL FUNDING SOURCES		(80,000.00)
74	\$ 3,390,758.03	550-91000	TOTAL RECOMMENDED PERSONAL SERVICES	63	\$ 2,793,729.56
	17,632.00		REGULAR OVERTIME		17,632.00
	47,320.00		SUNDAY OVERTIME		-
	64,952.00	550-97000	RECOMMENDED OVERTIME		17,632.00
	\$ 235,966.00		ELECTRICITY		\$ 235,966.00
	74,455.00		NATURAL GAS		74,455.00
	30,105.00		TELEPHONE		30,105.00
	304,560.00		OPERATIONAL		304,600.00
	144,304.00		BUILDING MAINTENANCE		144,304.00
	551,605.00		LIBRARY MATERIALS		488,613.00
	\$ 1,340,995.00	550-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 1,278,043.00
	\$ 4,796,705.03		TOTAL RECOMMENDED TAX LEVY		\$ 4,089,404.56

LUCY B. GANGONE, HEAD LIBRARIAN

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF PUBLIC LIBRARY- DIVISION #550**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
LIBRARY RESOURCES					
1	\$ 67,906.40	40P	GRADUATE LIBRARIAN, GRADE 4	1	\$ 68,444.64
1	59,424.48	36P	GRADUATE LIBRARIAN, GRADE 2	3	131,868.52
1	36,584.08	31P	GRADUATE LIBRARIAN, GRADE 1	1	38,678.32
2	51,549.28	25	LIBRARIAN, GRADE 2	2	52,786.32
4	101,679.16	21	LIBRARIAN, GRADE 1	4	100,511.76
9	317,143.40		REGULAR SALARIES	11	392,289.56
9	\$ 317,143.40		TOTAL RECOMMENDED PERSONNEL SERVICES	11	\$ 392,289.56
	54,327.65		FRINGE BENEFITS		70,665.32
	\$ 371,471.05		TOTAL EXPENSES- LIBRARY RESOURCES		\$ 462,954.88
	(317,143.40)		FUNDING SOURCES-STATE REVENUES:		
	(54,327.65)		SALARIES		(392,289.56)
	(371,471.05)		FRINGE BENEFITS		(70,665.32)
			TOTAL CREDITS- LIBRARY RESOURCES		(462,954.88)
	\$ -		TOTAL RECOMMENDED TAX LEVY		\$ -

TALKING BOOK SERVICES

1	\$ 68,444.64	40P	GRADUATE LIBRARIAN, GRADE 4	1	\$ 68,444.64
1	59,424.48	36P	GRADUATE LIBRARIAN, GRADE 2	1	59,424.48
1	49,673.52	31P	GRADUATE LIBRARIAN, GRADE 1	1	49,673.52
1	37,625.76	25	LIBRARIAN, GRADE 2	1	37,625.76
2	64,235.36	21	LIBRARIAN, GRADE 1	3	65,432.80
6	279,403.76		REGULAR SALARIES	7	280,601.20
VACANT UNFUNDED POSITIONS:					
1	-	21	LIBRARIAN, GRADE 1	0	-
1	-		REGULAR SALARIES	0	-
7	279,403.76		TOTAL REGULAR SALARIES	7	280,601.20
7	\$ 279,403.76		TOTAL RECOMMENDED PERSONAL SERVICES	7	\$ 280,601.20
	1,200.00		TOTAL OVERTIME		1,200.00
	58,149.73		ORDINARY MAINTENANCE		50,434.00
	76,246.51		FRINGE BENEFITS		83,964.80
	\$ 415,000.00		TOTAL EXPENSES- TALKING BOOKS		\$ 416,200.00
	(279,403.76)		FUNDING SOURCES-STATE REVENUES:		
	(1,200.00)		SALARIES		(280,601.20)
	(58,149.73)		OVERTIME		(1,200.00)
	(76,246.51)		ORDINARY MAINTENANCE		(50,434.00)
	(415,000.00)		FRINGE BENEFITS		(83,964.80)
			TOTAL CREDITS- TALKING BOOKS		\$ (416,200.00)
	\$ -		TOTAL RECOMMENDED TAX LEVY		\$ -

WORCESTER REGIONAL LIBRARY

Lucy B. Gangone

Head Librarian

3 Salem Square

Worcester, Massachusetts 01608

(508) 799-1655

Divisional Mission Statement:

The mission of Worcester Regional Library is to:

- a. Take a leadership role in providing timely and equal access to both traditional and innovative library services for a variety of types of libraries in Central Massachusetts

Divisional Overview:

The Worcester Public Library is under contract with the Central Massachusetts Regional Library System to provide materials and staff services to support the libraries in Central Massachusetts. The state allocates the revenue on the City's annual Cherry Sheet for this operation.

WORCESTER REGIONAL LIBRARY

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 49,941.44	\$ 51,372.32	91000	\$ 47,224.08
ORDINARY MAINTENANCE	53,949.68	53,328.67	92000	50,175.24
FRINGE BENEFITS	15,763.88	14,954.01	96000	5,000.68
TOTAL	\$ 119,655.00	\$ 119,655.00		\$ 102,400.00
TOTAL POSITIONS				
	1	1		1

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The tax levy Fiscal 2010 budget for the Worcester Regional Library is recommended to be \$102,400.00, a decrease of \$17,255.00 from the Fiscal 2009 amount of \$119,655.00.

The recommended budget for Personal Services for Fiscal 2010 is \$47,224.08, which is a decrease of \$4,148.24 from the Fiscal 2009 amount of \$51,372.32.

Ordinary Maintenance for Fiscal 2010 is recommended to be \$50,175.24, a decrease of \$3,153.43 from the Fiscal 2009 budget of \$53,328.67.

Fringe benefits for Fiscal 2010 are recommended to be \$5,000.68, a decrease of \$9,953.33 from the Fiscal 2009 amount of \$14,954.01.



LUCY B. GANGONE, HEAD LIBRARIAN
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF PUBLIC LIBRARY- DIVISION #560

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
REGIONAL LIBRARY					
1	51,372.32	35	ADMINISTRATIVE ASSISTANT, GRADE 7	1	47,224.08
1	51,372.32		REGULAR SALARIES	1	47,224.08
1	51,372.32	560-91000	TOTAL RECOMMENDED PERSONAL SERVICES	1	47,224.08
	30,219.78		BOOKS		27,227.86
	23,108.89		OTHER ORDINARY MAINTENANCE		22,947.38
	<u>\$ 53,328.67</u>	560-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 50,175.24</u>
	14,954.01		FRINGE BENEFITS		5,000.68
	<u>\$ 14,954.01</u>	560-96000	TOTAL FRINGE BENEFITS		<u>\$ 5,000.68</u>
	<u>\$ 119,655.00</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 102,400.00</u>

DEPARTMENT OF HUMAN RESOURCES

Kathleen G. Johnson

Acting Director

City Hall - Room 109

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1031

Departmental Mission Statement:

The mission of the Office of Human Resources is to:

- a. Enhance personnel administration for the purpose of advancing the delivery of exemplary service to the organization and the citizens of the City of Worcester

Departmental Overview:

The goal of the Human Resources Department is to enhance service to the citizens of Worcester by hiring and retaining the best City employees, increasing productivity and job satisfaction through the planning and administering of personnel programs, wellness initiatives, and professional development designs along with health care and retirement benefits. The main function of the department is to ensure that the City has a skilled, competent and diverse workforce that will work to meet the City's organizational goals.

The Human Resources Department serves the public and City employees through outreach and recruitment which provides information about City employment opportunities. The department also supports City employees and managers by implementing policies and procedures, ensuring that fair labor practices are followed, and fostering good relations among employees to create an environment where employees can work productively, develop their skills, and maintain job satisfaction. The following is an outline of the department's essential functions:

EMPLOYMENT

The Employment division provides oversight of all hiring and recruitment processes to ensure that City positions are filled with qualified people of diverse backgrounds. Understanding and complying with statutory and contractual obligations, following civil service requirements, testing, screening, and interviewing of candidates are part of the employment process. Policy development, Unemployment Compensation, Equal Employment Opportunity, and DOT drug testing, are integral functions of the personnel division.

BENEFITS

Benefits administration is an essential function performed by the division to supply City and Worcester Public School employees and retirees with quality benefits in health insurance, dental insurance, vision insurance, life insurance, disability insurance, flexible spending accounts, employee assistance programs, and tuition reimbursement.

DEPARTMENT OF HUMAN RESOURCES

LABOR RELATIONS

The Labor Relations division encompasses collective bargaining, employee relations, and at-work injury management to ensure that employees are treated fairly and respectfully and that managers and supervisors have the tools and ability to oversee the work and job performance of their staff. The division performs case management for City and Worcester Public School employee injury claims by carefully monitoring treatment for a safe and efficient return to work.

TRAINING AND DEVELOPMENT

The Training Division assures that employees in the workforce have the knowledge, skills, and abilities to perform well in their positions. It includes general skills development, management and supervisory development, health, safety and lifestyle courses along with technical training geared towards particular subject matter expertise. This division performs recruitment, training, and support for the City of Worcester's many Board and Commission volunteers.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 763,156.80	\$ 810,321.99	91000	\$ 748,471.17
OVERTIME	11,238.93	3,000.00	97000	3,000.00
ORDINARY MAINTENANCE	201,101.14	228,510.00	92000	220,010.00
TOTAL	\$ 975,496.87	\$ 1,041,831.99		\$ 971,481.17
TOTAL POSITIONS	18	17		15

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total Fiscal 2010 recommended tax levy budget for the Office of Human Resources Department is \$971,481.17 which is a decrease of \$70,350.82 from the fiscal 2009 budget of \$1,041,831.99.

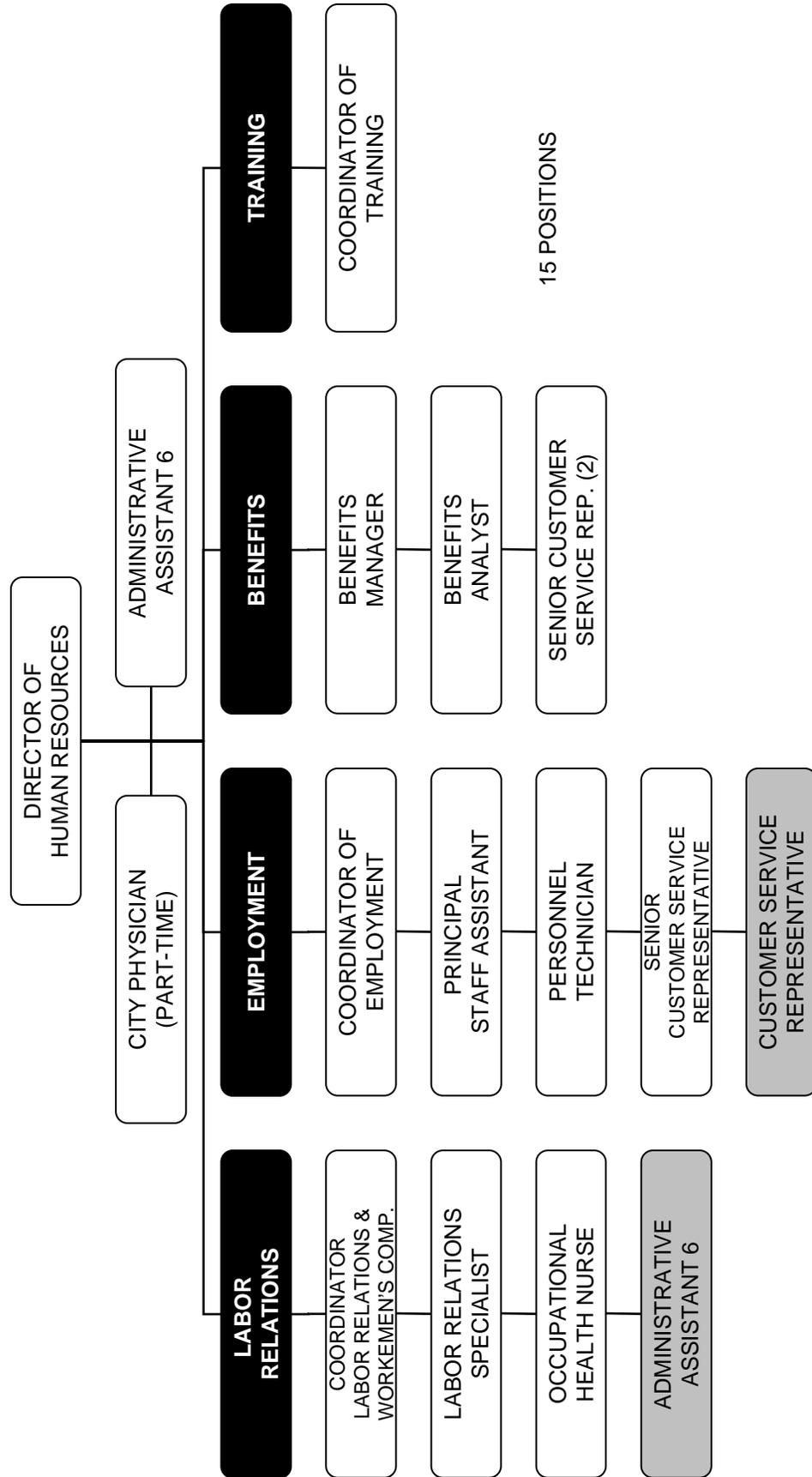
The recommended personal services tax levy budget for Fiscal 2010 is \$748,471.17 which is a decrease of \$61,850.82 from the fiscal 2009 amount of \$810,321.99. This decrease is a result of the elimination of a Customer Service Representative position and an Administrative Assistant 6 position in the amount of \$71,598.24. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009 in the amount of \$9,747.42.

The recommended Overtime tax levy budget is recommended to be level funded at \$3,000.

The tax levy Ordinary Maintenance budget for Fiscal 2010 is recommended to be \$220,010 which is a decrease of \$8,500 from the Fiscal 2009 amount of \$228,510. This decrease is a result of decreasing the amount budget for the Training Program by \$3,500 and the Employment Enforcement Policies program by \$5,000.

CITY OF WORCESTER

DEPARTMENT OF HUMAN RESOURCES





KATHLEEN G. JOHNSON, DIRECTOR

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF HUMAN RESOURCES - DEPARTMENT #170

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
ADMINISTRATION:					
1	\$ 106,076.66	58CM	HUMAN RESOURCE DIRECTOR	1	\$ 107,126.93
1	22,464.00	FL	CITY PHYSICIAN	1	22,464.00
1	45,436.34	33	ADMINISTRATIVE ASSISTANT 6	1	46,666.80
<u>3</u>	<u>\$ 173,977.00</u>			<u>3</u>	<u>\$ 176,257.73</u>
EMPLOYMENT:					
1	\$ 80,938.81	46M	COORDINATOR OF EMPLOYMENT	1	\$ 81,745.20
1	61,041.57	40M	PRINCIPAL STAFF ASSISTANT	1	63,881.60
1	51,372.32	38M	PERSONNEL TECHNICIAN	1	51,886.80
1	35,474.76	28	SENIOR CUSTOMER SERVICE REPRESENTATIVE	1	37,098.88
1	29,294.44	22	CUSTOMER SERVICE REPRESENTATIVE	0	-
<u>5</u>	<u>\$ 258,121.91</u>			<u>4</u>	<u>\$ 234,612.48</u>
LABOR RELATIONS:					
1	\$ 87,181.10	48M	COORD. LABOR RELATIONS & WORKER'S COMP.	1	\$ 88,050.96
1	68,487.70	44M	LABOR RELATIONS SPECIALIST	1	71,654.32
1	69,185.81	42M	OCCUPATIONAL NURSE	1	70,449.12
1	40,490.50	33	ADMINISTRATIVE ASSISTANT 6	0	-
<u>4</u>	<u>\$ 265,345.10</u>			<u>3</u>	<u>\$ 230,154.40</u>
BENEFITS:					
1	\$ 67,484.16	44M	BENEFITS MANAGER	1	\$ 70,449.12
1	47,277.94	35	BENEFIT ANALYST	1	33,948.24
2	76,847.58	28	SENIOR CUSTOMER SERVICE REPRESENTATIVE	2	78,884.64
<u>4</u>	<u>\$ 191,609.68</u>			<u>4</u>	<u>\$ 183,282.00</u>
TRAINING & DEVELOPMENT:					
1	\$ 61,890.30	42M	COORDINATOR OF TRAINING	1	\$ 64,786.56
1	61,890.30			1	64,786.56
<u>17</u>	<u>\$ 950,943.99</u>		REGULAR SALARIES	<u>15</u>	<u>\$ 889,093.17</u>
	2,565.00		EM INCENTIVE PAY		2,565.00
	(12,400.00)		VACANCY FACTOR		(12,400.00)
	<u>\$ 941,108.99</u>		TOTAL RECOMMENDED SALARIES		<u>\$ 879,258.17</u>
	(52,907.00)		FUNDING SOURCES:		(52,907.00)
	(77,155.00)		CREDIT FROM SEWER		(77,155.00)
	(725.00)		CREDIT FROM WATER		(725.00)
	<u>\$ (130,787.00)</u>		CREDIT FROM GOLF COURSE		<u>(725.00)</u>
			TOTAL FUNDING SOURCES		<u>\$ (130,787.00)</u>
<u>17</u>	<u>\$ 810,321.99</u>	170-91000	TOTAL RECOMMENDED PERSONNEL SERVICES	<u>15</u>	<u>\$ 748,471.17</u>
	\$ 3,000.00		OVERTIME		\$ 3,000.00
	<u>\$ 3,000.00</u>	170-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 3,000.00</u>

KATHLEEN G. JOHNSON, DIRECTOR**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010****DEPARTMENT OF HUMAN RESOURCES - DEPARTMENT #170**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	\$ 32,500.00		HUMAN RESOURCES ORDINARY MAINTENANCE		\$ 32,500.00
	7,500.00		TRAINING PROGRAM		4,000.00
	10,000.00		EMPLOYMENT ENFORCEMENT POLICIES		5,000.00
	2,500.00		APPRECIATION/RECOGNITION PROGRAM		2,500.00
	<u>24,000.00</u>		CENTRALIZED JOB ADVERTISING		<u>24,000.00</u>
	<u>\$ 76,500.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 68,000.00</u>
			FUNDING SOURCES:		
	(2,605.00)		CREDIT FROM SEWER		(2,605.00)
	(2,485.00)		CREDIT FROM WATER		(2,485.00)
	<u>(24,000.00)</u>		INTERDEPARTMENTAL CREDIT		<u>(24,000.00)</u>
	<u>(29,090.00)</u>		TOTAL FUNDING SOURCES		<u>(29,090.00)</u>
	<u>\$ 47,410.00</u>	170-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 38,910.00</u>
			LABOR RELATIONS DIVISION:		
	\$ 60,000.00		SPECIAL COUNSEL		\$ 60,000.00
	115,000.00		POLICE / FIRE SPECIAL COUNSEL		115,000.00
	7,200.00		ARBITRATION		7,200.00
	<u>\$ 182,200.00</u>		TOTAL		<u>\$ 182,200.00</u>
			FUNDING SOURCES:		
	(200.00)		CREDIT FROM SEWER		(200.00)
	(900.00)		CREDIT FROM WATER		(900.00)
	<u>(1,100.00)</u>		TOTAL FUNDING SOURCES		<u>(1,100.00)</u>
	<u>\$ 181,100.00</u>	1703-92000	TOTAL RECOMMENDED LABOR RELATIONS		<u>\$ 181,100.00</u>
	\$ 810,321.99		TOTAL RECOMMENDED PERSONNEL SERVICES		\$ 748,471.17
	3,000.00		TOTAL RECOMMENDED OVERTIME		3,000.00
	<u>228,510.00</u>		TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>220,010.00</u>
	<u>\$ 1,041,831.99</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 971,481.17</u>

WORKERS' COMPENSATION

Kathleen G. Johnson
Acting Director
City Hall - Room 109
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1031

Divisional Overview:

The State Workers' Compensation statute is designed to be a wage replacement system for the benefit of those who sustain injuries arising out of, and in the course of, their employment with the City. In all but extreme cases, negligence on the part of either the employee, or the employer, will have no bearing on either the employee's entitlement to benefits, or the exclusivity of workers' compensation benefits, as the only available remedy. The workers' compensation statute, M.G.L. Chapter 152, as most recently amended, provides for payment of 60% of an employee's pre-injury average weekly wage for the period during which the employee remains temporarily, or totally disabled, as a result of the injury. These benefits are available for a maximum of three years with an additional potential entitlement to temporary partial disability benefits where the maximum period of entitlement varies, based on the severity of the injury. The most severely injured claimants may seek permanent and total disability benefits that are potentially available for the life of the employee.

Approximately forty-seven percent of the workers' compensation budget is spent on the payment of weekly workers' compensation benefits. These include temporary, partial and total disability benefits, and dependents and widows benefits. Medical expenses account for approximately forty percent of the overall budget. These services include doctors, nurses, hospitals, prescriptions and medical supplies. The remaining thirteen percent is spent on administrative, investigative and court costs, to include attorney's fees, permanency adjustments and lump sum settlements.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
FRINGE BENEFITS	\$ 1,173,416.55	\$ 1,191,522.00	96000	\$ 1,169,151.21
TOTAL	\$ 1,173,416.55	\$ 1,191,522.00		\$ 1,169,151.21

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total Worker's Compensation budget for Fiscal 2010 is recommended to be \$1,169,151.21, a decrease of \$22,370.79 from the Fiscal 2009 budget of \$1,191,522.

JL, PK, RD INDIVIDUAL CLAIMS HISTORY

	Actual FY06	Actual FY07	Actual FY08	Projected FY09
J.L.	117,503	20,215	12,762	10,939
P.K.	153,899	147,850	92,784	112,260
R.D.	98,719	207,747	200,053	92,478
TOTAL	370,121	375,811	305,599	215,678



KATHLEEN G. JOHNSON, ACTING DIRECTOR
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
WORKERS' COMPENSATION - DEPARTMENT #171

Account	Actual FY08	Projected FY09	2 Year Average	10% Medical Inflation Rate	FY10 Projection
171 Account	\$ 279,977	\$ 167,847	\$ 223,912	\$ 22,391	\$ 246,303
Occupational Nurse	-	-	-	-	-
Elections	-	-	-	-	-
Human Resources	55.97	-	27.99	2.80	31
Assessing	1,250.28	-	625.14	62.51	688
Treasurer	21,312.20	20,921.85	21,117.03	2,111.70	23,229
Auditing	1,020.15	3,291.44	2,155.79	215.58	2,371
DPW	194,689.34	207,359.93	201,024.63	20,102.46	221,127
City Messenger	-	1,572.93	786.47	78.65	865
Purchasing	-	-	-	-	-
Police	13,660.03	13,719.69	13,689.86	1,368.99	15,059
Fire	72.00	-	36.00	3.60	40
Health	12,931.15	19,323.24	16,127.20	1,612.72	17,740
Inspectional Services	-	1,044.74	522.37	52.24	575
Public Library	1,642.53	4,714.89	3,178.71	317.87	3,497
Parks	155,017.61	96,043.16	125,530.38	12,553.04	138,083
Communications	61,743.50	50,753.93	56,248.71	5,624.87	61,874
Airport	2,233.16	12,189.33	7,211.25	721.12	7,932
Sewer	15,681.25	19,153.56	17,417.41	1,741.74	19,159
Water	102,075.74	140,549.46	121,312.60	12,131.26	133,444
Belmont Home	660.03	768.09	714.06	71.41	785
City Hospital	52,378.84	49,354.74	50,866.79	5,086.68	55,953
Subtotal	\$ 916,400	\$ 808,608	\$ 862,504	\$ 86,250	\$ 948,755

Credits	Actual FY08	Projected FY09	2 Year Average	10% Medical Inflation Rate	FY10 Projection
Airport Credit	(2,233)	(12,189)	(7,211)	(721.12)	(7,932)
Sewer Credit	(15,681)	(19,154)	(17,417)	(1,741.74)	(19,159)
Water Credit	(102,076)	(140,549)	(121,313)	(12,131.26)	(133,444)
Subtotal	\$ (119,990)	\$ (171,892)	\$ (145,941)	\$ (14,594)	\$ (160,535)

Total Tax Levy	\$ 796,410	\$ 636,716	\$ 716,563	\$ 71,656	\$ 788,219
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Worcester Public Schools Worker's Compensation is paid through the WPS Budget



KATHLEEN G. JOHNSON, ACTING DIRECTOR
CITY OF WORCESTER
FISCAL 2010 WORKERS' COMPENSATION ANALYSIS 2001-2009

Fiscal Year 2009 Projected Costs

Workers Compensation	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Projected 4th Quarter	One Time Adjustment	FY09 Total
JL	\$ 2,417	\$ 2,207	\$ 3,581	\$ 2,735		\$ 10,939
PK	27,779	\$ 29,317	\$ 27,100	\$ 28,065		112,260
RD	36,537	\$ 20,438	\$ 12,383	\$ 23,120		92,478
Subtotal	\$ 66,733	\$ 51,962	\$ 43,064	\$ 53,919	\$ -	\$ 215,678

*(4th Quarter costs are determined by dividing the YTD expenses by the previous nine months.)

Workers Compensation	FY07 Actual	FY08 Actual	FY09 Projected	Three Year Average	10% Medical Inflation Rate	FY10 Projection
JL	\$ 20,215	\$ 12,762	\$ 10,939	14,638	\$ 1,464	\$ 16,102
PK	147,850	92,784	112,260	117,632	11,763.15	129,395
RD	207,747	200,053	92,478	166,759	16,675.94	183,435
Total	\$ 375,811	\$ 305,599	\$ 215,678	\$ 299,029	\$ 29,903	\$ 328,932

HISTORICAL ANALYSIS OF WORKERS' COMPENSATION COSTS
FY 2001 - FY 2008

Fiscal Year	JL	PK	RD
2000	\$ 21,194	\$ 86,635	\$ 93,621
2001	9,159	105,684	114,679
2002	20,228	85,043	91,525
2003	17,617	113,017	97,075
2004	137,124	117,114	97,548
2005	104,960	141,671	85,754
2006	117,503	153,899	98,719
2007	20,215	147,850	207,747
2008	12,762	92,784	200,053



KATHLEEN G. JOHNSON, ACTING DIRECTOR

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF HUMAN RESOURCES

DIVISION OF WORKERS' COMPENSATION - DIVISION #171

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 805,427.00	BASIC WORKERS' COMPENSATION	\$ 948,754.58
104,000.00	ADMINISTRATIVE SERVICES	104,000.00
<u>\$ 909,427.00</u>	TOTAL WORKERS' COMPENSATION	<u>\$ 1,052,754.58</u>
	FUNDING SOURCES:	
(11,349.00)	CREDIT FROM AIRPORT	(7,932.37)
(44,675.00)	CREDIT FROM SEWER	(19,159.15)
(24,138.00)	CREDIT FROM WATER	(133,443.86)
(52,000.00)	CREDIT FROM SCHOOLS	(52,000.00)
<u>(132,162.00)</u>	TOTAL FUNDING SOURCES	<u>(212,535.38)</u>
<u>\$ 777,265.00</u>	TOTAL WORKERS' COMPENSATION	<u>\$ 840,219.21</u>
55,729.00	J.L. COMPENSATION	16,102.00
153,134.00	P.K. COMPENSATION	129,395.00
205,394.00	R.D. COMPENSATION	183,435.00
<u>414,257.00</u>	TOTAL INDIVIDUAL COMPENSATION	<u>328,932.00</u>
<u>\$ 1,191,522.00</u>	171-96000 TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 1,169,151.21</u>

INJURED ON DUTY CLAIMS

Kathleen G. Johnson
Acting Director
City Hall - Room 109
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1031

Divisional Overview:

Chapter 41, Section 111F of the General Laws provides injured-on-duty wage and medical benefits to police and fire employees injured in the line of duty. The Human Resources Department reviews injured-on-duty claims, performs medical case management, monitors treatment and expected outcomes, processes and accounts for payment of medical expenses, and works closely with the employees and the public safety departments to ensure a safe and efficient return to work.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
FRINGE BENEFITS	\$ 418,625.86	\$ 398,918.00	96000	\$ 499,771.00
TOTAL	\$ 418,625.86	\$ 398,918.00		\$ 499,771.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

This account pays for all non-salary costs of uniformed police and fire personnel who are injured in the line of duty. The total recommended tax levy appropriation for Fiscal 2010 is recommended to be \$499,771, which is an increase of \$100,853 from the Fiscal 2009 amount of \$398,918 for expected medical costs increases.

INJURED ON DUTY CLAIMS

Please note that the City incurs salary expenses for uniformed police officers and firefighters when they have been injured in the line of duty. The salary accounts for both the Police and Fire Departments pay the applicable salary amounts for the respective uniformed police and fire personnel who are injured while working. The following table depicts the actual obligations incurred from Fiscal 2005 through Fiscal 2008, as well as the projected expenses for Fiscal 2009. The total amount for Fiscal 2009 includes a one time non-recurring expense of nearly \$95,000.

IOD Salary Expenses History

	Actual FY05	Actual FY06	Actual FY07	Actual FY08	Projected FY09
Police	172,514	139,327	229,024	160,553	187,881
Fire	127,366	135,452	160,705	258,073	486,956
Total	299,880	274,779	389,730	418,626	674,836



KATHLEEN G. JOHNSON, ACTING DIRECTOR
CITY OF WORCESTER
PUBLIC SAFETY INJURED ON DUTY (IOD) CLAIMS

Month	FY04 Police IOD	FY05 Police IOD	FY06 Police IOD	FY07 Police IOD	FY08 Police IOD	Projected FY09 Police IOD
July	18,738.04	13,645.09	33,365.47	-	14,666.44	15,778.32
August	18,532.47	23,822.42	11,621.41	56,982.48	47,384.37	24,111.51
September	14,830.64	23,337.49	17,557.52	25,463.09	28,630.36	45,937.53
October	23,232.53	31,453.16	17,849.73	16,427.57	8,000.85	9,542.17
November	34,627.51	17,398.02	15,291.14	30,238.94	20,059.80	14,146.07
December	19,051.40	16,445.20	5,731.91	26,938.69	13,024.93	2,953.78
January	12,261.97	10,116.22	10,346.58	13,243.13	(25,261.99)	6,077.95
February	19,114.87	30,028.23	14,115.93	11,754.04	16,308.26	6,585.74
March	14,153.69	7,362.99	17,274.03	5,904.42	20,905.03	15,641.63
April	17,023.70	26,334.27	17,722.11	5,109.21	2,675.28	15,641.63
May	10,352.99	7,253.19	9,599.39	57,730.32	-	15,641.63
June	10,438.70	20,287.09	176.75	6,788.75	15,996.92	15,641.63
Total	212,358.51	227,483.37	170,651.97	256,580.64	162,390.25	187,699.61

Month	FY04 Fire IOD	FY05 Fire IOD	FY06 Fire IOD	FY07 Fire IOD	FY08 Fire IOD	Projected FY09 Fire IOD
July	3,362.98	7,099.12	9,740.06	9,729.92	6,639.63	-
August	8,179.40	19,734.99	16,542.56	36,157.14	66,023.74	73,674.48
September	9,453.03	3,398.03	14,697.47	32,373.00	20,248.80	53,278.75
October	6,307.44	33,175.22	14,821.83	11,664.25	7,560.14	22,708.83
November	9,251.98	17,166.28	23,338.27	19,984.56	18,092.96	23,894.20
December	7,511.62	20,002.45	14,743.22	15,489.01	7,215.63	37,622.75
January	6,193.94	3,082.16	23,757.90	13,955.63	25,567.70	14,173.65
February	3,141.07	16,113.75	7,870.29	9,376.64	22,405.82	98,971.92
March	19,438.49	8,789.04	11,297.86	5,872.91	20,017.62	40,540.57
April	12,692.47	10,464.56	12,808.34	3,265.27	11,762.77	40,540.57
May	10,791.55	6,330.46	15,507.05	20,624.20	15,482.69	40,540.57
June	8,446.22	22,594.23	780.18	1,548.64	40,009.83	40,540.57
Total	104,770.19	167,950.29	165,905.03	180,041.17	261,027.33	486,486.87

Refunds	(47,505.42)	(95,553.93)	(61,778.27)	(46,892.13)	(4,791.72)	650.00
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TOTAL	269,623.28	299,879.73	274,778.73	389,729.68	418,625.86	674,836.48
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THREE YEAR IOD AVERAGE

	FY07	FY08	FY09	Average Total	8% Medical Inflation	FY10 Projection
Police	256,580.64	162,390.25	187,699.61	202,223.50	16,177.88	218,401.38
Fire	180,041.17	261,027.33	391,547.52	277,538.67	22,203.09	299,741.77
Credits	(46,892.13)	(4,791.72)	650.00	(17,011.28)	(1,360.90)	(18,372.19)
Total	389,729.68	418,625.86	579,897.13	462,750.89	37,020.07	499,770.96



KATHLEEN G. JOHNSON, ACTING DIRECTOR

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF HUMAN RESOURCES

DIVISION OF PUBLIC SAFETY INJURED ON DUTY (IOD) CLAIMS- DIVISION #174

APPROVED FY09 AMOUNT	TITLE		RECOMMENDED FY10 AMOUNT
\$ 191,722.00	1741	POLICE DEPARTMENT IOD CLAIMS	\$ 204,622.00
207,196.00	17412	FIRE DEPARTMENT IOD CLAIMS	295,149.00
<u>\$ 398,918.00</u>	174-96000	TOTAL INJURED ON DUTY	<u>\$ 499,771.00</u>

UNEMPLOYMENT COMPENSATION

Kathleen G. Johnson
Acting Director
City Hall - Room 109
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1031

Departmental Overview:

Chapter 720 of the Acts of 1977, extended unemployment compensation benefits to eligible state and local government employees. The City of Worcester is self-insured for the payment of benefits awarded by Massachusetts Department of Employment and Training.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
FRINGE BENEFITS	\$ 96,428.00	\$ 100,000.00	96000	\$ 1,870,000.00
TOTAL	\$ 96,428.00	\$ 100,000.00		\$ 1,870,000.00

* Note: Worcester Public School pays unemployment costs from their budget. Human Resources administer the program and charge the Public Schools for their expenses.

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total tax levy budget for Fiscal 2010 is \$1,870,000 which is \$1,770,000 more than the tax levy budget for Fiscal 2009 in the amount of \$100,000. This increase is due to anticipated costs associated with the layoffs.



KATHLEEN G. JOHNSON, ACTING DIRECTOR
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF HUMAN RESOURCES
DIVISION OF UNEMPLOYMENT COMPENSATION - DIVISION #172

APPROVED FY09 AMOUNT	ACCOUNT NUMBER	TITLE	RECOMMENDED FY10 AMOUNT
\$ 130,000.00		REGULAR UNEMPLOYMENT COMPENSATION	\$ 1,900,000.00
		FUNDING SOURCES:	
(10,000.00)		CREDIT FROM SEWER	(10,000.00)
(10,000.00)		CREDIT FROM WATER	(10,000.00)
(10,000.00)		CREDIT FROM GOLF	(10,000.00)
(30,000.00)		TOTAL FUNDING CREDITS	(30,000.00)
<u>\$ 100,000.00</u>	172-96000	TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 1,870,000.00</u>

HEALTH INSURANCE

Kathleen G. Johnson

Acting Director

City Hall - Room 109

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1031

Divisional Overview:

The Human Resources Department is responsible for the planning, administering and direction of all phases of the health insurance program for the City of Worcester employees. The health insurance account within the City's budget comprises the largest component of benefits offered to our employees. The amount budgeted is derived from the number of active and retired employees within each specific plan by the cost of the health plan being offered. Each health insurance program offered provides benefits to individuals, families, retirees and surviving spouses. The amount recommended for appropriation is the city's portion for providing these benefits to its employees. This account excludes health insurance benefits for the Worcester Public Schools, which is budgeted within their respective department. During fiscal year 2010, the City will provide health insurance coverage to approximately 3,868 active and retired persons excluding Worcester Public Schools. Blue Choice plan saw an increase of 9.71%, Fallon Direct Community Health Plan increased by 8.75%, Fallon Select Community Health Plan increased by 9.90%. On the retiree plans (which are on a calendar year cycle) have increased the following for the first half of fiscal 2010: Fallon Senior plan has increased by 3.94%, Medex has increased by %, BC/ BS Medicare HMO Blue has increased by 3.08% and Tufts has increased by 2.71%.

Medicare Payroll Tax:

Medicare is a federally administered health insurance trust fund that pays for health services for individuals 65 years or older and the disabled receiving social security cash benefits. The Medicare Hospital Insurance Trust Fund is financed primarily through a tax on current earnings from employment covered by the Social Security Act. The Medicare supplement insurance is financed through premiums paid by persons enrolled in the program and from general fund revenues of the federal government. Pursuant to Federal law, all employees hired after April 1, 1986 are subject to a 1.45% Medicare payroll tax. The City of Worcester is obligated to match this payment. Earnings subject to this tax have increased from \$51,300 to over \$125,000 per year per individual, effective January 1, 1991.

Life Insurance & Disability Coverage:

The City of Worcester offers a \$5,000 basic term insurance coverage to interested employees and retirees. The City contributes 50% of the premium cost to this coverage. Optional term insurance, level premium term insurance, universal life and short and long term disability plans (with specific qualifications) are also available to active employees and retirees (if the retiree was

enrolled in Optional or UL prior to retirement, they can continue. They are not eligible to continue DI post retirement) with the employee paying the total cost of the premium.

Employee Assistance Program:

The City has contracted with the Wellness Corporation for the provision of an Employee Assistance Program. The program supplies counseling to employees, their spouses and dependents in the areas of substance abuse, family relations, consumer debts as well as employee work performance issues. They provide federal mandatory counseling to employees who test positive for drug and/or alcohol abuse through the City's DOT testing program.

Health Insurance Consultant:

Since fiscal 2000, the City contracted with Group Benefits Strategies (GBS) for consulting services. This company, located in Auburn specializes in both municipal and corporate health insurance management. GBS monitors the City's health insurance expenses, prepares and reviews health insurance quotes and proposals, analyzes and projects premium rates, and recommends cost-saving enhancements.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
FRINGE BENEFITS	\$ 24,542,602.96	\$ 24,625,524.00	96000	\$ 23,012,367.00
TOTAL	\$ 24,542,602.96	\$ 24,625,524.00		\$ 23,012,367.00

FISCAL 2010 BUDGET OVERVIEW**Expenditures:**

The total recommended tax levy Health Insurance budget and employee's fringe benefit costs, excluding fringe benefit cost for Worcester Public Schools for fiscal 2010 is \$23,012,367, a decrease of \$1,613,157 from the fiscal 2009 amount of \$24,625,524 for tax levy funded employees. This decrease is due to the successful performance of our self-funded Health Insurance program which has generated a surplus since the implementation of a number of health insurance reforms. This source will provide \$1,500,000 toward reducing the City's premium costs for health insurance. Employees and retirees will also experience savings as a result of this reduction. In addition, this account has been reduced by the anticipated savings of \$1,900,000 from Health Insurance costs which will not be paid out due to identified layoffs. These reductions are offset by the increase in Health Insurance premiums for Fiscal 2010.

The recommended Health Insurance tax levy budget will fund employee and retiree health insurance premiums, and other fringe benefit costs for 3,450 of the 3,868 active and retired city employees. The other 418 employees are funded by grants, projects and enterprise funds. This enrollment figure excludes active and retired employees of the Worcester Public Schools.

The total tax levy Health Insurance budget includes \$1,379,234 of other tax levy employee benefits namely Life Insurance, Medicare, Employee Assistance Services, Actuarial Evaluation, PBM Administrative costs and the city's Health Insurance Consultant utilized to monitor and recommend changes in health insurance programs and plans.



KATHLEEN G. JOHNSON, ACTING DIRECTOR

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

HEALTH INSURANCE - DEPARTMENT #663

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 18,000,884.00	BC/ BS BLUE CHOICE	\$ 17,642,280.00
2,928,730.00	BC/ BS MEDEX	3,327,453.00
6,662,794.00	FALLON SELECT & DIRECT	6,843,236.00
746,134.00	FALLON SENIOR	758,722.00
-	MANAGED BLUE	-
196,604.00	BC/ BS MEDICARE HMO BLUE	100,414.00
469,930.00	TUFTS MEDICARE COMPLIMENT	656,052.00
47,250.00	HEALTH INSURANCE CONSULTANT	47,250.00
20,000.00	ACTUARIAL EVALUATION	20,000.00
50,000.00	PBM ADMINISTRATIVE COSTS	50,000.00
<u>29,122,326.00</u>	HEALTH INSURANCE	<u>29,445,407.00</u>
(1,271,964.00)	HEALTH CARE REFORM SAVINGS	-
-	ANTICIPATED SAVINGS DUE TO LAYOFFS	(1,900,000.00)
-	HEALTH TRUST SAVINGS	(1,500,000.00)
<u>27,850,362.00</u>	TOTAL HEALTH INSURANCE	<u>26,045,407.00</u>
142,239.00	LIFE INSURANCE	137,175.00
1,166,877.00	MEDICARE INSURANCE	1,277,982.00
25,200.00	EMPLOYEE ASSISTANCE PROGRAM	25,200.00
<u>\$ 29,184,678.00</u>	TOTAL FRINGE BENEFITS	<u>\$ 27,485,764.00</u>
FUNDING SOURCES:		
(1,077,894.00)	CREDIT FROM INDIRECT	(1,077,894.00)
(11,286.00)	CREDIT FROM CABLE SERVICES	(11,482.00)
(111,045.00)	CREDIT REGIONAL LIBRARY	(92,180.00)
(11,918.00)	CREDIT ELDER AFFAIRS	(18,017.00)
(340,498.00)	CREDIT FROM WORKFORCE DEVELOPMENT	(358,947.00)
(108,499.00)	CREDIT DPW- PROJECTS	(100,742.00)
(268,679.00)	CREDIT GRANTS	(210,038.00)
(760,332.00)	CREDIT FROM SEWER	(782,970.00)
(1,626,813.00)	CREDIT FROM WATER	(1,584,173.00)
(30,332.00)	CREDIT FROM GOLF	(29,710.00)
(211,858.00)	CREDIT FROM AIRPORT	(207,244.00)
<u>(4,559,154.00)</u>	TOTAL FUNDING SOURCES	<u>(4,473,397.00)</u>
<u>\$ 24,625,524.00</u>	663-96000 TOTAL FRINGE BENEFITS	<u>\$ 23,012,367.00</u>
<u>\$ 24,625,524.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 23,012,367.00</u>



KATHLEEN G. JOHNSON, ACTING DIRECTOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
HEALTH INSURANCE ENROLLMENT**

FISCAL 2010	IND BC/BS FLEX BLUE	FAMILY BC/BS FLEX BLUE	IND FALLON DIRECT PLAN	FAMILY FALLON DIRECT PLAN	IND FALLON SELECT PLAN	FAMILY FALLON DIRECT PLAN	BC/BS MEDEX	TUFTS	BC/BS MEDICARE HMO BLUE	FALLON SENIOR HEALTH PLAN	TOTAL
CITY OF WORCESTER	501	805	77	102	137	263	972	216	45	332	3450
CABLE SERVICES	0	0	0	0	2	0	0	0	0	0	2
REGIONAL LIBRARY	4	2	3	1	2	0	0	0	0	0	12
FINANCE (GRANTS)	1	0	1	0	0	0	0	0	0	0	2
ECONOMIC DEVELOPMENT (GRANTS)	0	0	0	0	1	0	0	0	0	0	1
NEIGHBORHOOD SERVICES	1	2	1	0	3	3	0	0	0	0	10
PLANNING & REGULATORY SERVICES	0	0	0	0	0	0	0	0	0	0	0
HEALTH (GRANTS)	1	1	0	0	1	1	0	0	0	0	4
CODE (GRANTS)	0	1	0	0	1	1	0	0	0	0	3
DPW (PROJECTS)	3	4	1	1	0	0	0	0	0	0	9
ELDER AFFAIRS	0	0	0	1	1	0	0	0	0	0	2
WORKFORCE DEVELOPMENT	7	8	2	2	2	10	0	3	0	1	35
SEWER	20	18	9	4	4	13	16	5	1	15	105
WATER	25	50	6	13	8	16	41	12	0	31	202
GOLF	0	1	0	0	0	1	0	0	0	0	2
AIRPORT	4	3	0	5	0	2	5	2	0	7	28
SUB TOTAL	567	895	100	129	162	310	1034	238	46	386	3867
WORC PUBLIC SCHOOL	1031	1162	190	232	309	609	1014	320	77	380	5324
COBRA	0	0	0	0	0	0	0	0	0	0	0
SUB TOTAL	1031	1162	190	232	309	609	1014	320	77	380	5324
GRAND TOTAL	1598	2057	290	361	471	919	2048	558	123	766	9191

FISCAL 2009	IND BC/BS FLEX BLUE	FAMILY BC/BS FLEX BLUE	IND FALLON DIRECT PLAN	FAMILY FALLON DIRECT PLAN	IND FALLON SELECT PLAN	FAMILY FALLON DIRECT PLAN	BC/BS MEDEX	TUFTS	BC/BS MEDICARE HMO BLUE	FALLON SENIOR HEALTH PLAN	TOTAL
CITY OF WORCESTER	509	883	74	104	130	273	902	170	85	301	3431
CABLE SERVICES	0	0	0	0	2	0	0	0	0	0	2
REGIONAL LIBRARY	3	2	3	2	2	1	0	0	0	0	13
FINANCE (GRANTS)	1	0	1	0	0	0	0	0	0	0	2
ECONOMIC DEVELOPMENT (GRANTS)	1	1	0	0	1	0	0	0	0	0	3
NEIGHBORHOOD SERVICES	1	1	1	0	3	2	0	0	0	0	8
PLANNING & REGULATORY SERVICES	0	0	0	0	0	0	0	0	0	0	0
HEALTH (GRANTS)	2	2	0	1	1	1	0	0	0	0	7
HHS ADMINISTRATION (GRANTS)	0	0	0	0	1	0	0	0	0	0	1
CODE (GRANTS)	2	3	0	0	0	1	0	0	0	0	6
DPW (PROJECTS)	2	5	1	1	0	0	0	0	0	0	9
ELDER AFFAIRS	0	0	0	1	0	0	0	0	0	0	1
WORKFORCE DEVELOPMENT	7	8	1	3	3	8	0	0	0	2	32
SEWER	22	18	8	5	6	9	19	2	1	14	104
WATER	32	53	7	10	8	18	33	8	4	27	200
GOLF	0	1	0	0	0	1	0	0	0	0	2
AIRPORT	3	3	0	5	0	4	6	0	1	5	27
SUB TOTAL	585	980	96	132	157	318	960	180	91	349	3848
WORC PUBLIC SCHOOL	1130	1260	181	238	315	609	854	196	97	301	5181
COBRA	3	0	0	0	0	2	0	0	0	0	5
SUB TOTAL	1133	1260	181	238	315	611	854	196	97	301	5186
GRAND TOTAL	1718	2240	277	370	472	929	1814	376	188	650	9034

Comments:

All enrollment for the various Health Insurance programs are extracted from the City's IFMS system.



KATHLEEN G. JOHNSON, ACTING DIRECTOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
LIFE INSURANCE & FEDERAL MEDICARE PAYMENTS**

<u>MEDICARE PAYMENTS</u>				
<u>DEPARTMENT</u>	<u>FEBRUARY 09 DEDUCTIONS</u>	<u>AVERAGE WEEKLY</u>	<u>YEARLY AMOUNT</u>	<u>BUDGET FY10</u>
CITY OF WORCESTER	85,485.72	21,371.43	1,115,588.65	1,115,588.65
CABLE SERVICES	118.20	29.55	1,542.51	1,542.51
REGIONAL LIBRARY	460.72	115.18	6,012.40	6,012.40
FINANCE (GRANTS)	121.48	30.37	1,585.31	1,585.31
ECONOMIC DEVELOPMENT (GRANTS)	186.79	46.70	2,437.61	2,437.61
NEIGHBORHOOD SERVICES (GRANTS)	497.60	124.40	6,493.68	6,493.68
PLANNING & REGULATORY SERVICES	-	-	-	-
HEALTH (GRANTS)	403.37	100.84	5,263.98	5,263.98
INSPECTIONAL SERVICES (GRANTS)	207.56	51.89	2,708.66	2,708.66
HUMAN SERVICES (GRANTS)	33.44	8.36	436.39	436.39
DPW (PROJECTS)	661.79	165.45	8,636.36	8,636.36
ELDER AFFAIRS	185.32	46.33	2,418.43	2,418.43
WORKFORCE DEVELOPMENT	1,684.97	421.24	21,988.86	21,988.86
AIRPORT	962.29	240.57	12,557.88	12,557.88
GOLF	159.40	39.85	2,080.17	2,080.17
SEWER	2,557.03	639.26	33,369.24	33,369.24
WATER	4,204.01	1,051.00	54,862.33	54,862.33
SUB TOTAL	12,443.97	3,110.99	162,393.81	162,393.81
TOTAL COST	97,929.69	24,482.42	1,277,982.46	1,277,982.46
PUBLIC SCHOOL	185,639.35	46,409.84	1,206,655.78	1,206,655.78
TOTAL	283,569.04	70,892.26	2,484,638.24	2,484,638.23

Comments:

Expenditures are extracted from the City's IFMS system displaying the actual Federal Medicare cost totals for the various citywide departments. FY 2010 projections are based on the total cost for February divided by the # of weeks in that month to get a weekly cost. Take the weekly cost x 52.2 weeks.

<u>LIFE INSURANCE</u>				
<u>DEPARTMENT</u>	<u>ACTIVE FEBRUARY 09 ENROLLMENTS</u>	<u>RETIREEES FEBRUARY 09 ENROLLMENTS</u>	<u>TOTAL ENROLLMENTS</u>	<u>ENROLLMENTS X RATE 65.76</u>
CITY OF WORCESTER	734	1109	1843	121,195.68
CABLE SERVICES	1	0	1	65.76
REGIONAL LIBRARY	6	0	6	394.56
FINANCE (GRANTS)	1	0	1	65.76
ECONOMIC DEVELOPMENT (GRANTS)	1	0	1	65.76
NEIGHBORHOOD SERVICES GRANTS	4	0	4	263.04
PLANNING & REG. SERVICES (GRANTS)	0	0	0	-
HEALTH (GRANTS)	4	0	4	263.04
INSPECTIONAL SERVICES (GRANTS)	3	0	3	197.28
DPW (PROJECTS)	5	0	5	328.80
ELDER AFFAIRS (GRANTS)	1	0	1	65.76
WORKFORCE DEVELOPMENT	11	4	15	986.40
SEWER	43	29	72	4,734.72
WATER	58	53	111	7,299.36
AIRPORT	9	10	19	1,249.44
GOLF	0	0	0	-
SUB TOTAL	147	96	243	15,979.68
TOTAL COST	881	1205	2086	137,175.36
PUBLIC SCHOOL	1131	1487	2618	172,159.68
TOTAL	2012	2692	4704	309,335.04

Comments:

Expenditures are extracted from the City's IFMS system displaying the actual Life Insurance cost totals for the various citywide departments. FY 2010 projections are based on the total enrollments for February x the yearly insurance rate.

OFFICE OF ECONOMIC DEVELOPMENT

Timothy J. McGourthy

Director

44 Front Street - Suite 530
Worcester, Massachusetts 01608
(508) 799-1400

Divisional Mission Statement:

The mission of the City of Worcester Economic Development Division is to:

- a. Coordinate with and facilitate other public and private entities to envision and build a city that attracts new businesses and residents
- b. Encourage the creation of retail, entertainment, and cultural opportunities for residents, workers, and visitors
- c. Generate land value that draws private investment to vacant and underutilized properties

Divisional Overview:

The Economic Development Division consists of nine staff positions within the areas of economic development, business development, cultural development, brownfield revitalization, and administration. In this way, inquiries regarding business opportunities, business recruitment, business financing, and public and private land development are centralized within this streamlined office. Its budget also includes three positions within the Office of the Assistant City Manager for Economic and Neighborhood Development.

The Economic Development Division's goal is to create an environment within Worcester conducive to both business and residential activity, in turn attracting and leveraging additional private investment. The Division works to highlight and build on the City's many strengths as a means of promoting its future.

The priorities of the Economic Development Division include:

- building the vitality of the downtown core through the creation of new residential, business, retail, cultural and entertainment opportunities
- strengthening neighborhood centers with new residential and retail alternatives
- improving connections between and among the city's many economic generators
- marketing Worcester's assets to the region and beyond.

Office activities to support these priorities include: the promotion of enterprises through financial and site search assistance; outreach to key property owners to encourage and support revitalizing opportunities for land redevelopment; the identification and recruitment of new businesses to complement Worcester's diverse economy; the attraction of new residents and visitors through the promotion of cultural offerings and activities; and, engagement in planning initiatives to create new places for Worcester's growth and expansion.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
SALARIES	\$ 518,821.12	\$ 579,826.92	91000	\$ 393,946.53
ORDINARY MAINTENANCE	59,800.19	38,000.00	92000	38,000.00
TOTAL	\$ 578,621.31	\$ 617,826.92		\$ 431,946.53
TOTAL POSITIONS				
	12	13		11

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The Economic Development tax levy budget for Fiscal 2010 is recommended to be \$431,946.53, which is a decrease of \$185,880.39 from the Fiscal 2009 amount of \$617,826.92.

The recommended Fiscal 2010 tax levy personal services budget is \$393,946.53, a decrease of \$185,880.39. This decrease is due to a variety of factors that include the elimination of the Administrative Assistant 8 position as well as the Principal Staff Assistant position. Increased funding from Cable Revenue and the Division of Employment & Training also contribute to this tax levy decrease. The remainder of this decrease is offset by step increases and the full year impact of the mid-year 2% from fiscal year 2009.

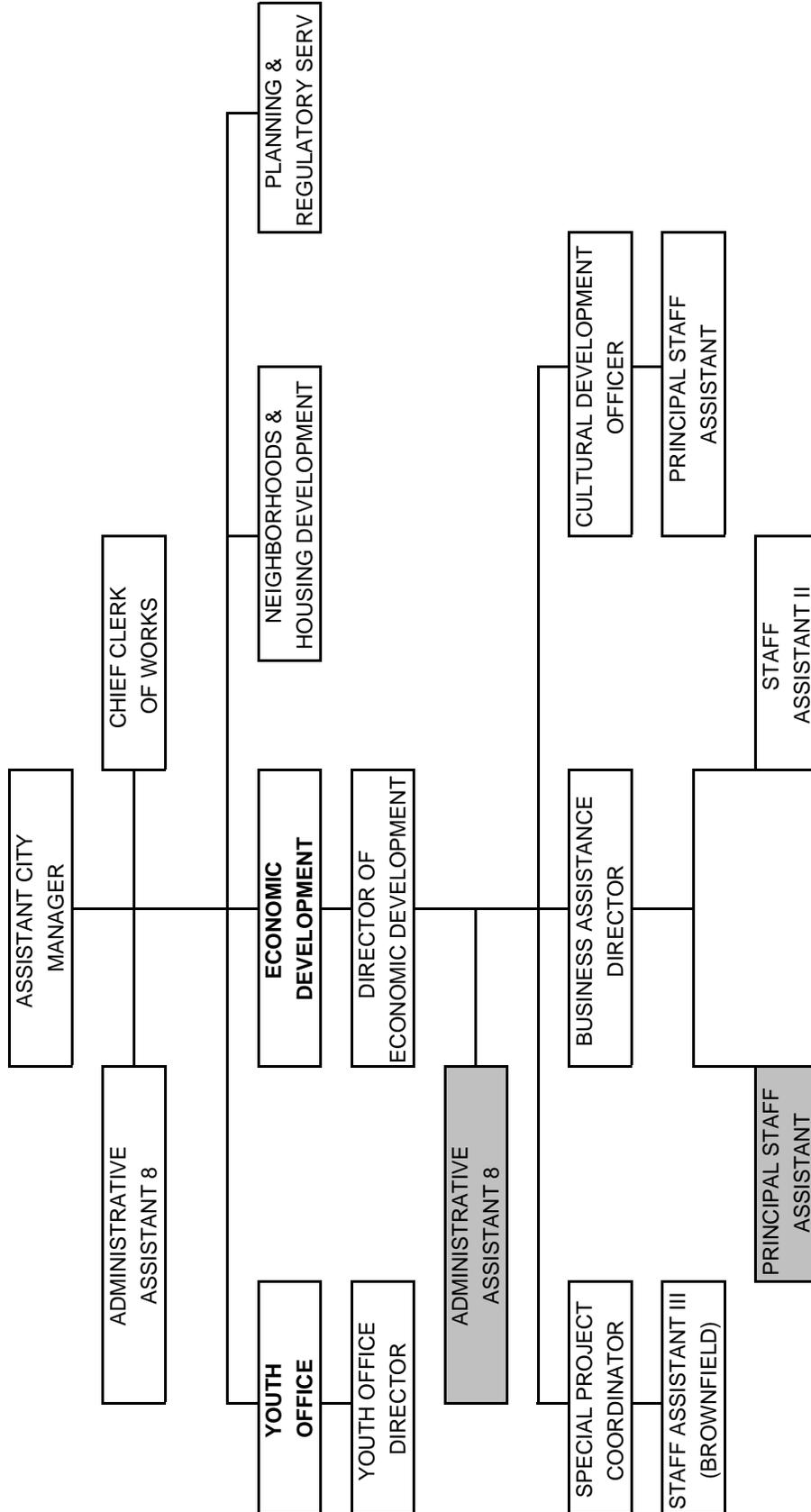
The Chief Clerk of Works position is included in this division's Fiscal 2010 Budget and is 100% funded through District Improvement Financing and the Worcester Redevelopment Authority. This position was budgeted in the City Manager's Office in Fiscal 2009.

The tax levy Ordinary Maintenance account for Fiscal 2010 is recommended to be level funded at the Fiscal 2009 amount of \$38,000.00.

CITY OF WORCESTER

EXECUTIVE OFFICE OF CITY MANAGER

ECONOMIC DEVELOPMENT DIVISION



11 POSITIONS



TIMOTHY J. MCGOURTHY, DIRECTOR OF ECONOMIC DEVELOPMENT
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF ECONOMIC DEVELOPMENT- DIVISION #043

FY09						FY10	
TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT		
OFFICE OF ECONOMIC & NEIGHBORHOOD DEVELOPMENT ADMINISTRATION:							
1	\$ 108,755.02	58CM	ASST. CITY MANAGER ECONOMIC & NEIGHBORHOOD DEVELOPMENT	1	\$ 109,828.80		
1	102,892.26	51EM	CHIEF CLERK OF WORKS	1	103,919.76		
1	64,995.68	40M	YOUTH OFFICE DIRECTOR	1	65,646.72		
1	60,503.77	38M	ADMINISTRATIVE ASSISTANT, GRADE 8	1	61,094.88		
4	\$ 337,146.72		TOTAL REGULAR SALARIES	4	\$ 340,490.16		
	3,713.00		EM INCENTIVE PAY		3,713.00		
4	\$ 340,859.72		TOTAL RECOMMENDED SALARIES	4	\$ 344,203.16		
			FUNDING SOURCES:				
	\$ (21,368.46)		FEDERAL GRANTS		\$ (36,673.71)		
	(102,892.26)		DISTRICT IMPROVEMENT FINANCING		(54,889.24)		
	-		CABLE REVENUES		(40,309.07)		
	-		WORKFORCE DEVELOPMENT FUNDS		(40,508.91)		
	-		WORCESTER REDEVELOPMENT AUTHORITY		(49,030.52)		
	(64,995.68)		ST. VINCENT DONATION		(65,646.72)		
	(189,256.40)		TOTAL FUNDING SOURCES		(287,058.17)		
4	\$ 151,603.33		TOTAL RECOMMENDED TAX LEVY PERSONAL SERVICES	4	\$ 57,144.99		
OFFICE OF ECONOMIC DEVELOPMENT:							
1	\$ 93,824.07	48EM	DIRECTOR OF ECONOMIC DEVELOPMENT	1	\$ 94,753.02		
1	76,877.89	45M	SPECIAL PROJECT COORDINATOR	1	78,842.88		
1	70,754.62	45M	CULTURAL DEVELOPMENT OFFICER	1	73,184.40		
1	67,484.16	45M	BUSINESS ASSISTANCE DIRECTOR	1	70,449.12		
2	91,267.05	40M	PRINCIPAL STAFF ASSISTANT	1	48,240.48		
1	60,503.77	38M	ADMINISTRATIVE ASSISTANT, GRADE 8	0	-		
1	55,294.83	37	STAFF ASSISTANT 3	1	55,833.12		
1	48,035.20	35	STAFF ASSISTANT 2	1	50,213.52		
9	\$ 564,041.59		TOTAL REGULAR SALARIES	7	\$ 471,516.54		
	(5,378.00)		VACANCY FACTOR		(5,378.00)		
	3,737.00		EM INCENTIVE PAY		3,737.00		
9	\$ 562,400.59		TOTAL RECOMMENDED SALARIES	7	\$ 469,875.54		
			FUNDING SOURCES:				
	(134,177.00)		FEDERAL GRANTS		(133,074.00)		
	(134,177.00)		TOTAL FUNDING SOURCES		(133,074.00)		
9	\$ 428,223.59		TOTAL RECOMMENDED TAX LEVY PERSONAL SERVICES	7	\$ 336,801.54		
13	\$ 579,826.92	043-91000	TOTAL RECOMMENDED TAX LEVY PERSONAL SERVICES	11	\$ 393,946.53		



TIMOTHY J. MCGOURTHY, DIRECTOR OF ECONOMIC DEVELOPMENT
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF ECONOMIC DEVELOPMENT- DIVISION #043

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
	20,000.00		ORDINARY MAINTENANCE		20,000.00
	38,826.00		LEASES & RENTALS		38,826.00
	<u>\$ 58,826.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 58,826.00</u>
			FUNDING SOURCES:		
	(20,826.00)		FEDERAL GRANTS		(20,826.00)
	<u>(20,826.00)</u>		TOTAL FUNDING SOURCES		<u>(20,826.00)</u>
	<u>\$ 38,000.00</u>	043-92000	TOTAL RECOMMENDED TAX LEVY ORDINARY MAINTENANCE		<u>\$ 38,000.00</u>
			FRINGE BENEFITS:		
	\$ 12,698.00		HEALTH INSURANCE		\$ 15,445.00
	23,450.00		RETIREMENT		30,210.00
	<u>36,148.00</u>		TOTAL FRINGE BENEFITS		<u>45,655.00</u>
			FUNDING SOURCES:		
	(29,290.00)		FEDERAL GRANTS		(38,729.00)
	(6,858.00)		ST. VINCENT DONATION		(6,926.00)
	<u>(36,148.00)</u>		TOTAL FUNDING SOURCES		<u>(45,655.00)</u>
	<u>\$ -</u>	043-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ -</u>
	<u>\$ 617,826.92</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 431,946.53</u>

NEIGHBORHOODS & HOUSING DEVELOPMENT

Dennis E. Hennessy
Director of Neighborhoods & Housing Development
44 Front Street - Suite 520
Worcester, Massachusetts 01608
(508) 799-1400

Divisional Mission Statement:

The mission of the Division of Neighborhoods and Housing Development is to:

- a. Procure funds for, administer, and otherwise facilitate the provision of effective programs and efficient delivery of services to Worcester's diverse neighborhood areas, thereby enhancing an improved quality of life for all city residents and promoting individual and family economic stability and advancement.

Divisional Overview:

The Division of Neighborhoods & Housing Development provides neighborhood-based **Public Services and Housing Development** that focuses exclusively on the provision of enhanced physical and human infrastructure systems in Worcester's most diverse and needy neighborhood areas. In addition to coordinating intergovernmental programs and projects in these areas, the Division facilitates neighborhood redevelopment in collaboration with the Neighborhood-based non profit organizations, numerous neighborhood institutions and stakeholders, regulatory authorities, and other City Departments to address neighborhood needs and concerns. The Division of Neighborhoods and Housing Development secures, manages, and monitors over \$12 million annually in intergovernmental grant programs which provides for family and individual safety-net services, workforce readiness, skills and employment training programs, affordable quality housing production, youth programming, and the implementation of comprehensive Neighborhood Stabilization and Revitalization initiatives.

NEIGHBORHOOD & HOUSING DEVELOPMENT

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved		Recommended
	Budget for	Budget for	Account	Appropriation
	Fiscal 2008	Fiscal 2009	Number	Fiscal 2010
EXPENDITURES				
SALARIES	\$ 34,514.32	\$ 24,203.93	91000	\$ -
ORDINARY MAINTENANCE	500.00	500.00	92000	500.00
TOTAL	\$ 35,014.32	\$ 24,703.93		\$ 500.00
TOTAL POSITIONS	10	13		11

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The recommended Fiscal 2010 budget for the Office of Neighborhood & Housing Development is \$500.00, which is a decrease of \$24,203.93 from the Fiscal 2009 budget amount of \$24,703.93.

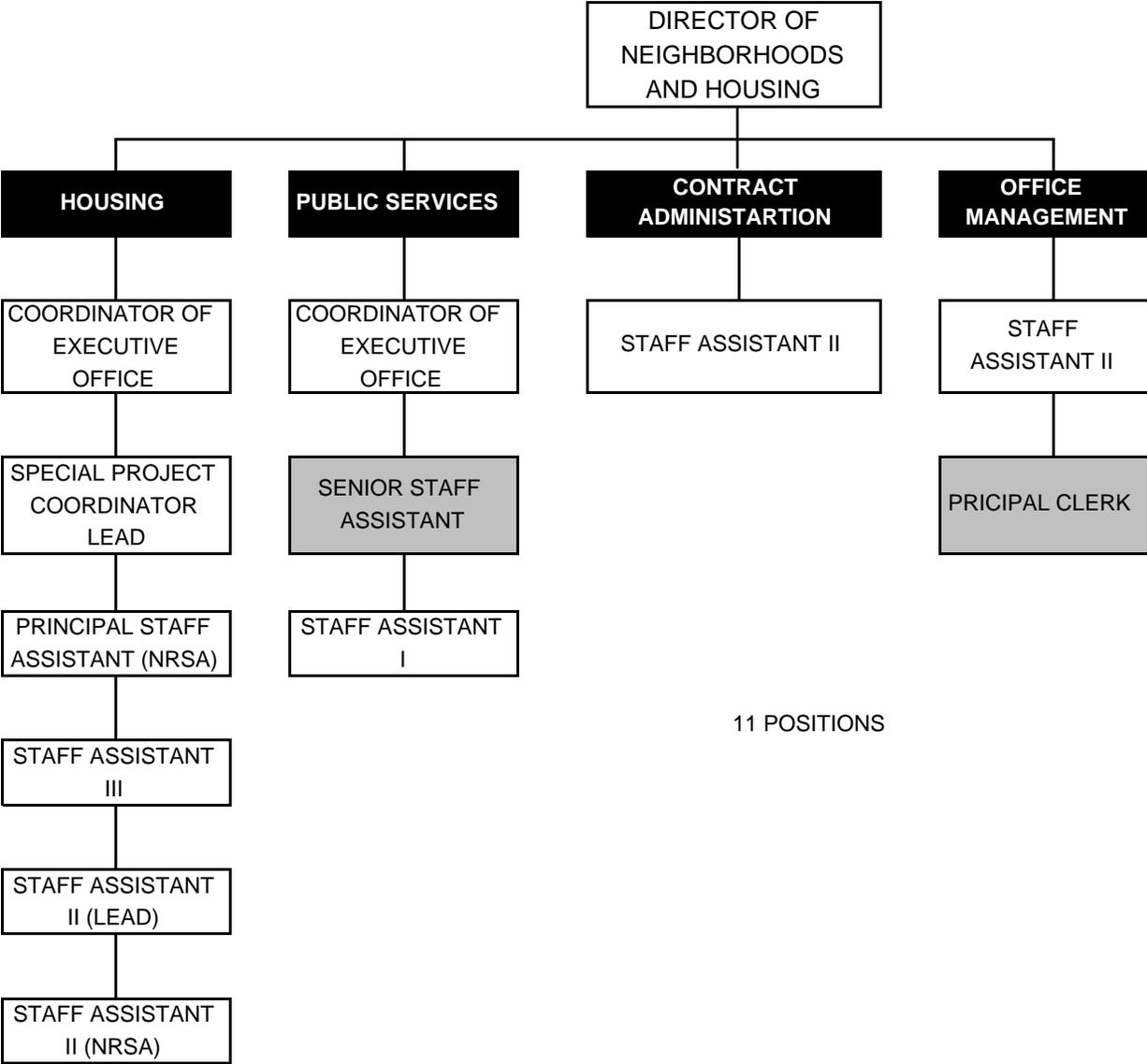
The personnel services tax levy budget for Fiscal 2010 is recommended to be \$0.00 which is a decrease of \$24,203.93 from the Fiscal 2009 amount of \$24,203.93. This is the result of the elimination of the Senior Staff Assistant, which was the only position in this division with tax levy funding. The 100% grant funded position of Principal Clerk was also eliminated in Fiscal 2010. Through the Neighborhood Stabilization Program, two new positions, Principal Staff Assistant and Staff Assistant 2, were added to this division in October 2009. The salary and benefits of these two positions are 100% funded through this Federal grant for eighteen months. This decrease is also offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

Federal funding decreased from \$990,590.14 in Fiscal 2009 to \$915,890.24 in Fiscal 2010, a decrease of \$74,699.90 for the Neighborhood Stabilization Program.

The ordinary maintenance tax levy budget for Fiscal 2010 is recommended to be \$500.00, which is level funded from Fiscal 2009.

CITY OF WORCESTER

EXECUTIVE OFFICE OF CITY MANAGER NEIGHBORHOODS & HOUSING DIVISION



11 POSITIONS



DENNIS E. HENNESSY, DIRECTOR OF NEIGHBORHOODS & HOUSING DEVELOPMENT
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF NEIGHBORHOODS & HOUSING DEVELOPMENT- DIVISION #044

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 94,941.78	48EM	DIRECTOR- NEIGHBORHOODS & HOUSING DEVELOPMENT	1	\$ 95,881.80
2	155,677.52	42EM	COORDINATOR, EXECUTIVE OFFICE	2	157,218.88
1	60,503.77	45M	SPECIAL PROJECT COORDINATOR	1	76,231.68
1	50,007.60	40M	PRINCIPAL STAFF ASSISTANT	1	51,009.84
1	62,697.00	39M	SENIOR STAFF ASSISTANT	0	-
1	55,294.83	37	STAFF ASSISTANT 3	1	55,833.12
4	181,007.96	35	STAFF ASSISTANT 2	4	185,667.12
1	46,205.56	32	STAFF ASSISTANT 1	1	46,666.80
1	38,993.19	27	PRINCIPAL CLERK	0	-
<u>13</u>	<u>\$ 745,329.21</u>		REGULAR SALARIES	<u>11</u>	<u>\$ 668,509.24</u>
	(875.00)		VACANCY FACTOR		-
	7,671.00		EM INCENTIVE PAY		7,671.00
<u>13</u>	<u>\$ 752,125.21</u>		TOTAL RECOMMENDED SALARIES	<u>11</u>	<u>\$ 676,180.24</u>
	(776,329.14)		FUNDING SOURCES: FEDERAL GRANTS		(676,180.24)
	<u>(776,329.14)</u>		TOTAL FUNDING SOURCES		<u>(676,180.24)</u>
<u>13</u>	<u>\$ 24,203.93</u>	044-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>11</u>	<u>\$ -</u>
	23,653.00		ORDINARY MAINTENANCE		23,653.00
	45,039.00		LEASES & RENTALS		45,039.00
	<u>68,692.00</u>		TOTAL ORDINARY MAINTENANCE		<u>68,692.00</u>
	(68,192.00)		FUNDING SOURCES: FEDERAL GRANTS		(68,192.00)
	<u>(68,192.00)</u>		TOTAL FUNDING SOURCES		<u>(68,192.00)</u>
	<u>\$ 500.00</u>	044-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 500.00</u>
	82,040.00		FRINGE BENEFITS: HEALTH INSURANCE		102,294.00
	64,029.00		RETIREMENT		69,224.00
	<u>146,069.00</u>		TOTAL FRINGE BENEFITS		<u>171,518.00</u>
	(146,069.00)		FUNDING SOURCES: FEDERAL GRANTS		(171,518.00)
	<u>\$ (146,069.00)</u>		TOTAL FUNDING SOURCES		<u>\$ (171,518.00)</u>
	<u>\$ -</u>	044-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ -</u>
	<u>\$ 24,703.93</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 500.00</u>

Michael V. O'Brien
City Manager
City Hall Room 309
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1175

Departmental Overview:

Plans for the Union Station area are proceeding to make it a centerpiece of downtown development. Union Station, the symbol of Worcester's impressive economic resurgence, requires operational and management expenses to be budgeted by the City.

In Fiscal Year 2010, continued emphasis will focus on attracting new tenants to the Station. In Fiscal 2007 the Worcester Redevelopment Authority selected an outside brokerage firm to market this glorious building to a complementary mixed use tenant base. As a result, Union Station is now the home to Central Massachusetts Regional Planning Commission (CMRPC), Vanasse Hagen Brustlin (VHB) and Maxwell Silverman's Banquet & Conference Center, while the Bus Terminal houses Greyhound and Peter Pan Bus Lines. Further, the brokerage firm continues to actively seek tenants for the remaining available areas in Union Station.

Development initiatives in the area surrounding Union Station continue to move forward. The construction of the new 500 space Union Station parking garage was completed July 2008 and the MA Highway Washington Square roundabout project was substantially completed last fall with final work to wrap up this spring. The roundabout has enhanced access to Union Station along with access to and egress from the downtown, creating a link to Shrewsbury Street and the Canal District. It has also created the opportunity to assemble additional development parcels in Washington Square. Implementation of the redevelopment strategy for potential reuse of those parcels is underway in conjunction with the tenant initiatives for Union Station and the surrounding area. This work includes parcel assembly and preliminary site work on one of the new development parcels.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved		Recommended
	Fiscal 2008	Budget for	Account	Appropriation
		Fiscal 2009	Number	Fiscal 2010
EXPENDITURES				
ORDINARY MAINTENANCE	\$ 880,460.00	\$ 577,007.00	92000	\$ 457,355.00
TOTAL	\$ 880,460.00	\$ 577,007.00		\$ 457,355.00

FISCAL 2010 BUDGET OVERVIEW

The total Fiscal 2010 tax levy appropriation is \$457,355 which is a decrease of \$119,652 from the Fiscal 2009 City Council approved tax levy budget of \$577,007 and a decrease of \$423,105 from the Fiscal 2008 City Council approved tax levy budget of \$880,460.

Ordinary Maintenance: Union Station

The recommended Fiscal 2010 Ordinary Maintenance Budget for Union Station totals \$872,355, which is an \$85,962 decrease from the Fiscal 2009 City Council approved budget of \$958,317.00. The majority of this decrease is due to the operations of Union Station being transferred from the Management Company to the City of Worcester.

There is a slight increase in revenue anticipated for Fiscal Year 2010 which is attributable to the revenue derived from the temporary parking lot adjacent to Union Station Garage and the expectation of an addition tenant occupying the space opposite Maxwell Silverman’s Banquet and Conference Center later in Fiscal 2010 following the completion of the tenant fit-out.

Revenues: Union Station

The projected operating revenue to fund Union Station operations during Fiscal 2010 is \$415,000. This amount is derived from the following existing retail leases, kiosk licenses and special event revenues:

Tenant Leases:	<u>Annual Revenue</u>
CMRPC	\$127,755
VHB	\$109,795
Maxwell Silverman's Banquet Center	\$ 82,000
Fusion	\$ 20,000
Amtrak	\$ 12,360
Healthy Foods	\$ 3,000
Greyhound	\$ 39,999
Misc.	<u>\$ 2,091</u>
Total Tenant Revenue	\$ 397,000
Temporary Parking Lot	<u>\$ 18,000</u>
Total Tenant Lease and Special Event Revenue:	\$ 415,000



MICHAEL V. O'BRIEN, CITY MANAGER

**CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF THE EXECUTIVE OFFICE OF THE CITY MANAGER
DIVISION OF UNION STATION- DIVISION #480**

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
<u>UNION STATION AND BUSPORT OPERATIONS</u>		
154,000.00	JANITORIAL SERVICES	117,000.00
55,000.00	MAINTENANCE & REPAIR	55,000.00
164,000.00	SECURITY	140,000.00
103,000.00	SNOW REMOVAL & GROUNDS	103,000.00
119,520.00	CONTRACTED PAYROLL	54,155.00
67,980.00	MANAGEMENT FEES	-
15,000.00	FINANCIAL & SPECIAL EVENT MANAGEMENT	-
-	TENANT PARKING	74,400.00
2,300.00	OTHER ORDINARY MAINTENANCE	2,300.00
21,000.00	INSURANCE	20,000.00
16,517.00	GENERAL & ADMINISTRATIVE	16,500.00
240,000.00	UTILITIES	290,000.00
958,317.00	ORDINARY MAINTENANCE UNION STATION	\$ 872,355.00
FUNDING SOURCES:		
(381,310.00)	TENANT REVENUE	(397,000.00)
-	PARKING REVENUE	(18,000.00)
(381,310.00)	TOTAL FUNDING SOURCES	(415,000.00)
TOTAL RECOMMENDED ORDINARY MAINTENANCE- UNION STATION AND BUSPORTS		
\$ 577,007.00		\$ 457,355.00
\$ 577,007.00 480-92000 TOTAL RECOMMENDED TAX LEVY		
		\$ 457,355.00

PLANNING & REGULATORY SERVICES

Joel J. Fontane, Jr., AICP
Director of Planning & Regulatory Services
44 Front Street - Suite 510
Worcester, Massachusetts 01608
(508) 799-1400

Divisional Mission Statement:

The mission of the Division of Planning & Regulatory Services is to:

- a. provide credible, timely, and accessible data and analysis for decision-making and problem solving that effectively brings the organization's interdisciplinary analytic capacity to bear on significant planning problems.

Divisional Overview:

The Division of Planning & Regulatory Services (P&RS) provides planning and policy analysis services for neighborhood-based and citywide planning initiatives relating to land use, program development and evaluation, including the City's Energy Efficiency and Conservation program.

General Approach: P&RS balances quality-of-life needs with long-term sustainability and economic competitive advantage through its short-run and long-range planning services. By using a collaborative interdisciplinary approach to problem solving and analysis, P&RS provides decision-makers with information that is¹:

Credible: P&RS is a reliable source of fact-based, balanced analyses for land use and programmatic decision-making.

Timely: P&RS conducts research and provides data to policymakers and key stakeholders when important planning issues emerge and public policy debates take place to inform decision-making.

Accessible: P&RS provides clear analyses of complex issues to enable the public to participate in policy-making decisions.

Through this approach, P&RS strives to demonstrate the value of good planning and its impact on the long-term vitality of the City of Worcester by: building the capacity to answer important tradeoff and impact questions; coordinating interdepartmental analytical efforts; evaluating the potential effects of land use choices; and monitoring and evaluating program performance.

¹ The tenets (credible, timely, accessible) are adapted from the Center for Budget Policy Priorities' State Fiscal Analysis Initiative.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
SALARIES	\$ 357,064.73	\$ 300,258.18	91000	\$ 252,535.04
ORDINARY MAINTENANCE	44,312.12	50,478.00	92000	50,478.00
TOTAL	\$ 401,376.85	\$ 350,736.18		\$ 303,013.04
TOTAL POSITIONS	6	7		6

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The recommended Fiscal 2010 budget for the Planning & Regulatory Services is \$303,013.04, which is a decrease of \$47,723.14 from the Fiscal 2009 budget of \$350,736.18.

The recommended tax levy personal services budget for Fiscal 2010 is \$252,535.04, which is a decrease of \$47,723.14 from the Fiscal 2009 budget of \$300,258.18. This decrease is the result of the elimination of the Staff Assistant III position. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

Included in this division's table of organization for Fiscal 2010 is the Energy Manager position, which was transferred from the Budget Office in Fiscal 2009. This position is 100% funded through capital projects.

The recommended tax levy Ordinary Maintenance budget for Fiscal 2010 is recommended to be \$50,478.00, which is level funded with the Fiscal 2009 Ordinary Maintenance amount.

WORKPLAN SUMMARY

The Division of Planning and Regulatory Services (P&RS) has two responsibilities: 1) short-term planning and program analysis, and 2) comprehensive, long-term planning. The Division's efforts in these areas play an important role in the City's future development by balancing quality-of-life, long-term sustainability and economic competitive advantage. Given current staff resource constraints, the work of the Division is dominated by short-term planning projects. The following provides an overview of the Division's services:

Board Support: The Division of P&RS, in collaboration with other City departments, provides administrative, analytic and clerical support to the Planning Board, Zoning Board of Appeals and Historical Commission. In this capacity, the Division processes, reviews and makes recommendations regarding subdivisions, site plans, zone changes, special permits, variances, demolition delay waivers, certificates of appropriateness and other significant land use issues before these Boards.

Development Assistance: The Division of P&RS provides direct customer service to developers, real estate attorneys and residents regarding land use. The Division advises the Assistant City Manager, and facilitates negotiations with developers and others to achieve consensus-based solutions. As coordinator of the City's Interdepartmental Review Team and the Application Review Team, the Division provides ongoing assistance and guidance to the development community.

Data Management & Analysis Services: The Division of P&RS serves as a key contributor to the City's GIS network through its management and maintenance of the City's Zoning Map and Official Map. P&RS provides geographic analysis and mapping services to the Division of Economic Development and the Division of Neighborhoods and Housing Development. In addition, the Division conducts programmatic analysis for public policy development and land use decision-making.

Program Management & Policy Analysis: The Division of P&RS conducts research and provides data analysis to develop programmatic and policy recommendations for the Assistant City Manager and land use boards. These efforts include recommendations for zoning ordinances and land use regulations, as well as capital improvements, community development, housing, and economic development programs.

Energy Efficiency and Conservation Program: The Division of P&RS serves as manager of the City's interdepartmental Energy Efficiency and Conservation Program, which includes efforts related to the implementation of the City's Climate Action Plan and related efficiency and conservation measures. The Division's Director serves as the Chairman of the City Manager's Energy Task Force.

Neighborhood Planning: The Division of P&RS also provides short-term, small area planning and plan monitoring consistent with the City's long-term plans. Although it is desirable to prepare neighborhood plans for all areas of the City, neighborhoods where significant changes are occurring or are anticipated take priority.

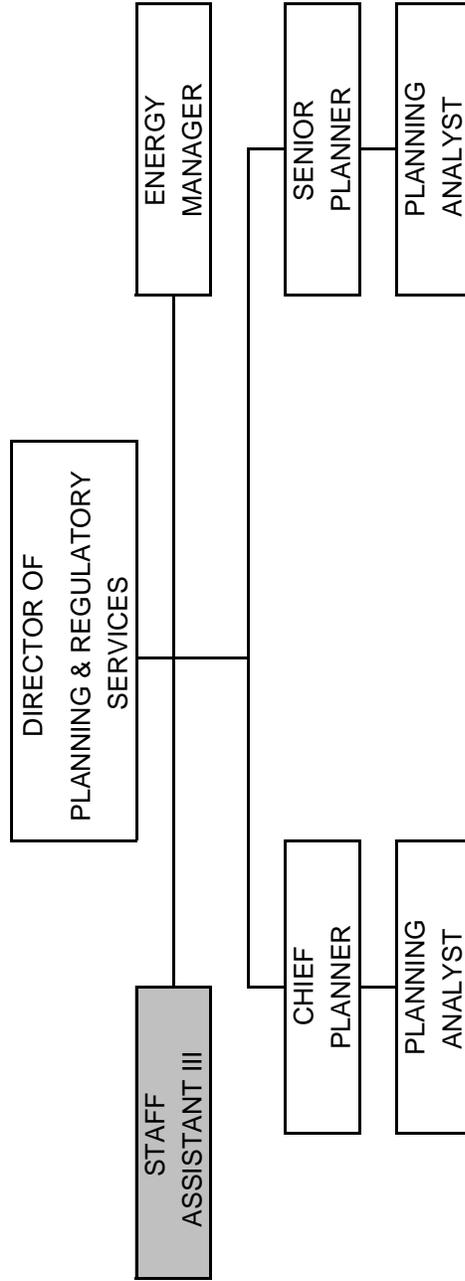
Comprehensive Long-Range Planning: The Division participates in the development of specific functional plans related to transportation, infrastructure and community and economic development. These efforts provide information for strategic land use and policy decisions.

Other Community Involvement: It is important that the Division of P&RS stays connected to the neighborhoods it serves. To do so, staff members attend community meetings, participate on task forces, and meet with key stakeholders as appropriate.

CITY OF WORCESTER

EXECUTIVE OFFICE OF CITY MANAGER

PLANNING & REGULATORY SERVICES DIVISION



6 POSITIONS



JOEL J. FONTANE, JR., DIRECTOR OF PLANNING & REGULATORY SERVICES
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF PLANNING & REGULATORY SERVICES- DIVISION #045

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 86,881.06	48EM	DIRECTOR OF PLANNING & REGULATORY SERVICES	1	\$ 87,758.64
1	72,461.12	45M	ENERGY MANAGER (ESCOS)	1	74,167.20
1	66,330.50	45M	CHIEF PLANNER	1	63,308.16
1	69,761.75	42M	SENIOR PLANNER	1	70,449.12
2	102,006.04	37	PLANNING ANALYST	2	102,003.12
1	55,294.83	37	STAFF ASSISTANT 3	0	-
<u>7</u>	<u>452,735.30</u>		TOTAL REGULAR SALARIES	<u>6</u>	<u>397,686.24</u>
	(5,684.00)		VACANCY FACTOR		(2,050.00)
	3,462.00		EM INCENTIVE PAY		3,462.00
<u>7</u>	<u>\$ 450,513.30</u>		TOTAL RECOMMENDED SALARIES	<u>6</u>	<u>\$ 399,098.24</u>
			FUNDING SOURCES:		
	-		MTC FUNDS		(7,000.00)
	(72,461.12)		ENERGY PROJECTS (CAP/ESCOS)		(74,167.20)
	(77,794.00)		FEDERAL GRANTS		(65,396.00)
	<u>(150,255.12)</u>		TOTAL FUNDING SOURCES		<u>(146,563.20)</u>
<u>7</u>	<u>\$ 300,258.18</u>	045-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>6</u>	<u>\$ 252,535.04</u>
	\$ 16,563.00		ORDINARY MAINTENANCE		\$ 16,563.00
	32,135.00		LEASES & RENTALS		32,135.00
	1,400.00		HISTORICAL COMMISSION ORDINARY MAINTENANCE		1,400.00
	4,000.00		PLANNING BOARD ORDINARY MAINTENANCE		4,000.00
	9,000.00		ZONING BOARD ORDINARY MAINTENANCE		9,000.00
	<u>\$ 63,098.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 63,098.00</u>
			FUNDING SOURCES:		
	(12,620.00)		FEDERAL GRANTS		(12,620.00)
	<u>(12,620.00)</u>		TOTAL FUNDING SOURCES		<u>(12,620.00)</u>
	<u>\$ 50,478.00</u>	045-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 50,478.00</u>
			FRINGE BENEFITS:		
	12,357.00		HEALTH INSURANCE		27,973.00
	6,772.00		RETIREMENT		14,380.00
	<u>19,129.00</u>		TOTAL FRINGE BENEFITS		<u>42,353.00</u>
			FUNDING SOURCES:		
	(19,129.00)		FEDERAL GRANTS		(42,353.00)
	<u>(19,129.00)</u>		TOTAL FUNDING SOURCES		<u>(42,353.00)</u>
	<u>\$ -</u>	045-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ -</u>
	<u>\$ 350,736.18</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 303,013.04</u>

WORKFORCE DEVELOPMENT

Donald H. Anderson

44 Front Street

Worcester, Massachusetts 01608

(508)799-1590

Divisional Mission Statement:

The mission of the Workforce Central Career Centers in Worcester, Southbridge and Milford, is:

- a. To be the leading resource in Southern Worcester County for easily accessible, high quality workforce development services and information for all job, training and education seekers, employers and community partners
- b. To provide planning, grant and contract management in support of the Division's activities
- c. Provide oversight and coordination of the region's workforce development resources
- d. Support state and federal workforce development policies advantageous to the region
- e. Coordinate workforce development with regional economic development initiatives

Divisional Overview:

Workforce Central Career Center assists the City Manager to:

- Provide access to training, education and related workforce development services to job and training seekers through the Workforce Central One Stop Career Center.
- Serve as the administrative entity for the federal Workforce Investment Act and other federal and state workforce development initiatives. This includes planning, procuring and monitoring federally funded programs as well as submitting proposals for new funding.
- Provide employer services including listing job openings, referring qualified applicants, assisting with recruitment, as well as providing information on workforce development grants, credits and programs.
- Provide assistance to laid-off workers and employers implementing layoffs or closings.

Central Massachusetts Regional Employment Board assists the City Manager to:

- Create a coherent and integrated workforce development system to effectively serve the employment,
- education and training needs of employers and the labor force within the thirty eight communities in its workforce development area. In order to accomplish its mission, the

WORKFORCE DEVELOPMENT

Regional Employment Board will establish policy and oversee the operations of the workforce development system. The Board will strive to:

- Provide an employment, education and training system which is efficient, effective, and adaptable to the needs of the changing environment.
- Service the employment needs of private industry and the economically disadvantaged by providing the private sector with pertinent information and qualified personnel to meet global competition, and individual customers with increased access to useful training leading to self-sufficiency and meaningful jobs.
- Develop a genuine partnership between public and private sectors based upon common goals, trust and determination to succeed.

The Regional Employment Board shall further exercise leadership throughout the region by developing appropriate policies and responsive programs. Specifically, the will function as:

- An active partner in the economic development of the region.
- An information clearinghouse for the entire range of employment, education and training programs in the region.
- A policy advocacy group for the development of more effective local, state and federal policy on employment, education and training.

BUDGET SUMMARY INFORMATION

	Actuals	Approved		Recommended
	Fiscal 2008	Budget for	Account	Appropriation
		Fiscal 2009	Number	Fiscal 2010
EXPENDITURES				
SALARIES	\$ 1,845,518.58	\$ 2,447,351.18	91000	\$ 2,585,263.62
ORDINARY MAINTENANCE	5,142,657.63	356,600.00	92000	476,500.00
CAPITAL OUTLAY	31,493.55	15,000.00	93000	36,600.00
RECEIPTS	79,368.51	-	95000	-
FRINGE BENEFITS	434,087.02	582,368.00	96000	689,787.00
TOTAL	\$ 7,533,125.29	\$ 3,401,319.18		\$ 3,788,150.62
TOTAL POSITIONS	40	42		44

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The departmental budget for Fiscal 2010 is \$3,788,150.62, which is an increase of \$386,831.44 from the Fiscal 2009 amount of \$3,401,319.18.

The recommended personal services budget for Fiscal 2010 is \$2,585,263.62, which is an increase of \$137,912.44 from the Fiscal 2009 amount of \$2,447,351.18. Personal services increases are reflective of step increases and the full year impact of the mid-year 2% from Fiscal 2009. This increase is also reflective of the addition of two Staff Assistant II positions which are necessary to accommodate the anticipated increase in the number of clients served at the Career Center, and which are fully funded by the Commonwealth of Massachusetts.

The total ordinary maintenance budget for Fiscal 2010 is recommended to be \$476,500.00 which is an increase of \$119,900.00 from the Fiscal 2009 amount of \$356,600.00.

The recommended fringe benefits budget for Fiscal 2010 is \$689,787.00 which is an increase of \$107,419.00 over the Fiscal 2009 amount of \$582,368.00.

The recommended capital outlay budget for Fiscal 2010 is \$36,600.00, an increase of \$21,600.00 over the Fiscal 2009 budget of \$15,000.00.



DONALD H. ANDERSON, DIRECTOR

CITY OF WORCESTER - NET COST FISCAL 2010

DEPARTMENT OF ECONOMIC DEVELOPMENT

DIVISION OF CENTRAL MASS. REGIONAL EMPLOYMENT BOARD- DIVISION #31S

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
CENTRAL MASSACHUSETTS REGIONAL EMPLOYMENT BOARD (CMREB):					
1	85,894.68	48EM	DIRECTOR CENTRAL MASS REGIONAL EMPLOY. BOARD	1	86,735.52
1	44,181.04	46EM	COORDINATOR OF REGIONAL EMPLOYMENT BOARD PROJECTS	1	44,620.56
1	79,715.66	43EM	COORDINATOR OF BUSINESS SERVICES	1	80,513.28
3	209,791.38		REGULAR SALARIES	3	211,869.36
VACANT POSITIONS AUTHORIZED/ FUNDED:					
1	77,846.77	42EM	COORDINATOR, EXECUTIVE OFFICE	1	62,222.40
1	50,507.68	40M	PRINCIPAL STAFF ASSISTANT	1	51,009.84
1	48,820.57	39M	SENIOR STAFF ASSISTANT	1	49,297.68
1	44,244.30	37	STAFF ASSISTANT 3	1	51,793.84
1	37,348.26	32	STAFF ASSISTANT 1	1	37,709.28
5	258,767.59		REGULAR SALARIES	5	252,033.04
8	468,558.97		TOTAL REGULAR SALARIES	8	463,902.40
	496.00		EM INCENTIVE PAY		-
	-		INTERDEPARTMENTAL CHARGE		22,508.43
	(8,000.00)		VACANCY FACTOR		(8,000.00)
8	\$ 461,054.97	31S-91000	TOTAL RECOMMENDED PERSONAL SERVICES	8	\$ 478,410.83
	\$ 110,800.00		ORDINARY MAINTENANCE		\$ 134,700.00
	\$ 110,800.00	31S-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 134,700.00
	\$ -		CAPITAL PURCHASE		\$ 3,600.00
	\$ -	31S-93000	TOTAL RECOMMENDED CAPITAL		\$ 3,600.00
	\$ 33,144.00		HEALTH INSURANCE		\$ 76,081.00
	43,192.00		RETIREMENT		42,648.00
	\$ 76,336.00	31S-96000	TOTAL RECOMMENDED FRINGE BENEFITS		\$ 118,729.00
	\$ 648,190.97		TOTAL CENTRAL MASS. REGIONAL EMPLOYMENT BOARD BUDGET		\$ 735,439.83
	\$ (648,190.97)		FUNDING SOURCES:		
	\$ (648,190.97)		FEDERAL GRANTS		\$ (735,439.83)
	\$ (648,190.97)		TOTAL FUNDING SOURCES		\$ (735,439.83)
	\$ -		TOTAL RECOMMENDED TAX LEVY		\$ -

DONALD H. ANDERSON, DIRECTOR**CITY OF WORCESTER - NET COST FISCAL 2010****DEPARTMENT OF ECONOMIC DEVELOPMENT****DIVISION OF WORKFORCE CENTRAL CAREER CENTER- DIVISION #31S**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
WORKFORCE CENTRAL CAREER CENTER (WFCCC):					
1	90,576.40	48EM	DIRECTOR WORKFORCE CENTRAL CAREER CENTER	1	91,475.28
1	83,385.12	45EM	COORDINATOR CAREER SERVICE	1	84,209.04
1	79,715.66	43EM	FINANCIAL COORDINATOR	1	80,513.28
4	315,931.31	42EM	COORDINATOR, EXECUTIVE OFFICE	4	319,067.28
7	451,208.94	40M	PRINCIPAL STAFF ASSISTANT	7	449,771.12
2	125,394.00	39M	SENIOR STAFF ASSISTANT	2	126,616.32
1	60,503.77	38M	ADMINISTRATIVE ASSISTANT, GRADE 8	1	61,094.88
1	55,294.83	37	ASSESSMENT SUPERVISOR	1	55,833.12
5	264,785.88	37	STAFF ASSISTANT 3	5	261,908.64
4	197,547.35	35	STAFF ASSISTANT 2	6	283,809.84
1	31,844.09	32	STAFF ASSISTANT 1	1	32,155.20
2	83,079.85	30	HEAD CLERK	2	85,224.48
<u>30</u>	<u>1,839,267.20</u>		REGULAR SALARIES	<u>32</u>	<u>1,931,678.48</u>
VACANT POSITIONS AUTHORIZED/ FUNDED:					
1	44,244.30	37	ASSESSMENT SUPERVISOR	1	44,683.20
1	41,355.14	35	STAFF ASSISTANT 2	1	44,629.44
1	38,782.30	33	ADMINISTRATIVE ASSISTANT, GRADE 6	1	39,170.88
1	37,348.26	32	STAFF ASSISTANT 1	1	38,883.36
<u>4</u>	<u>161,730.01</u>		REGULAR SALARIES	<u>4</u>	<u>167,366.88</u>
<u>34</u>	<u>2,000,997.21</u>		TOTAL REGULAR SALARIES	<u>36</u>	<u>2,099,045.36</u>
	17,299.00		EM INCENTIVE PAY		17,299.00
	-		INTERDEPARTMENTAL CHARGE		22,508.43
	(32,000.00)		VACANCY FACTOR		(32,000.00)
<u>34</u>	<u>\$ 1,986,296.21</u>	31S-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>36</u>	<u>\$ 2,106,852.79</u>
	\$ 245,800.00		ORDINARY MAINTENANCE		\$ 341,800.00
	<u>\$ 245,800.00</u>	31S-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 341,800.00</u>
	\$ 15,000.00		CAPITAL PURCHASE		\$ 33,000.00
	<u>\$ 15,000.00</u>	31S-93000	TOTAL RECOMMENDED CAPITAL		<u>\$ 33,000.00</u>
	\$ 307,057.00		HEALTH INSURANCE		\$ 362,019.00
	198,975.00		RETIREMENT		209,039.00
	<u>\$ 506,032.00</u>	31S-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ 571,058.00</u>
	<u>\$ 2,753,128.21</u>		TOTAL CENTRAL CAREER CENTER BUDGET		<u>\$ 3,052,710.79</u>
			FUNDING SOURCES:		
	\$ (2,753,128.21)		FEDERAL GRANTS		\$ (3,052,710.79)
	<u>\$ (2,753,128.21)</u>		TOTAL FUNDING SOURCES		<u>\$ (3,052,710.79)</u>
	\$ -		TOTAL RECOMMENDED TAX LEVY		\$ -

WORCESTER'S MARKETING CAMPAIGN

Julie A. Jacobson

Assistant City Manager

44 Front Street – Suite 520

Worcester, Massachusetts 01608

(508) 799-1400

Divisional Overview:

Destination Worcester is a strategic and focused endeavor to showcase and sell the City of Worcester to meeting and convention planners, and event and sports organizers with the goal of securing multiple-day events that result in increased hotel occupancy rates and a measurable, positive economic impact for the City. Destination Worcester is first and foremost a sales organization. Its goal is to increase definite room nights in the City by 15,000 by executing a targeted and proactive sales strategy. These efforts include, but are not limited to, telephone solicitation, attendance at national and regional trade shows, advertisements in national and regional trade publications, site tours and interaction with industry-specific associations. The organization serves to generate leads, market the City's various event venues, serve as a single point of contact for event organizers, issue bid packages and assist in venue selection and convention services. It also seeks to enhance lines of communication between event organizers, venues, local business and cultural attractions.

These efforts are guided by a 16-member Advisory Board comprised of the City Manager (or his designee), the City's Director of Cultural Development, the President of the Worcester Regional Chamber of Commerce, a Board Member of the Central Massachusetts Convention and Visitors Bureau (CMCVB), multiple local hoteliers, restaurateurs and business leaders. The Worcester Regional Chamber of Commerce serves as the fiduciary agent through which these funds will be expended over the course of a three-year timeline. Under the direction of the Advisory Board, the Executive Director and a two-person sales staff are responsible for the day-to-day activities of the organization. The Executive Director interfaces daily with the City Administration, CMCVB, DCU Center, the Worcester Sports Council to streamline all marketing and sales efforts, maximize the return on each dollar spent to market Worcester as a destination, and increase the use of Worcester's existing offerings of meeting and event facilities.

Other responsibilities include: (1) marketing Worcester's restaurants and cultural attractions to support the hospitality industry, (2) engaging Worcester's business community, and colleges and universities to enhance meeting sales, (3) building a customer-service culture within the destination, and (4) securing additional grant funding for the sustainability of the organization.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
ORDINARY MAINTENANCE	\$ 500,000.00	\$ 500,000.00	92000	\$ 250,000.00
TOTAL EXPENDITURES	\$ 500,000.00	\$ 500,000.00		\$ 250,000.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The Fiscal 2010 budget recommends funding in the amount of \$250,000 to support Destination Worcester. The budget will be financed utilizing \$250,000.00 from the DCU Special District Financing Zone special revenue funds from Hotel/Motel taxes.



JULIE A. JACOBSON, ASSISTANT CITY MANAGER
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ECONOMIC DEVELOPMENT
WORCESTER'S MARKETING CAMPAIGN- DIVISION #041

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 500,000.00	DESTINATION WORCESTER FY10	\$ 250,000.00
<u>\$ 500,000.00</u>	TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 250,000.00</u>
FUNDING SOURCES:		
\$ (375,000.00)	DCU SPECIAL DISTRICT FINANCING ZONE	\$ (250,000.00)
(125,000.00)	DCU CENTER NAMING RIGHTS	-
<u>\$ (500,000.00)</u>	041-92000 TOTAL FUNDING SOURCES	<u>\$ (250,000.00)</u>
<hr/>		
<u>\$ -</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ -</u>

WORCESTER REGIONAL AIRPORT

Andrew Davis

Director

375 Airport Drive

Worcester, Massachusetts 01602

(508) 799-1741

Departmental Mission Statement:

The mission of the Worcester Regional Airport is to:

- a. Provide a safe, secure, and efficient airport for use by the flying public, corporate and private aircraft operators, and airline tenants
- b. Increase the number of aircraft using the airport
- c. Ensure that the Worcester Regional Airport consistently meets or exceeds all FAA and other regulatory and public safety standards for U.S. airports

Departmental Overview:

The primary elements of any Airport's mission must be to provide a safe and secure Airport, and so it remains for Worcester Regional Airport and its operator, Massport. The Airport successfully completed its Annual Federal Aviation Administration (FAA) and Massachusetts Aeronautics Commission (MAC) Certification inspections during the past year, which are comprised of extensive reviews of the entire airport operating procedures.

During the course of the summer of 2008, with the leadership from Massport and the State Administration, the city was successful in the recruitment of Direct Air, an air charter service out of Myrtle Beach, South Carolina. Direct Air initiated service on November 22, 2008 from Worcester to Punta Gorda and Sanford, Florida three times per week on new, state-of-the-art, Virgin America A-319 and A-320 Airbus aircraft. With the assistance of the Department of Transportation Small Communities Marketing Grant, the city assisted in a marketing campaign in the months leading up to the inaugural flight in late November. Following the expiration of the marketing grant contract, Massport assumed and coordinated the marketing activities and funded the marketing/advertising for the first three months of 2009. In March 2009 Direct Air began additional flights to Myrtle Beach, South Carolina twice per week.

The staffs from Massport and the City of Worcester continue to work with Direct Air regarding their successful service to Florida and Myrtle Beach and will continue to review options for possible expansion in the future.

In order to service the passengers on Direct Air, the city issued a Request For Proposals (RFP) for a food vendor. Mirage Express was the successful bidder which opened on the first day of the inaugural flight to Florida in November offering sandwiches, coffee periodicals and books as

well as assorted sundries for the travelers in two locations of the Terminal (pre- and post-security).

The city also issued an RFP for a firm to operate our parking facilities and the successful bidder, S&K Valet, began in November.

Improvements to the facility continue to be a priority. Grant applications to the FAA and MAC for mandatory and critical safety improvements to the runways and airfield were completed on 3,000 ft. of Runway 29 with the actual work commencing in the summer of 2008 and completed in early November in preparation for the Direct Air flights. The Airport also made additional security upgrades on the gates leading to the secure areas of the Airfield.

Additional FAA and MAC grants were also received to install FAA required Runway Safety Areas, or Emergency Material Arresting System (EMAS), at the end of Runway 29. This work was also completed before the Direct Air flights began in November. This material allows a plane that may have an emergency during take off or landing to be stopped by the EMAS material with limited danger to passengers, crew or the aircraft. The city has applied for and received approval for additional EMAS installation at the end of Runway 11. This work will commence in the summer of 2009.

Although Worcester experienced very difficult weather during the winter including a major ice storm which left major sections of Worcester and the Central Massachusetts region without power for many days, the airport was successful in keeping the operations going to ensure that no Direct Air flights were cancelled due to airport closings.

In January, Eric Waldron who served as the Airport Director for 10 years accepted a new position at the Massport Headquarters in Boston and Andrew B. Davis was hired by Massport to serve as Worcester's new Airport Director.

Regarding the critical need to continue to review and strengthen our security procedures, the Airport Director and Chief of the Airport ARFF/Security Force continue TSA mandated certification as Airport Security Coordinators. This involves monthly security meetings with all tenants of the airport as well as top security officials from Massport, the Massachusetts State Police, the Transportation Security Administration (TSA) and airport staff.

As outlined in the Worcester Regional Airport's Master Plan and in the IMG Report "Worcester Regional Airport: Airport Strategic Planning and Aviation Marketing", the new Airport Director is focused on the retention and expansion of General Aviation (GA) activities. General Aviation activity remains strong even in the difficult economic times, but we continue our efforts to increase opportunities in this area. Massport and airport staffs continue to determine ways to recruit charter operators in an effort to increase the number of charter flight operations at the Airport.

In addition to corporate and private aircraft activity, the Airport staff continues to work to increase both charter service and other general aviation activity. As part of that effort, the Airport successfully recruited a new flight school, Emerson Aviation, who signed a sub-lease

WORCESTER REGIONAL AIRPORT

agreement with Swissport, our fixed-base operator in the spring of 2008 and finalized their license with the airport in the late summer of 2008. Worcester also hosted the regional Porsche aircraft show in July of 2008 and exhibited 30 aircraft that were available for sale, lease or fractional ownership.

Generation of revenue from non-aeronautical sources to reduce the Airport's operating deficit continues to be a focus point for Massport and the City. The Airport is working on other general aviation initiatives to increase the use of the facilities by private and corporate owners and operators, including working with Swissport to market the facility to pilot associations and aircraft companies. Additionally, the Airport continues to co-host, in conjunction with the Worcester Area Pilots Association (WAPA), FAA pilot safety seminars and WAPA meetings.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 1,171,320.82	\$ 1,225,602.09	91000	\$ 1,276,420.72
OVERTIME	96,839.70	95,000.00	97000	95,000.00
ORDINARY MAINTENANCE	1,464,100.00	1,408,562.00	92000	1,408,562.00
DEBT SERVICE	614,298.00	600,731.00	94000	575,731.00
FRINGE BENEFITS	424,724.99	491,300.00	96000	491,454.00
TOTAL EXPENDITURES	\$ 3,771,283.51	\$ 3,821,195.09		\$ 3,847,167.72
REVENUE				
ENTERPRISE REVENUE	\$ (844,382.81)	\$ (738,600.00)		\$ (849,621.00)
MASSPORT	\$ (1,174,503.70)	\$ (1,862,406.87)		\$ (1,814,621.44)
TOTAL REVENUE	\$ (2,018,886.51)	\$ (2,601,006.87)		\$ (2,664,242.44)
TOTAL TAX LEVY	\$ 1,752,397.00	\$ 1,220,188.22		\$ 1,182,925.28
TOTAL POSITIONS	21	21		22

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The gross recommended budget for Fiscal 2010 for the Worcester Regional Airport is \$3,847,167.72 which is an increase of \$25,972.63 from the Fiscal 2009 gross budget of \$3,821,195.09. The recommended personal service budget is \$1,276,420.72, which is an increase of \$50,818.63 from the approved budget for Fiscal 2009 of \$1,225,602.09. The recommended overtime for Fiscal 2010 is level funded from at \$95,000. The recommended Ordinary Maintenance budget is level funded at \$1,408,562.00. The recommended Debt Service decreased by \$25,000.00 to \$575,731.00 in Fiscal 2010 compared to \$600,731.00 in Fiscal 2009. The recommended Fringe Benefits increased by \$154.00 to \$491,454 compared to \$491,300 in Fiscal 2009.

WORCESTER REGIONAL AIRPORT

The increase in the Personal Services budget of \$50,818.63 represents the following:

Building Custodian	\$28,462.64
Security Guard 2	\$39,041.20
Union and Step Increases	\$ 8,171.27
Security Guard 2 –hired lower than budget	(\$12,470.24)
Security Guard 2 – hired lower than budget	(\$12,386.24)

The Security Guard position and Building Custodian position were previously authorized but unfunded positions that required funding during Fiscal 2009 due to Direct Air, the city's new commercial air carrier.

The remaining personal service increase of \$8,171.27 is reflective of any raises required by settled collective bargaining agreements through Fiscal 2010. Budgeted salary increases not associated with forecasted or settled contracts are reflective of automatic step increases, position adjustments, or regular departmental turnover. Two Security positions became open during Fiscal 2009 which resulted in a personal service budget savings of \$24,856.48 as the new hires were hired at a rate lower than the Fiscal 2009 budget.

The City and Massport continuously review appropriate staffing levels and ordinary maintenance costs necessary for Airport operations. If required, further adjustments will be made to the budget during the course of the fiscal year.

This budget reflects the City of Worcester and Massport Operating agreement for the Worcester Regional Airport whereas the City will pay 21% of expenses and Massport will assume 79% of expenses.

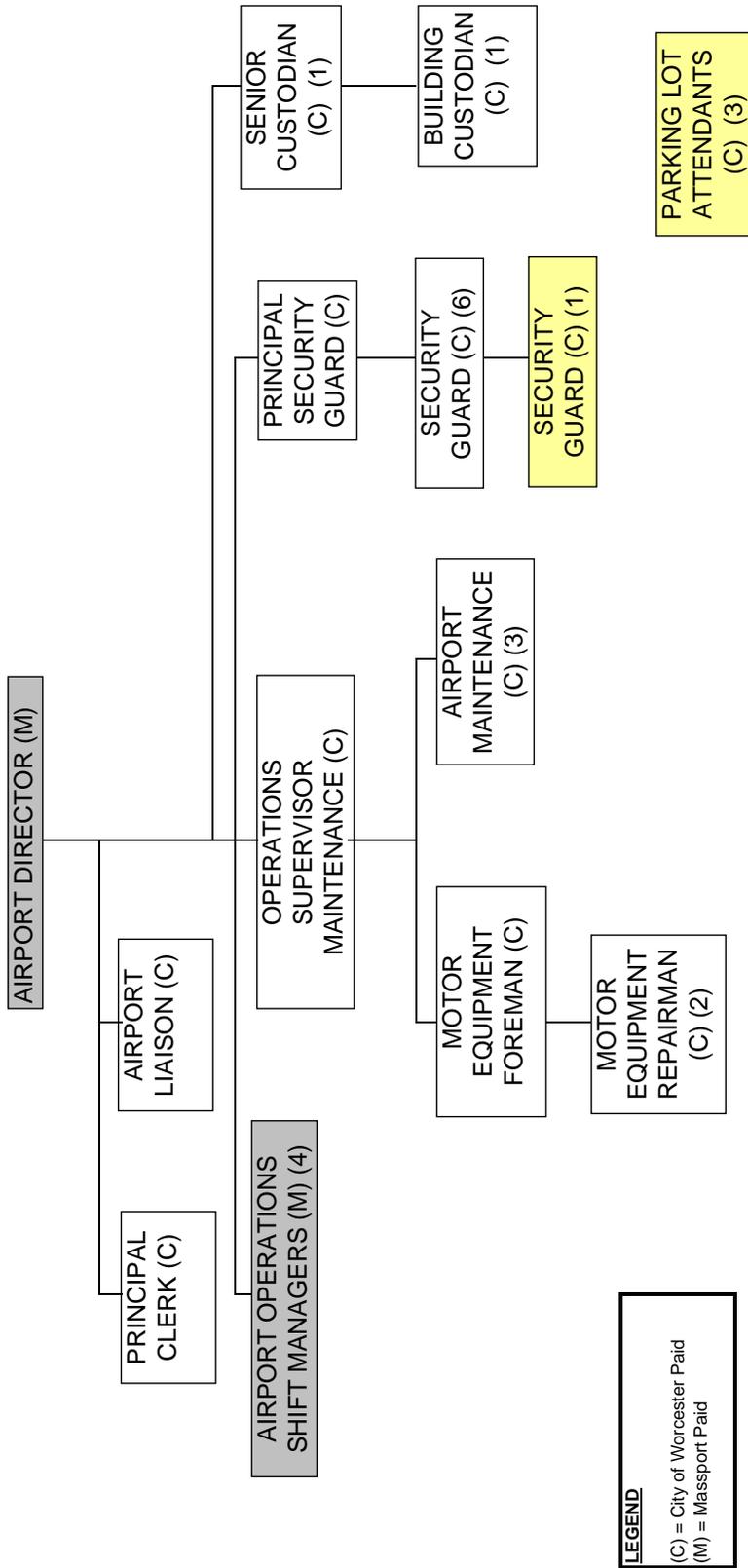
Revenues:

The total funding sources for the Worcester Regional Airport total \$2,664,242.44 in Fiscal 2010, compared to \$2,601,006.87 in Fiscal 2009, which is an increase of \$63,235.57. The largest single funding source is Massport, which is budgeted to fund 79 percent (79%) of an estimated operating deficit of about \$2.3 million. Budgeted Enterprise revenues have increased in Fiscal 2010 by \$111,021.00 to \$849,621.00 due to the increased revenue associated with the new commercial air service at the airport.

WORCESTER REGIONAL AIRPORT ORGANIZATIONAL CHART

27	TOTAL POSITIONS
(5)	MASSPORT PAID POSITIONS (M)
22	TAX LEVY POSITIONS

22	TAX LEVY POSITIONS
(4)	VACANT UNFUNDED POSITIONS
18	REMAINING TAX LEVY POSITIONS



LEGEND
(C) = City of Worcester Paid
(M) = Massport Paid



ANDY DAVIS, AIRPORT DIRECTOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
WORCESTER REGIONAL AIRPORT - DEPARTMENT #470**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 44,181.04	46EM	AIRPORT LIAISON	1	\$ 44,620.56
1	66,113.39	42	PRINCIPAL SECURITY GUARD & CRASH CREWMAN	1	66,774.24
1	59,386.06	39	OPERATIONS SUPERVISOR (MAINT.)	1	59,967.36
5	236,553.71	34	SECURITY GUARD CRASH CREWMAN 2	6	254,314.32
1	51,427.44	34	WORKING FOREMAN (MER)	1	51,427.44
1	44,729.34	31	SENIOR AIRPORT CUSTODIAN	1	45,163.44
2	75,251.52	29	MOTOR EQUIPMENT REPAIRMAN	2	78,117.20
1	38,993.19	27	PRINCIPAL CLERK	1	38,607.12
3	116,823.60	26	AIRPORT MAINTENANCE	3	116,823.60
0	-	25	AIRPORT BUILDING CUSTODIAN	1	28,462.64
<u>16</u>	<u>\$ 733,459.29</u>		REGULAR SALARIES	<u>18</u>	<u>\$ 784,277.92</u>
AUTHORIZED POSITIONS WITHOUT FUNDING:					
3	\$ -	24	PARKING LOT ATTENDANT	3	\$ -
2	-	34	SECURITY GUARD CRASH CREWMAN 2	1	-
<u>5</u>	<u>\$ -</u>			<u>4</u>	<u>\$ -</u>
	400,000.00		MASSPORT SALARIES		400,000.00
	74,994.80		MASSPORT OVERTIME		74,994.80
	<u>474,994.80</u>		MASSPORT DIRECT ADMINISTRATION		<u>474,994.80</u>
	3,268.00		EM INCENTIVE PAY		3,268.00
	10,000.00		PERSONNEL POOL SNOW REMOVAL		10,000.00
	22,000.00		CONTRACTUAL STIPENDS AND EXTRAS		22,000.00
<u>21</u>	<u>\$ 1,243,722.09</u>		TOTAL REGULAR SALARIES	<u>22</u>	<u>\$ 1,294,540.72</u>
	(18,120.00)		VACANCY FACTOR		(18,120.00)
	<u>\$ 1,225,602.09</u>	470-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>22</u>	<u>\$ 1,276,420.72</u>
	37,000.00		SNOW REMOVAL OVERTIME		37,000.00
	58,000.00		OTHER OVERTIME		58,000.00
	<u>95,000.00</u>		TOTAL RECOMMENDED OVERTIME		<u>95,000.00</u>
	<u>\$ 95,000.00</u>	470-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 95,000.00</u>
	\$ 856,987.00		ORDINARY MAINTENANCE		\$ 845,955.00
	372,300.00		ELECTRICITY		379,746.00
	108,375.00		NATURAL GAS		121,253.00
	35,500.00		AUTO GASOLINE UNLEADED		25,500.00
	35,400.00		DIESEL FUEL		36,108.00
	<u>\$ 1,408,562.00</u>	470-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 1,408,562.00</u>

ANDY DAVIS, AIRPORT DIRECTOR

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

WORCESTER REGIONAL AIRPORT - DEPARTMENT #470

FY09				FY10
TOTAL	APPROVED	PAY	TITLE	TOTAL
POSITIONS	FY09 AMOUNT	GRADE		POSITIONS
				RECOMMENDED
				FY10 AMOUNT
	\$ 402,249.00		DEBT SERVICE (PRINCIPAL)	\$ 377,249.00
	198,482.00		DEBT SERVICE (INTEREST)	198,482.00
	<u>\$ 600,731.00</u>	470-94000	TOTAL RECOMMENDED DEBT SERVICE	<u>\$ 575,731.00</u>
	\$ 80,000.00		MASSPORT FRINGE BENEFITS	\$ 80,000.00
	108,316.00		CONTRIBUTORY PENSIONS	124,915.00
	91,126.00		PENSION OBLIGATION BONDS	79,295.00
	211,858.00		HEALTH INSURANCE	207,244.00
	<u>\$ 491,300.00</u>	470-96000	TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$ 491,454.00</u>
	<u>\$ 3,821,195.09</u>		TOTAL GROSS RECOMMENDED BUDGET	<u>\$ 3,847,167.72</u>
			FUNDING SOURCES:	
	\$ (738,600.00)		ENTERPRISE - AIRPORT REVENUE	\$ (849,621.00)
	(1,862,406.87)		MASSPORT	(\$1,814,621.44)
	<u>\$ (2,601,006.87)</u>		TOTAL FUNDING SOURCES	<u>\$ (2,664,242.44)</u>
	<u>\$ 1,220,188.22</u>		TOTAL RECOMMENDED TAX LEVY	<u>\$ 1,182,925.28</u>

CABLE SERVICES

Judith A. Warren
Director of Cable Services
City Hall
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1175

Divisional Mission Statement:

The mission of the Cable Services Division is to:

- a. Administer the cable television franchise agreement
- b. Disburse funds received by that agreement
- c. Operate the government access channel
- d. Process customer inquiries, discounts and complaints with cable operator
- e. Monitor activities of cable operator and assists the Cable Advisory Committee
- f. Provide oversight to all cable operations including Public, Education and Government Access

Divisional Overview:

The Cable Services Division is generally responsible for monitoring the cable operator, administering the cable franchise agreement, oversees P.E.G. agreements, and provides customer service to cable subscribers, i.e. processing complaints and discount applications.

This Division is also responsible for operating the City's government access channel. This includes, but is not limited to, providing live coverage of all City Council, School Committee and Council subcommittee meetings; covering City events, producing in-studio programs, producing original programming in cooperation with other departments, and coordinating and producing information during emergency situations, as well as managing the day-to-day operation of the government channel. Staff also provides other media and/or technical assistance as needed.

Additional responsibilities of the Cable Services Division:

- After consultation with the cable television advisory committee, the Director will make recommendations annually as to the disbursement of the funds received under the cable franchise agreement among the public, educational and government channel operations.
- Coordinate as necessary with the Director of Technical Services to ensure that any institutional network provided under any cable franchise agreement operates properly and meets the technical requirements of the city for the internal transmission of data.

The Director of Cable Services serves as the Staff Liaison to the Cable Advisory Committee; administers and keep the records of the committee.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 134,956.28	\$ 107,969.73	91000	\$ 131,168.16
OVERTIME	-	-	97000	3,000.00
ORDINARY MAINTENANCE	841,270.67	82,144.00	92000	142,750.50
CAPITAL OUTLAY	3,487.00	-	93000	
FRINGE BENEFITS	26,265.72	38,038.00	96000	44,869.00
TOTAL	\$ 1,005,979.67	\$ 228,151.73		\$ 321,787.66
TOTAL POSITIONS	2	2		2

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

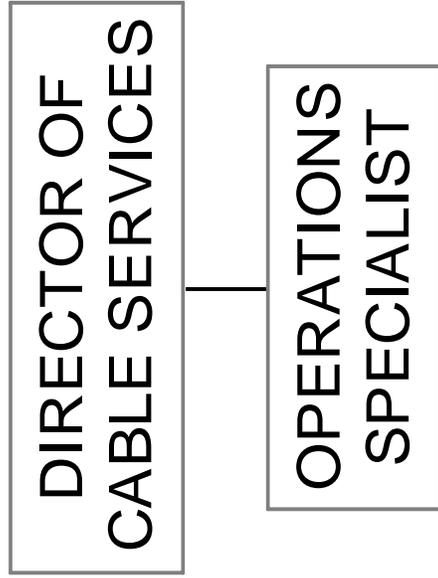
Cable Service’s gross recommended Fiscal 2010 budget is \$321,787.66, a \$93,635.93 increase over the approved budget for Fiscal 2009 of \$228,151.73. The recommended budget for Personal Services for Fiscal 2010 is \$131,168.16, which is an increase of \$23,198.43 from the Fiscal 2009 amount of \$107,969.73. Personal services increases are reflective of an interdepartmental charge related to the inclusion of a part time employee that will be performing work for the Government Access portion of Cable Services.

The recommended budget for Ordinary Maintenance for Fiscal 2010 is \$142,750.50, which is an increase of \$60,606.50 from the Fiscal 2009 amount of \$82,144.00.

The recommended budget for Fringe benefits for Fiscal 2010 is \$44,869.00 which is an increase of \$6,831.00 from the Fiscal 2009 amount of \$38,038.00.

The Cable Services Division is 100% funded through the Cable License Revenues.

CITY OF WORCESTER
DEPARTMENT OF ECONOMIC DEVELOPMENT
CABLE SERVICES DIVISION



2 POSITIONS



JUDITH A. WARREN, DIRECTOR OF CABLE SERVICES
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF CABLE SERVICES- DIVISION #04S616

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 70,449.12	42M	DIRECTOR OF CABLE SERVICES	1	\$ 70,449.12
1	37,520.61	28	OPERATIONS SPECIALIST	1	39,268.80
2	\$ 107,969.73		TOTAL RECOMMENDED SALARIES	2	\$ 109,717.92
	-		INTERDEPARTMENTAL CHARGE		21,450.24
	\$ 107,969.73		TOTAL RECOMMENDED SALARIES		\$ 131,168.16
	(107,969.73)		FUNDING SOURCES:		(131,168.16)
	\$ (107,969.73)		CABLE LICENSE REVENUES		\$ (131,168.16)
			TOTAL FUNDING SOURCES		
2	\$ -	04S-91000	TOTAL RECOMMENDED PERSONAL SERVICES	2	\$ -
	-		REGULAR OVERTIME		3,000.00
	\$ -		TOTAL RECOMMENDED OVERTIME		\$ 3,000.00
	-		FUNDING SOURCES:		(3,000.00)
	\$ -		CABLE LICENSES REVENUES		\$ (3,000.00)
			TOTAL FUNDING SOURCES		
	\$ -	04S-97000	TOTAL RECOMMENDED OVERTIME		\$ -
	\$ 82,144.00		ORDINARY MAINTENANCE		\$ -
	\$ 82,144.00		TOTAL ORDINARY MAINTENANCE		\$ 142,750.50
	(82,144.00)		FUNDING SOURCES:		(142,750.50)
	\$ (82,144.00)		CABLE LICENSE REVENUES		\$ (142,750.50)
			TOTAL FUNDING SOURCES		
	\$ -	04S-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ -
	\$ 10,132.00		FRINGE BENEFITS:		\$ 14,882.00
	11,817.00		HEALTH INSURANCE		11,466.00
	4,088.00		RETIREMENT		6,505.00
	12,001.00		CONTRIBUTORY PENSIONS		12,016.00
	\$ 38,038.00		PENSION OBLIGATION BONDS		\$ 44,869.00
			TOTAL FRINGE BENEFITS		
	(38,038.00)		FUNDING SOURCES:		(44,869.00)
	\$ (38,038.00)		CABLE LICENSE REVENUES		\$ (44,869.00)
			TOTAL FUNDING SOURCES		
	\$ -	04S-94000	TOTAL RECOMMENDED FRINGE BENEFITS		\$ -
	\$ -		TOTAL RECOMMENDED TAX LEVY		\$ -

LAW DEPARTMENT

David M. Moore
City Solicitor
 City Hall - Room 301
 455 Main Street
 Worcester, Massachusetts 01608
 (508) 799-1161

DEPARTMENTAL MISSION STATEMENT:

The mission of the Law Department is to:

- a. Provide legal advice and representation to the City Manager, City Council and the officers, employees, boards, and commissions of the City of Worcester

DEPARTMENTAL OVERVIEW:

The City Solicitor is the chief legal officer of the City and is generally responsible for providing legal advice and representation to the City Manager, City Council, and the officers, employees, boards, and commissions of the City. The department operates through four sections: Advice & Counsel, Litigation & Claims, Insurance, and Administrative Support.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 758,746.87	\$ 801,895.88	91000	\$ 703,751.65
OVERTIME	0.00	0.00	97000	0.00
ORDINARY MAINTENANCE	108,004.57	122,842.00	92000	122,842.00
TOTAL	\$ 866,751.44	\$ 924,737.88		\$ 826,593.65
TOTAL POSITIONS				
	15	15		13

FISCAL 2010 BUDGET OVERVIEW

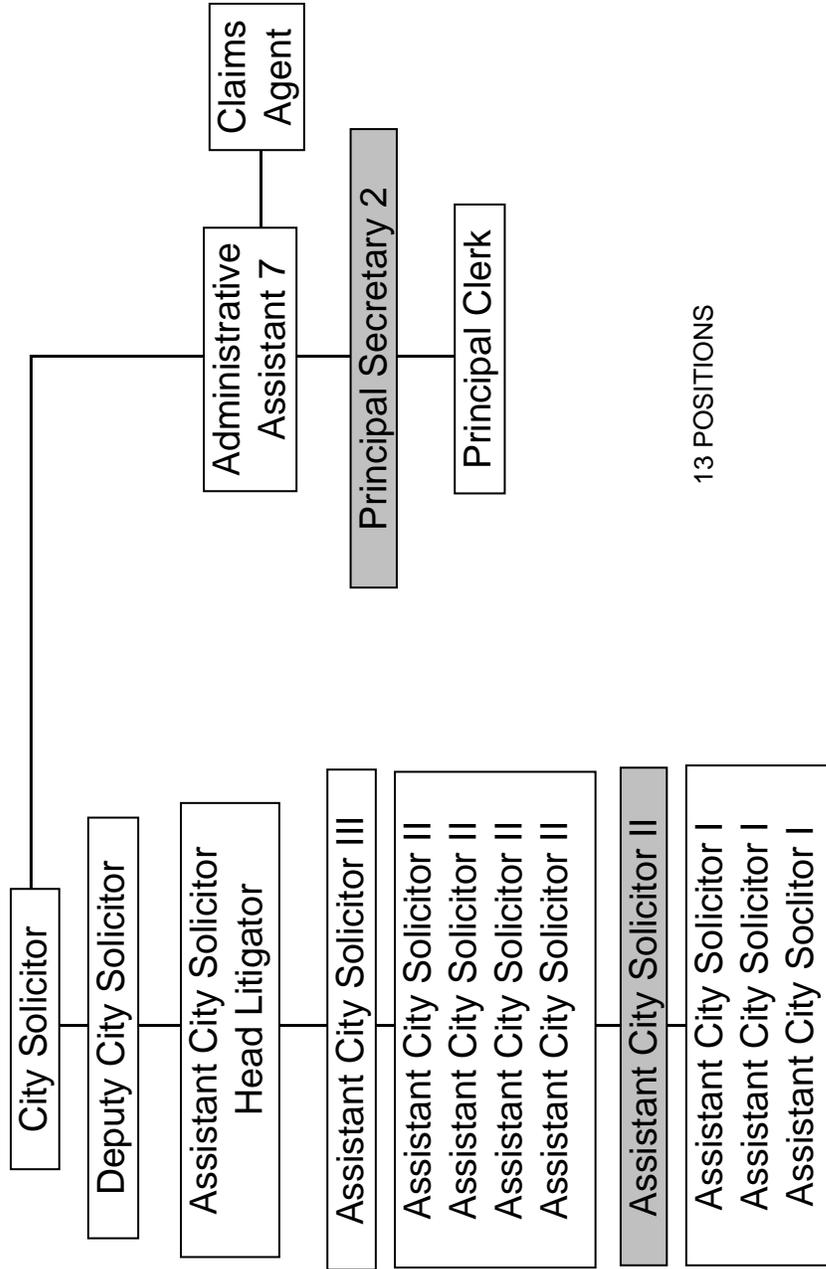
Expenditures:

The Law Department's net recommended Fiscal 2010 budget is \$826,593.65, a \$98,144.23 decrease compared to the approved budget for Fiscal 2009.

The recommended Personal Services budget is \$703,751.65, representing a decrease of \$98,144.23. This decrease is the net a result of the elimination of an Assistant City Solicitor 2, and a Principal Clerk position, step increases and the full year impact of the mid-year 2% increases from Fiscal 2009.

The Law Department's recommended Ordinary Maintenance budget is level funded at \$122,842.00 for Fiscal 2010.

LAW DEPARTMENT ORGANIZATIONAL CHART



13 POSITIONS



DAVID M. MOORE, CITY SOLICITOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
LAW DEPARTMENT- DEPARTMENT #120**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 125,625.98	57EM	CITY SOLICITOR	1	\$ 126,869.80
1	104,642.62	50EM	DEPUTY CITY SOLICITOR	1	105,678.69
1	93,929.51	50M	ASSISTANT CITY SOLICITOR LITIGATOR	1	94,857.84
1	80,938.81	46M	ASSISTANT CITY SOLICITOR 3	1	81,745.20
4	240,325.41	44M	ASSISTANT CITY SOLICITOR 2	3	187,049.79
3	177,762.83	42M	ASSISTANT CITY SOLICITOR 1	3	185,985.12
1	48,995.10	38M	CLAIMS AGENT	1	51,232.56
1	45,040.42	35	ADMINISTRATIVE ASSISTANT, GRADE 7	1	46,400.29
1	44,729.34	31	PRINCIPAL CLERK & SECRETARY 2	0	-
1	33,656.84	27	PRINCIPAL CLERK	1	30,855.90
<u>15</u>	<u>\$ 995,646.88</u>		REGULAR SALARIES	<u>13</u>	<u>\$ 910,675.19</u>
	7,921.00		EM INCENTIVE PAY		7,921.00
	(12,750.00)		VACANCY FACTOR		(12,750.00)
<u>15</u>	<u>\$ 990,817.88</u>		TOTAL RECOMMENDED SALARIES	<u>13</u>	<u>\$ 905,846.19</u>
	(38,182.00)		FUNDING SOURCES: DISTRICT IMPROVEMENT FINANCING (DIF)		(38,182.00)
	(53,653.00)		WATER REVENUES		(53,653.00)
	(46,986.00)		SEWER REVENUES		(46,986.00)
	(1,365.00)		GOLF COURSE REVENUES		(1,365.00)
	(48,736.00)		CABLE LICENSE REVENUES		(61,908.54)
	<u>\$ (188,922.00)</u>		TOTAL FUNDING SOURCES		<u>\$ (202,094.54)</u>
<u>15</u>	<u>\$ 801,895.88</u>	120-91000	TOTAL PERSONAL SERVICES	<u>13</u>	<u>\$ 703,751.65</u>
	\$ 58,922.00		REGULAR ORDINARY MAINTENANCE		\$ 58,921.00
	63,920.00		EXPERTS AND FEES		63,921.00
	<u>\$ 122,842.00</u>	120-92000	TOTAL ORDINARY MAINTENANCE		<u>\$ 122,842.00</u>
	<u>\$ 924,737.88</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 826,593.65</u>

LAW DEPARTMENT - PROPERTY AND CASUALTY INSURANCE

David M. Moore

City Solicitor

City Hall - Room 301

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1161

DEPARTMENT OVERVIEW:

The City continues to obtain only limited building and liability insurance policies.

Building Insurance: On January 1, 2003, the City began operating without calamity insurance on its buildings. This means the city assumes the risk of damage to buildings. Only the Centrum, Convention Centre, Airport, Library, and data processing computer equipment are insured with a \$500,000 deductible for damages caused by weather, fire, floods, earthquakes and vandalism. All buildings are still covered by boiler & machinery insurance.

Comprehensive General Liability Insurance: The City obtains limited liability insurance coverage claims for personal injuries in amounts between \$100,000 and \$1,000,000 that occur at six facilities or operations. These facilities are: Public Library; Senior Center; Pearl-Elm Parking Garage; Federal Plaza Parking Garage; City Hall, Garage and Common; and, all polling places. The Centrum Arena and Convention Center are covered by policies obtained directly by SMG as operator and charged as an expense of the operation under the lease and management agreement, respectively. The Airport is covered by policies obtained directly by the airport and Massport. Claims by third parties under \$100,000 are handled out of the court judgments/claims account.

LAW DEPARTMENT PROPERTY AND CASUALTY INSURANCE

BUDGET SUMMARY INFORMATION PROPERTY AND CASUALTY INSURANCE - DEPARTMENT #122

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
EXPENDITURES		Fiscal 2009		Fiscal 2010
ORDINARY MAINTENANCE	\$ 88,175.03	\$ 119,948.35	92000	\$ 119,948.35
TOTAL	\$ 88,175.03	\$ 119,948.35		\$ 119,948.35

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The Fiscal 2010 tax levy budget for property and casualty insurance is level funded from Fiscal 2009 at \$119,948.35. In Fiscal 2008, the actual costs associated with property insurance were \$88,175.03.



DAVID M. MOORE, CITY SOLICITOR
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
PROPERTY AND CASUALTY INSURANCE - DEPARTMENT #122

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
<u>\$ 119,948.35</u>	REGULAR INSURANCE EXPENSES	<u>\$ 119,948.35</u>
<u>\$ 119,948.35</u>	TOTAL PROPERTY AND CASUALTY INSURANCE	<u>\$ 119,948.35</u>
<u>\$ 119,948.35</u>	122-92000 TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 119,948.35</u>
<u>\$ 119,948.35</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 119,948.35</u>

LAW DEPARTMENT - COURT JUDGMENTS

David M. Moore

City Solicitor

City Hall - Room 301

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1161

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
ORDINARY MAINTENANCE	\$ 351,821.29	\$ 377,750.00	92000	\$ 377,750.00
TOTAL	\$ 351,821.29	\$ 377,750.00		\$ 377,750.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The recommended Fiscal 2010 gross budget for Court Judgments is \$421,600. The tax levy amount being recommended is \$377,750.00. This amount is level funded from the Fiscal 2009 budget. Included in this budget are funding sources from the Airport (\$350.00), Sewer Department (\$31,000.00), and Water Department (\$12,500.00) enterprise accounts.



DAVID M. MOORE, CITY SOLICITOR
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR
COURT JUDGMENTS - DEPARTMENT #121

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 421,600.00	COURT CLAIMS AND JUDGMENTS	\$ 421,600.00
-	SUPPLEMENTAL JUDGMENTS	-
<u>\$ 421,600.00</u>	TOTAL CLAIMS AND JUDGMENTS	<u>\$ 421,600.00</u>
	FUNDING SOURCES:	
\$ (350.00)	AIRPORT REVENUES	\$ (350.00)
(31,000.00)	SEWER DEPARTMENT REVENUES	(31,000.00)
(12,500.00)	WATER DEPARTMENT REVENUES	(12,500.00)
<u>\$ (43,850.00)</u>	TOTAL FUNDING SOURCES	<u>\$ (43,850.00)</u>
<u>\$ 377,750.00</u>	121-92000 RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 377,750.00</u>
<u>\$ 377,750.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 377,750.00</u>

WORCESTER POLICE DEPARTMENT

Gary J. Gemme

Chief of Police

9-11 Lincoln Square

Worcester, Massachusetts 01608

(508) 799-8600

Departmental Mission Statement:

The mission of the Worcester Police Department is to:

- a. Promote the highest level of public safety and quality of life in the City of Worcester, through exceptional police services to the City's residents, businesses and visitors.
 - a. Focusing, first and foremost on crime prevention, protection of people and property, and the preservation of peace and order within the community, through fair and equitable enforcement of laws, while carefully safeguarding the dignity of all who are touched by the process.
 - b. Promoting an atmosphere of community wide partnership in public safety, fostering trust and confidence of the citizenry examining their concern about crime, and collectively working on solutions to the root causes.
 - c. Allowing for the safe and expeditious movement of vehicular and pedestrian traffic over the network of City streets and crossings.
 - d. Providing rapid emergency response to incidents, as needed.
 - e. Channeling feedback from investigations and crime statistics into continuous ideas for improved police procedures and proactive efforts to reduce future crime.

Departmental Overview:

The Worcester Police Department's primary goals are to reduce crime, reduce the fear and perception of crime and improve the quality of community life through "broken windows" policing. These outcomes must be achieved within acceptable costs to citizens and taxpayers. If we are to achieve our goals the department needs to maximize the efficient and effective use of taxpayer monies and minimize the cost of policing on individual liberty and privacy. We accomplish our goals through improved use of technology, sharing of information, embracing innovation, and forming partnership with the broadest base of stakeholders.

The Police Department is comprised of three hundred seventeen (317) budgeted police officers, ninety-nine (99) budgeted officials and fifty-one (51) budgeted civilian personnel. These personnel are assigned to the various units in order to capably provide police services on a twenty-four hour a day basis.

WORCESTER POLICE DEPARTMENT

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Budget for Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$34,659,424.96	\$ 36,585,880.06	91000	\$ 34,470,679.55
OVERTIME	3,258,092.86	2,981,205.43	97000	2,637,030.00
ORDINARY MAINTENANCE	2,193,192.98	1,815,000.00	92000	1,839,845.00
TOTAL	\$ 40,110,710.80	\$ 41,382,085.49		\$ 38,947,554.55
TOTAL POSITIONS	535	535		535
ELIMINATED POSITIONS	0	0		-4
UNFUNDED UNIFORMED POS.	0	0		-64
TOTAL FUNDED POSITIONS	535	535		467

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The tax levy budget for the Worcester Police Department is \$38,947,554.55 a \$2,434,530.94 decrease from Fiscal 2009 tax levy budget of \$41,382,085.49.

The recommended tax levy personal services budget for Fiscal 2010 is \$34,470,679.55 which is a \$2,115,200.51 decrease from the Fiscal 2009 tax levy budget of \$36,585,880.06. This decrease is the result of the elimination of the 31 recruit positions in the amount of \$1,604,332.85, 9 vacant police officer positions in the amount of \$516,335.53, 24 police officer positions in the amount of \$1,536,222.59 and 4 civilian positions in the amount of \$141,871.40. This decrease is offset by the elimination of the State Hiring grant in the amount of \$497,091.53 and by step increases and the full year impact of the mid-year 2% from Fiscal 2009 in the amount of \$940,771.98. The budget identifies 24 Police officers as unfunded for which grant applications are in place to secure funding for Fiscal 2010.

The recommended tax levy overtime budget for Fiscal 2010 is \$2,637,030 which is a \$344,175.43 decrease from the Fiscal 2009 tax levy budget of \$2,981,205.43. This tax levy change is minor compared to the total reduction of \$ \$601,760 as a result of a decrease in grant funding for Fiscal 2010.

The tax levy Ordinary Maintenance budget for Fiscal 2010 is \$1,839,845 which is an increase of \$24,845 from the Fiscal 2009 tax levy budget of \$1,815,000. The increase is a result of the rising cost of auto fuel and utilities.

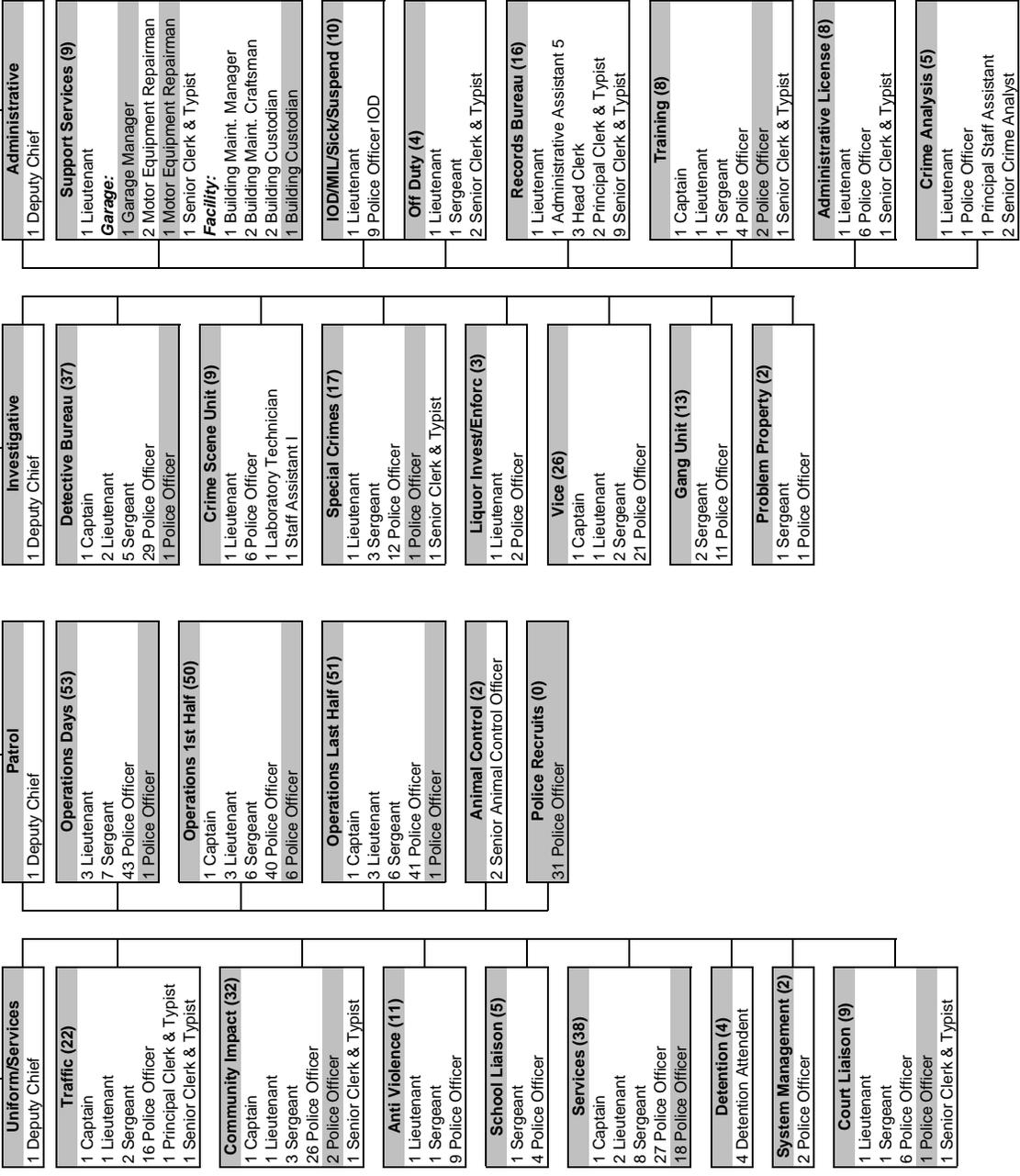
Chief of Police

Administration/Finance (7)
 1 Supervisor of Administration
 1 Accountant
 2 Administrative Assistant 5
 1 Head Clerk
 1 Senior Storekeeper
 1 Principal Clerk & Typist
 1 Senior Clerk & Typist

Admin Support (2)
 2 Sergeant

Internal Affairs (6)
 1 Captain
 1 Lieutenant
 4 Sergeant
 1 Senior Clerk & Typist

Stress
 1 Police Officer





GARY J. GEMME, CHIEF OF POLICE

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

WORCESTER POLICE DEPARTMENT-DEPARTMENT TOTAL

FY09				FY10	
TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 164,149.95	55CM	CHIEF OF POLICE	1	\$ 165,787.20
4	542,880.54	50EM	DEPUTY POLICE CHIEF	4	548,253.47
9	929,762.46	98	POLICE CAPTAIN	9	939,605.66
28	2,624,178.24	97	POLICE LIEUTENANT	29	2,726,344.98
57	4,704,759.48	96	POLICE SERGEANT	56	4,695,466.60
381	23,799,435.89	95	POLICE OFFICERS	317	21,244,022.10
1	80,938.81	46M	SUPERVISOR OF ADMINISTRATION/FINAN	1	81,745.20
1	64,995.68	40M	PRINCIPAL STAFF ASSISTANT	1	56,521.92
1	51,160.86	39M	GARAGE MANAGER	0	-
1	54,367.45	39M	BUILDING MAINTENANCE MANAGER	1	63,308.16
2	97,641.14	38P	SENIOR CRIME ANALYST	2	92,502.48
1	47,754.58	38P	LABORATORY TECHNICIAN	1	49,914.32
2	107,383.60	33HC	SENIOR ANIMAL CONTROL OFFICER	2	109,271.52
1	43,168.77	33	ACCOUNTANT	1	45,105.79
1	41,184.08	32	STAFF ASSISTANT I	1	44,455.44
3	132,479.36	31	ADMINISTRATIVE ASSISTANT 5	3	127,761.61
2	83,666.16	30	BUILDING MAINTENANCE CRAFTSMAN	2	84,676.32
4	172,675.09	30	HEAD CLERK	4	171,679.96
3	125,300.88	29	MOTOR EQUIPMENT REPAIRMAN	2	86,359.68
1	42,325.22	28	SENIOR STOREKEEPER	1	41,906.16
4	148,549.50	27	PRINCIPAL CLERK & TYPIST	4	151,988.97
3	108,241.92	25	BUILDING CUSTODIAN	2	75,251.52
4	140,564.16	23	DETENTION ATTENDANT	4	140,564.16
20	640,765.57	22	SENIOR CLERK & TYPIST	19	622,773.34
535	34,948,329.42		REGULAR SALARIES	467	32,365,266.56

AUTHORIZED POSITIONS WITHOUT FUNDING:

0	-	95	POLICE RECRUITS	31	-
0	-	95	POLICE OFFICERS	24	-
0	-	95	POLICE OFFICERS (VACANT)	9	-
0	-		REGULAR SALARIES	64	-

	1,720,759.62		HOLIDAY PAY - CONTRACTUAL		1,595,795.00
	120,000.00		STIPEND - DEFIBRILATOR		104,000.00
	120,000.00		STIPENDS - CIVIL PROCESS		104,000.00
	-		STIPEND- HEALTH INSURANCE		12,985.44
	480,000.00		CLOTHING ALLOWANCE		416,000.00
	28,382.55		EM INCENTIVE PAY		28,382.55
	2,469,142.17		CONTRACTUAL STIPENDS AND EXTRAS		2,261,162.99

535	37,417,471.60		TOTAL SALARIES	531	34,626,429.55
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	45,500.00		LONGEVITY		44,250.00
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	(380,000.00)		VACANCY FACTOR		(200,000.00)
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535	37,082,971.60		TOTAL RECOMMENDED PERSONAL SERV	531	34,470,679.55
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FUNDING SOURCES:

	(497,091.53)		STATE HIRING GRANT		-
	(261,411.00)		STATE - COMMUNITY POLICING		-
	(48,820.57)		STATE - DOMESTIC VIOLENCE		(49,797.00)
	(142,513.00)		GBV TASK FORCE		(145,363.00)
	(120,000.00)		PUBLIC SCHOOL INTERGOVT'L CHARGE		(120,000.00)
	(1,069,836.10)		TOTAL FUNDING SOURCES		(315,160.00)

535	\$36,013,135.49	250-91000	TOTAL RECOMMENDED PERSONAL SERV	531	\$34,155,519.55
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GARY J. GEMME, CHIEF OF POLICE

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

WORCESTER POLICE DEPARTMENT-DEPARTMENT TOTAL

FY09				FY10
TOTAL	APPROVED	PAY		TOTAL
POSITIONS	FY09 AMOUNT	GRADE	TITLE	RECOMMENDED
				POSITIONS
				FY10 AMOUNT
	1,040,000.00		REGULAR OVERTIME	824,981.00
	850,000.00		INVESTIGATIVE OVERTIME	727,000.00
	190,800.00		SWAT TRAINING OVERTIME	144,616.00
	35,000.00		SPECIAL EVENTS OVERTIME	-
	387,150.00		SUMMER PATROLS OVERTIME	394,893.00
	1,040,300.00		COURT ATTENDANCE OVERTIME	850,000.00
	10,700.00		ANIMAL CONTROL OVERTIME	10,700.00
	<u>\$ 3,553,950.00</u>	250-97000	TOTAL RECOMMENDED OVERTIME	<u>\$ 2,952,190.00</u>
	\$ 660,750.00		POLICE ORDINARY MAINTENANCE	\$ 663,370.00
	50,000.00		ANIMAL CONTROL ORDINARY MAINTENANCE	50,000.00
	335,000.00		ELECTRICITY	341,700.00
	20,000.00		NATURAL GAS	20,400.00
	113,000.00		TELEPHONE	114,000.00
	636,250.00		AUTO FUEL NO LEAD GAS	650,375.00
	40,000.00		DAMAGE REPAIR	-
	<u>1,855,000.00</u>		TOTAL ORDINARY MAINTENANCE	<u>1,839,845.00</u>
			FUNDING SOURCES:	
	(40,000.00)		FROM DAMAGE SETTLEMENT RESERVE	-
	(40,000.00)		TOTAL FUNDING SOURCES	-
	<u>\$ 1,815,000.00</u>	250-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 1,839,845.00</u>
	<u>\$41,382,085.49</u>		TOTAL RECOMMENDED TAX LEVY	<u>\$38,947,554.55</u>

WORCESTER FIRE DEPARTMENT

Gerard A. Dio

Fire Chief

Fire Department Headquarters

141 Grove Street

Worcester, Massachusetts 01605

(508) 799-1816

Departmental Mission Statement:

The mission of the Worcester Fire Department is to:

- a. Protect the lives and property of the visitors and citizens of Worcester from the adverse effects of fire, medical emergencies, or any other hazardous condition both man-made and natural

Support Services Division:

The mission of the Support Services Division is to:

- a. Provide personnel, payroll, and budgetary support through the administrative staff
- b. Responsible for WFD apparatus and equipment acquisition, maintenance, and repair
- c. Manage the internal and public information systems
- d. Provide the communications support for the department
- e. Process grant applications,
- f. Maintain all WFD buildings
- g. Emergency Management plans
- h. Prepare and allocate resources to deal with any natural or man-made disaster within the City of Worcester

Fire Prevention Division:

The mission of the Fire Prevention Division is to:

- a. Help to prevent the occurrence of fire, in order to protect lives and to preserves property through education, enforcement, and engineering
 - Education: provides public safety awareness education in the identification and protection of common risks from fire and other potential hazards.
 - Enforcement: enforces all requirements of M.G.L. Ch. 148, CMR 527, and all adopted city fire codes and ordinances, and administers all permits and licenses along with the necessary inspections to issue the same.
 - Engineering: reviews and approves all fire protection documents in addition to witnessing a satisfactory functional test of all fire protection systems prior to the issuance of a Certificate of Occupancy.

Operations Division:

The mission of the Operations Division is to:

- a. Protect all of the City's citizens and visitors and their property, during emergencies, by extinguishing all fires, responding to emergency medical calls and the mitigation of all hazardous conditions
- b. Stabilize and mitigate critical incidents outside of ordinary emergencies such as ice and water rescue, technical rescue and hazardous materials incidents
- c. Provide the highest quality professional development training sessions to all personnel allowing for the safe and efficient discharge of duties by members of the Worcester Fire Department.

Health & Safety Division:

The mission of the Health & Safety Division is to:

- a. Monitor all aspects of the operation of the Fire Department that impact the health and safety of its members
- b. Identify the predictable risks encountered and develops/implements plans to manage those risks
- c. Ensure the education of firefighters in the areas of fitness and wellness in order to increase the effectiveness of the force by adding to a better quality of life

Departmental Overview:

The Worcester Fire Department provides fire protection and life safety services to an area encompassing 39 square miles, and a population of 172,648. The diversity in scope of protection in this area ranges from densely populated multi-family dwellings; to office high rise buildings and a mixture of manufacturing and industrial complexes. Also, a major state highway passes directly through the city, producing potential hazards of undetermined proportions, due to the nature of the materials traveling along the highway.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	
	Fiscal 2008	Budget for	Number	
		Fiscal 2009		
EXPENDITURES				
SALARIES	\$ 30,556,088.50	\$ 32,252,561.16	91000	\$ 30,754,353.52
OVERTIME	2,221,574.95	1,664,780.00	97000	532,378.00
CAPITAL OUTLAY	30,435.89	25,000.00	93000	25,000.00
ORDINARY MAINTENANCE	1,362,235.48	913,839.50	92000	918,735.00
TOTAL	\$ 34,170,334.82	\$ 34,856,180.66		\$ 32,230,466.52
TOTAL POSITIONS	417	417		417
ELIMINATED POSITIONS	0	0		-3
UNFUNDED UNIFORMED POS.	0	0		-22
TOTAL FUNDED POSITIONS	417	417		392

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The tax levy budget for the Fire Department for Fiscal 2010 is \$32,230,466.52 which is a decrease of \$2,625,714.14 from the Fiscal 2009 tax levy budget of \$34,856,180.66

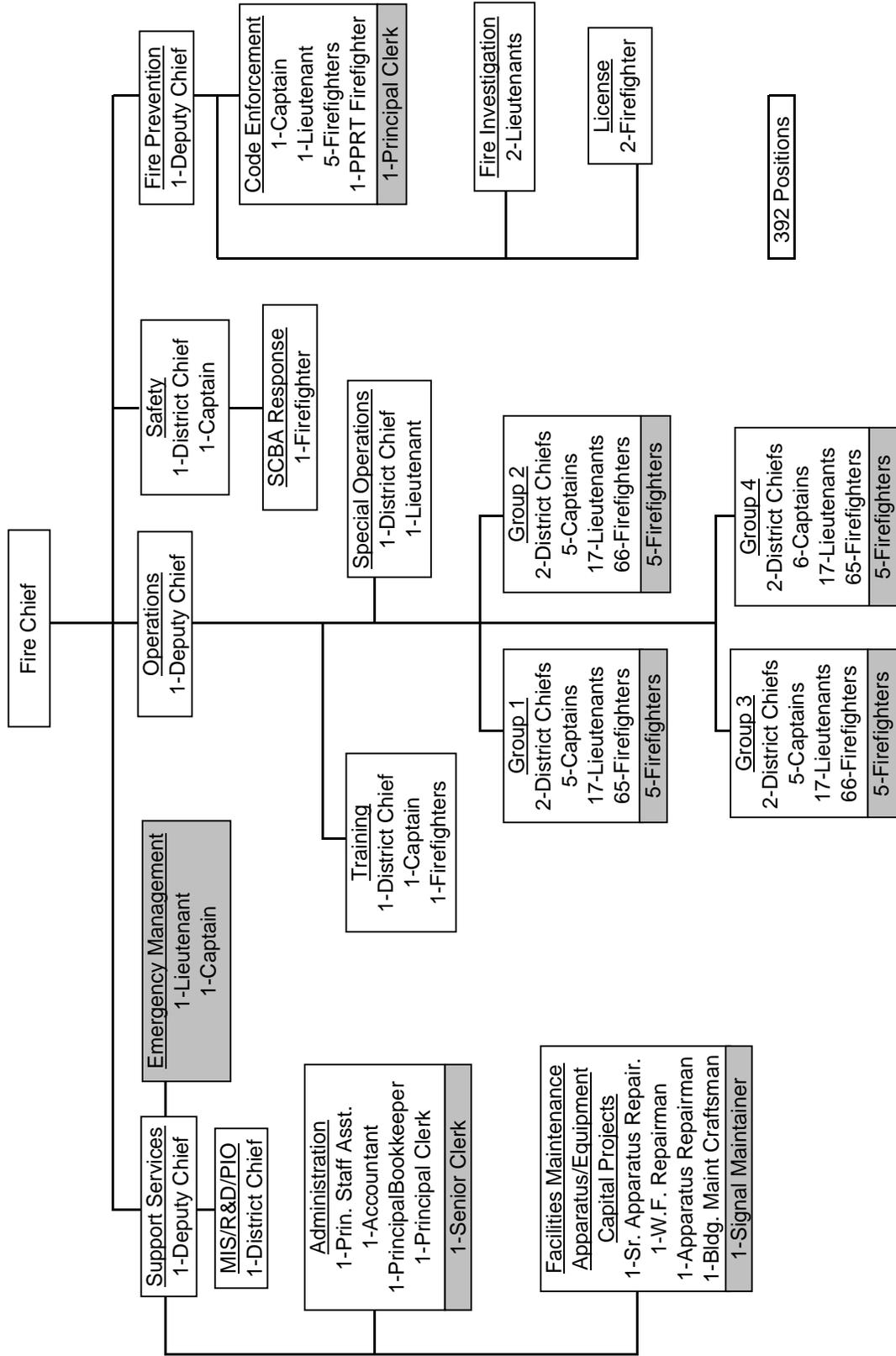
The tax levy Personal Services budget for Fiscal 21010 is \$30,754,353.52 which is a decrease of \$1,498,207.64 from the Fiscal 2009 tax levy budget of \$32,252,561.16. This decrease is a result of the elimination of 17 recruit positions in the amount of \$914,303.82, 5 vacant uniformed positions in the amount of \$297,069.52 and 3 civilian positions in the amount of \$122,821.17. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009 in the amount of \$468,595.16.

The Fire Department will not promote to the officials ranks during Fiscal 2010. This action will allow vacancies in the Firefighter positions to be filled as they become available during the year.

The tax levy Overtime budget for Fiscal 2010 is \$532,378 which is a decrease of \$1,132,402 from the Fiscal 2009 tax levy budget of \$1,664,780.

The tax levy Ordinary Maintenance budget for Fiscal 2010 is \$918,735 which is an increase of \$4,895.50 from the Fiscal 2009 tax levy budget of \$913,839.50. This increase is a result of the increased cost of utilities.

WORCESTER FIRE DEPARTMENT ORGANIZATION CHART





GERARD A. DIO, FIRE CHIEF

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

WORCESTER FIRE DEPARTMENT - DEPARTMENT #260 (TOTAL)

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	PERSONAL SERVICES TITLE - PAY GRADE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 117,232.64	58CM	FIRE CHIEF	1	\$ 118,389.60
3	309,689.01	50EM	DEPUTY FIRE CHIEF	3	319,150.80
12	1,152,191.20	93	DISTRICT FIRE CHIEF	12	1,171,484.89
25	2,177,616.69	92	CAPTAIN	24	2,107,375.54
73	5,967,994.30	91	LIEUTENANT	72	5,714,406.42
292	19,889,100.42	90	FIREFIGHTER	272	18,771,376.44
1	66,155.57	43	SENIOR FIRE APPARATUS REPAIRMAN	1	69,300.72
1	60,690.90	40M	PRINCIPAL STAFF ASSISTANT	1	64,795.52
1	47,871.58	34	SIGNAL MAINTAINER FIRE	0	-
1	44,560.63	34	FIRE APPARATUS REPAIRMAN, WORKING FOREMAN	1	46,666.80
1	44,560.63	32	FIRE APPARATUS REPAIRMAN	1	46,666.80
1	42,416.12	32	ACCOUNTANT	1	44,791.79
1	44,712.43	30	BUILDING MAINTENANCE CRAFTSMAN	1	44,724.96
1	40,490.50	28	PRINCIPAL BOOKKEEPER	1	40,891.39
2	77,986.38	27	PRINCIPAL CLERK	1	40,166.85
1	32,961.79	22	SENIOR CLERK & TYPIST	0	-
417	\$ 30,116,230.79		REGULAR SALARIES	392	\$ 28,600,188.52
	253,751.40		RECRUIT CLASS FEBRUARY 1 START		-
417	\$ 30,369,982.19		REGULAR SALARIES	392	\$ 28,600,188.52
AUTHORIZED UNFUNDED POSITIONS:					
0	-		CAPTAIN	1	-
0	-		LIEUTENANT	1	-
0	-		FIREFIGHTER	20	-
0	-		REGULAR SALARIES	22	-
	101,500.00		DEFIBRILLATOR STIPENDS (For Uniformed Personnel)		96,000.00
	101,500.00		CONFINED SPACES TRAINING STIPEND		96,000.00
	14,100.41		EDUCATIONAL STIPENDS (Fire Chief and 3 Deputies)		15,479.00
	14,935.91		LONGEVITY (Fire Chief and 3 Deputies)		16,102.00
	2,812.00		HAZARDOUS MAT (Fire Chief and 3 Deputies)		2,868.00
	16,112.80		EM INCENTIVE PAY		16,764.00
	134,976.10		OUT OF GRADE PAY		136,327.00
	1,630,641.75		HOLIDAY PAY		1,643,817.00
	2,016,578.97		CONTRACTUAL OBLIGATIONS		2,023,357.00
417	\$ 32,386,561.16		TOTAL SALARIES	414	\$ 30,623,545.52
	(555,000.00)		VACANCY FACTOR		(253,192.00)
	421,000.00		CLOTHING ALLOWANCE		384,000.00
417	\$ 32,252,561.16	260-91000	TOTAL RECOMMENDED PERSONAL SERVICES	414	\$ 30,754,353.52
	569,220.00		MANPOWER OVERTIME (ORDINARY TIME)		21,820.00
	389,720.00		MANPOWER OVERTIME (SUMMER 3 MONTHS)		66,883.00
	300,900.00		CONTRACTUAL SQUAD OVERTIME		300,900.00
	109,140.00		TRAINING OVERTIME		50,000.00
	87,720.00		RECRUIT CLASS TRAINING OVERTIME		-
	104,040.00		SPECIAL OPERATIONS OVERTIME		39,714.00
	104,040.00		OTHER OVERTIME		53,061.00
	\$ 1,664,780.00	260-97000	TOTAL RECOMMENDED OVERTIME		\$ 532,378.00



GERARD A. DIO, FIRE CHIEF

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

WORCESTER FIRE DEPARTMENT - DEPARTMENT #260

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	ORDINARY MAINTENANCE TITLE	PROPOSED FY10 AMOUNT
	\$ 49,370.00		ADMINISTRATION ORDINARY MAINTENANCE	\$ 50,205.00
	276,170.00		MAINTENANCE ORDINARY MAINTENANCE	278,470.00
	11,090.00		PREVENTION ORDINARY MAINTENANCE	5,870.00
	25,888.00		TRAINING ORDINARY MAINTENANCE	19,900.00
	10,500.00		SUPPRESSION ORDINARY MAINTENANCE	10,500.00
	21,615.00		SPECIAL OPERATIONS ORDINARY MAINTENANCE	21,615.00
	7,375.00		HEALTH & SAFETY ORDINARY MAINTENANCE	7,400.00
	49,457.00		SCBA RESPONSE UNIT ORDINARY MAINTENANCE	43,770.00
	15,624.50		EMERGENCY MANAGEMENT ORDINARY MAINTENANCE	-
	13,000.00		RECRUIT CLASS ORDINARY MAINTENANCE	-
	<u>\$ 480,089.50</u>		SUBTOTAL REGULAR ORDINARY MAINTENANCE	<u>\$ 437,730.00</u>
			ENERGY COSTS	
	\$ 162,750.00		ELECTRICITY	\$ 166,005.00
	100,000.00		NATURAL GAS	120,000.00
	5,000.00		HEATING OIL	10,300.00
	50,000.00		AUTO GASOLINE UNLEADED	56,100.00
	120,000.00		DIESEL FUEL	132,600.00
	<u>\$ 437,750.00</u>		SUBTOTAL ENERGY COSTS	<u>\$ 485,005.00</u>
	<u>\$ 917,839.50</u>		TOTAL ORDINARY MAINTENANCE	<u>\$ 922,735.00</u>
			FUNDING SOURCES:	
	\$ (4,000.00)		FROM RESERVE FUNDS	\$ (4,000.00)
	<u>\$ (4,000.00)</u>		TOTAL FUNDING SOURCES	<u>\$ (4,000.00)</u>
	<u>\$ 913,839.50</u>	260-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 918,735.00</u>
	<u>\$ 25,000.00</u>	260-93000	SAFETY EQUIPMENT (CONTRACTUAL)	<u>\$ 25,000.00</u>
	<u>\$ 34,856,180.66</u>		TOTAL RECOMMENDED TAX LEVY	<u>\$ 32,230,466.52</u>

DEPARTMENT OF EMERGENCY COMMUNICATIONS

David W. Clemons, Director

Police Headquarters

9-11 Lincoln Street

Worcester, Massachusetts 01608

(508) 799-1717

Departmental Mission Statement:

The mission of the Department of Emergency Communications is to enhance the quality of life of every person in Worcester by receiving and processing 9-1-1 emergency calls and non-emergency calls by dispatching the appropriate emergency responder units in a prompt, efficient, courteous and professional manner, to help save lives, protect property and assist the public; making Worcester a safer community in which to live, work, and visit.

Emergency Management Department:

The mission of the Emergency Management Department is to develop, coordinate, and lead the City's emergency management program, enabling effective preparation for, and efficient response to, emergencies and disasters in order to save lives, reduce human suffering and reduce property loss. To accomplish this mission, the Emergency Management Department:

- Develops plans and procedures to ensure the highest levels of mitigation, preparedness, response, and recovery.
- Maintains a comprehensive, risked-based, multi-hazard emergency management and training program.
- Coordinates federal, state, and local resources for mitigation, preparedness, response and recovery operations.

Department Overview:

The department is responsible for operating the Emergency Communications Center which answers all 9-1-1 calls, complaint calls, switchboard calls, and dispatches fire and police emergency responses. All requests for emergency assistance pass through the communications center and result in over approximately one hundred and twenty thousand emergency call responses per year. It is estimated that approximately five hundred thousand emergency and non-emergency telephone calls are answered each year.

The department is the agency that maintains the city-wide radio network backbone, used by all of the other city departments' communications functions. There are over 2,300 radio units on the system creating in excess of 28,000 radio transmissions per day.

The Emergency Management department is an expanded office consisting of the Metropolitan Medical Response System (MMRS) program which is designed to integrate public health programming and surveillance into the healthcare network of the regional hospitals, community health centers, and EMS services in the event of bioterrorism, pandemic, or other public health emergency.

DEPARTMENT OF EMERGENCY COMMUNICATIONS

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
SALARIES	\$ 2,108,005.24	\$ 2,217,865.48	91000	\$ 1,601,349.30
OVERTIME	181,702.09	143,820.00	97000	143,820.00
ORDINARY MAINTENANCE	349,855.07	398,812.00	92000	323,966.00
TOTAL	\$ 2,639,562.40	\$ 2,760,497.48		\$ 2,069,135.30
TOTAL POSITIONS	57	63		64

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

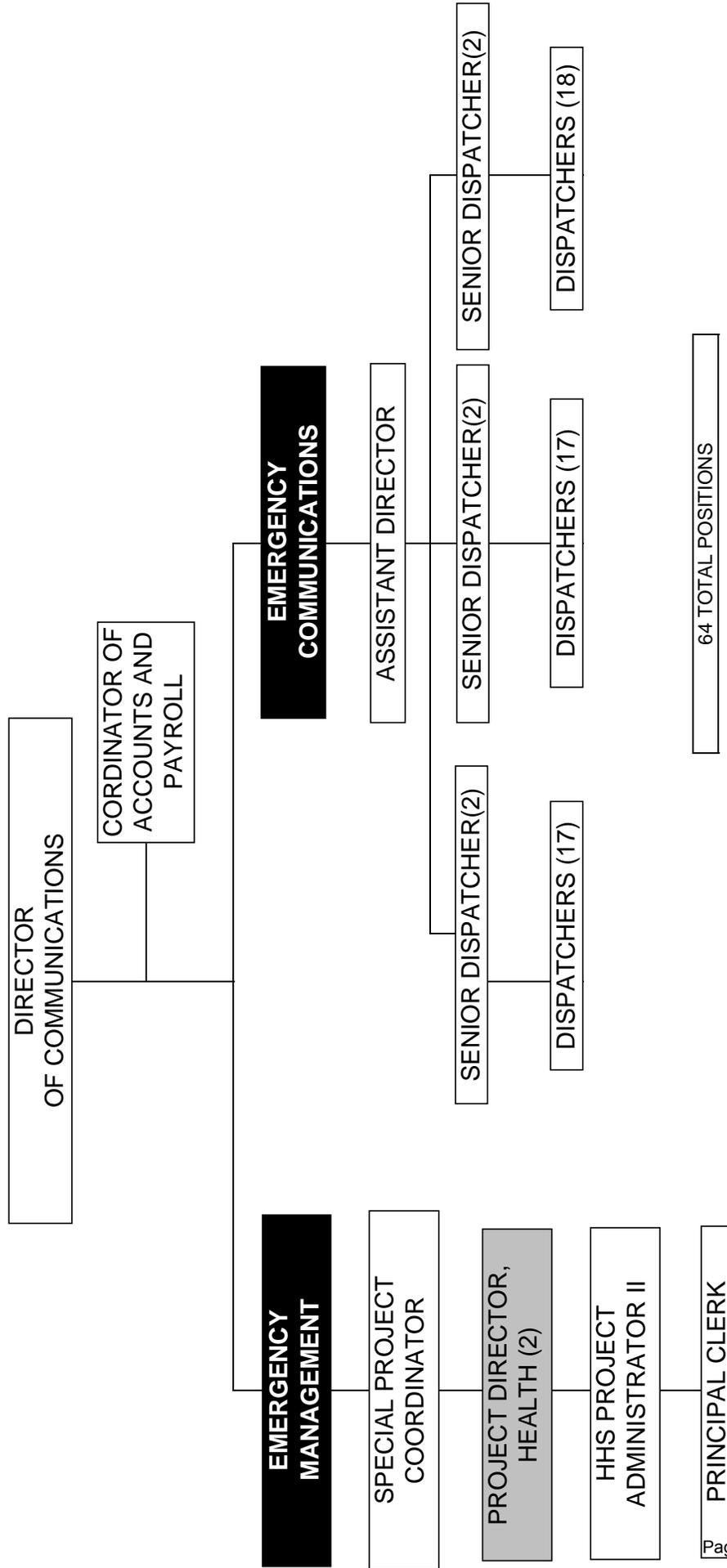
The total recommended tax levy Emergency Communications budget for Fiscal 2010 is \$2,069,135.30, which is a decrease of \$691,362.18 from the Fiscal 2009 budget amount of \$2,760,497.48.

The total Personal Services tax levy budget for Fiscal 2010 is recommended to be \$1,601,349.30 which is a decrease of \$616,516.18 from the Fiscal 2009 recommended tax levy Personal Services budget of \$2,217,865.48. This decrease is mainly due to the new 9-1-1 support grant funding of \$620,000 with an additional \$8,499.33 in other funding. This decrease is offset by a Emergency Management stipend for the Director, step increases and the full year impact of the mid-year 2% from Fiscal 2009 in the amount of \$1,983.15. There are 3 grant funded employees that were transferred to Emergency Communications from Health that are 100% funded by grants and 2 grant funded positions in Emergency Communications that were eliminated and have no bearing on the tax levy budget.

The Overtime budget of \$143,820 in Fiscal 2009 is recommended to be level funded in Fiscal 2010.

The tax levy Ordinary Maintenance budget for Fiscal 2010 is recommended to be \$323,966 which is a decrease of \$74,846 from the Fiscal 2009 budget amount of \$398,812. This decrease is mainly due to a reduction in the cost of the System Maintenance- Backbone of \$92,694 and a decrease in telephone cost of \$1,000. These decreases are offset by the Ordinary Maintenance costs associated with the addition of the Emergency Management program that was formerly budgeted in the Fire Department in the amount of \$15,270 along with other increased ordinary maintenance costs of \$3,578.

EMERGENCY COMMUNICATIONS DEPARTMENT ORGANIZATION CHART



64 TOTAL POSITIONS



DAVID W. CLEMONS, DIRECTOR

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF EMERGENCY COMMUNICATIONS - DEPARTMENT #270**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
COMMUNICATIONS:					
1	\$ 90,049.18	48EM	DIRECTOR OF COMMUNICATIONS	1	\$ 91,141.20
1	52,193.81	38M	ASSISTANT DIRECTOR	1	54,630.48
1	48,820.57	38M	COORDINATOR OF ACCOUNTS AND PAYROLL	1	49,297.68
6	268,266.88	30	SENIOR DISPATCHER	6	259,771.92
52	1,956,917.77	27	DISPATCHER	52	1,963,390.08
61	\$ 2,416,248.21		SALARIES	61	\$ 2,418,231.36
EMERGENCY MANAGEMENT:					
0	-	45M	SPECIAL PROJECT COORDINATOR	1	71,392.32
2	116,009.28	43M	PROJECT DIRECTOR, HEALTH	0	-
0	-	40M	HHS PROJECT ADMINISTRATOR II	1	65,646.72
0	-	27	PRINCIPAL CLERK	1	31,882.51
2	116,009.28			3	168,921.55
63	\$ 2,532,257.49		TOTAL REGULAR SALARIES	64	\$ 2,587,152.91
	81,076.00		HOLIDAY PAY		81,076.00
	(100,300.00)		VACANCY FACTOR		(100,300.00)
	1,085.00		EM INCENTIVE PAY		1,085.00
	-		EMERGENCY MANAGEMENT STIPEND		10,000.00
	27,000.00		STIPEND		27,000.00
63	\$ 2,541,118.49		TOTAL SALARIES	64	\$ 2,606,013.91
	(181,900.00)		FUNDING SOURCES: EMS FUNDING		(190,995.00)
	-		9-1-1 SUPPORT GRANT FUNDING		(620,000.00)
	-		METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT		(173,478.61)
	(116,009.28)		BT COALITION GRANT		-
	(25,343.73)		WRTA FUNDING		(20,191.00)
	(323,253.01)		TOTAL FUNDING SOURCES		(1,004,664.61)
63	\$ 2,217,865.48	270-91000	TOTAL RECOMMENDED PERSONAL SERVICES	64	\$ 1,601,349.30
	143,820.00		OVERTIME		143,820.00
	\$ 143,820.00	270-97000	TOTAL RECOMMENDED OVERTIME		\$ 143,820.00
	\$ 92,550.00		REGULAR ORDINARY MAINTENANCE		\$ 89,212.00
	-		EMERGENCY MANAGEMENT ORDINARY MAINTENANCE		15,270.00
	16,728.00		ELECTRICITY		16,728.00
	8,948.00		TELEPHONE		12,448.00
	35,392.00		TOWER SITE LEASE		37,808.00
	67,500.00		SYSTEM MAINTENANCE-SOFTWARE		67,500.00
	177,694.00		SYSTEM MAINTENANCE-BACKBONE		85,000.00
	\$ 398,812.00	270-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 323,966.00

DAVID W. CLEMONS, DIRECTOR

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF EMERGENCY COMMUNICATIONS - DEPARTMENT #27

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
			FRINGE BENEFITS:		
	\$ -		HEALTH INSURANCE		\$ 5,704.00
	-		RETIREMENT		18,129.00
	<u>\$ -</u>		TOTAL FRINGE BENEFITS		<u>\$ 23,833.00</u>
			FUNDING SOURCES:		
	-		METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT		(23,833.00)
	<u>-</u>		TOTAL FUNDING SOURCES		<u>(23,833.00)</u>
	<u>\$ -</u>	330-96000	TOTAL RECOMMENDED FRINGE BENEFITS		<u>\$ -</u>
	<u>\$ 2,760,497.48</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 2,069,135.30</u>

INSPECTIONAL SERVICES

Joseph R. Mikielian

Commissioner

25 Meade Street

Worcester, Massachusetts 01610

(508) 799-8531

Inspectional Services Department Mission Statement:

The mission of the Department of Inspectional Services is to:

- a. Provide our community with building, housing and sanitary inspections to include approved permitting documentation through exemplary customer service. These various functions are performed by trained/certified employees with specialized expertise utilizing current technology.
- b. Provide community education to enhance the living standard for all citizens in the City of Worcester

Building & Zoning Divisional Mission Statement:

The mission of the Building & Zoning Division is to:

- a. Provide inspectional, regulatory, and construction support to all operations through exemplary customer service, specialized expertise, modern technology, and community education to enhance the standard of living for all citizens in the City of Worcester

Housing & Health Inspections Division Mission Statement:

The mission of the Division of Housing and Health Inspections is to:

- a. Provide environmental and sanitary code inspectional services to enhance public health and safeguard our environment by assessing community regulatory compliance with consistent superior customer service

Inspectional Services Departmental Overview:

The Department of Inspectional Services is responsible for enhancing public safety, enforcing construction codes, improving community environmental health, ensuring decent, safe and sanitary housing conditions, performing regulatory functions and permitting to support and control development in the community.

The Department of Inspectional Services works to improve customer service, streamline permitting, and enhancing technology throughout all operations. To assist this process in the past year, a city wide re-organization created a separate distinct department to improve resource

allocation and focus primarily on regulatory services and customer service improvements. The Department is further responsible for the provision of exemplary community-based building construction, environmental and sanitary code inspectional services in accordance with Massachusetts' State Building, Environmental, and Sanitary Codes.

The **City-Wide Comprehensive Housing Enforcement Program** is designed to uphold and achieve compliance with the Massachusetts Sanitary Code, Minimum Standards of Fitness for Human Habitation throughout the City.

Building & Zoning Divisional Overview:

The Division of Building and Zoning is responsible for enhancing public safety, enforcing construction codes, ensuring decent, safe and energy efficient housing that will last for many years, as well as performing state mandated regulatory functions and permitting to support development in the community.

The **Division of Building and Zoning** continues its work to improve customer service, streamline permitting, and enhance technology throughout all operations. In the past year, many exciting changes and improvements have occurred including the inclusion in the new Department of Inspectional Services. The Division will now further focus our activities on exemplary customer service oriented building construction and code inspectional services in accordance with Massachusetts' State Building Code and City of Worcester Zoning Ordinance.

The Building and Zoning Division continues its rigorous enforcement of the construction codes including the Massachusetts State Building, Electrical, Plumbing and Gas Codes. A strict adherence to these building regulations has both improved the living conditions of existing dwellings and assured safety and quality in new construction. Our expert staff efficiently processes and inspects building permits, occupancy permits, perform certification inspections, and assist with the City's Abandoned Building Program.

The division is also primarily responsible for the interpretation and enforcement of the City Zoning Ordinance. Senior management attends all the Zoning Board of Appeals and Planning Board meeting in an advisory capacity. At the public's request the Zoning and Permitting Coordinator often researches and issues zoning determination letters which is our initial response to most development within the city. This updated process ensures that construction plans, permits, and zoning requirements are met for all permits filed.

As usual Senior Staff will continue to participate in the weekly Interdepartmental Review Team meetings to streamline the review process, with representatives from several key departments--Planning, Law, Public Works, and Fire Department--for construction projects in Worcester. Weekly meetings take place with key staff of the Planning and Regulatory Services division to review all new applications to the Planning Board and Zoning Board of Appeals.

Housing & Health Inspections Divisional Overview:

The **Division of Housing and Health Inspections** is responsible for providing a wide range of community based public health, and environmental inspectional services. The division programs are designed and implemented in an effort to enhance the quality of life in the City. Federal, State, and City ordinance requires the division to enforce all public health and environmental regulations to prevent the deterioration of acceptable standards.

Division personnel monitor food offered for consumption to ensure it is free from adulteration, properly labeled, identifiable, and manufactured at an approved source. All food establishments receive mandated inspections to determine compliance with the provisions contained within the Massachusetts Sanitary Code. The Air, Water, and Hazardous Material Division inspect the air and water quality of the community. The Worcester drinking water supply is comprehensively monitored from the reservoirs throughout the distribution system to ensure the highest quality of product. In addition, the division inspects swimming pools, natural bathing areas, responds to hazardous materials spills, and addresses complaints regarding air, noise, and odor pollution.

The **Housing Program** is designed to uphold and achieve compliance with the Massachusetts Sanitary Code, Minimum Standards of Fitness for Human Habitation. Inspectors perform systematic inspections, respond to complaints, issue orders or cite violations, and work with customers to address illegal dumping, dirty yards, housing violations, rodent control issues, as well as enforcement of the City's nuisance ordinance.

Upon request of the owner or tenant, the Lead Poisoning Prevention Program conducts environmental assessments to identify possible lead paint hazards and violations. Proactively, medical case management and family lead counseling is provided to prevent elevated blood lead levels in children under the age of six.

The Weights & Measures program ensures all weighing or measuring devices in the city are inspected and sealed to ensure accurate exchange of commodities purchased.

As an integral component of the new Department of Inspectional Services, the **Division of Housing and Health Inspections** will work to improve customer service, streamline permitting, and enhance technology throughout all operations. The Division is further responsible for the provision of exemplary community-based environmental and sanitary code inspectional services in accordance with Massachusetts' State Environmental and Sanitary Codes.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 1,542,949.15	\$ 3,058,345.43	91000	\$ 2,629,516.55
OVERTIME	43,600.00	86,433.00	97000	75,733.00
ORDINARY MAINTENANCE	68,989.50	191,463.00	92000	167,089.00
TOTAL	\$ 1,655,538.65	\$ 3,336,241.43		\$ 2,872,338.55
TOTAL POSITIONS	71	70		58

FISCAL 2010 BUDGET OVERVIEW**Expenditures:**

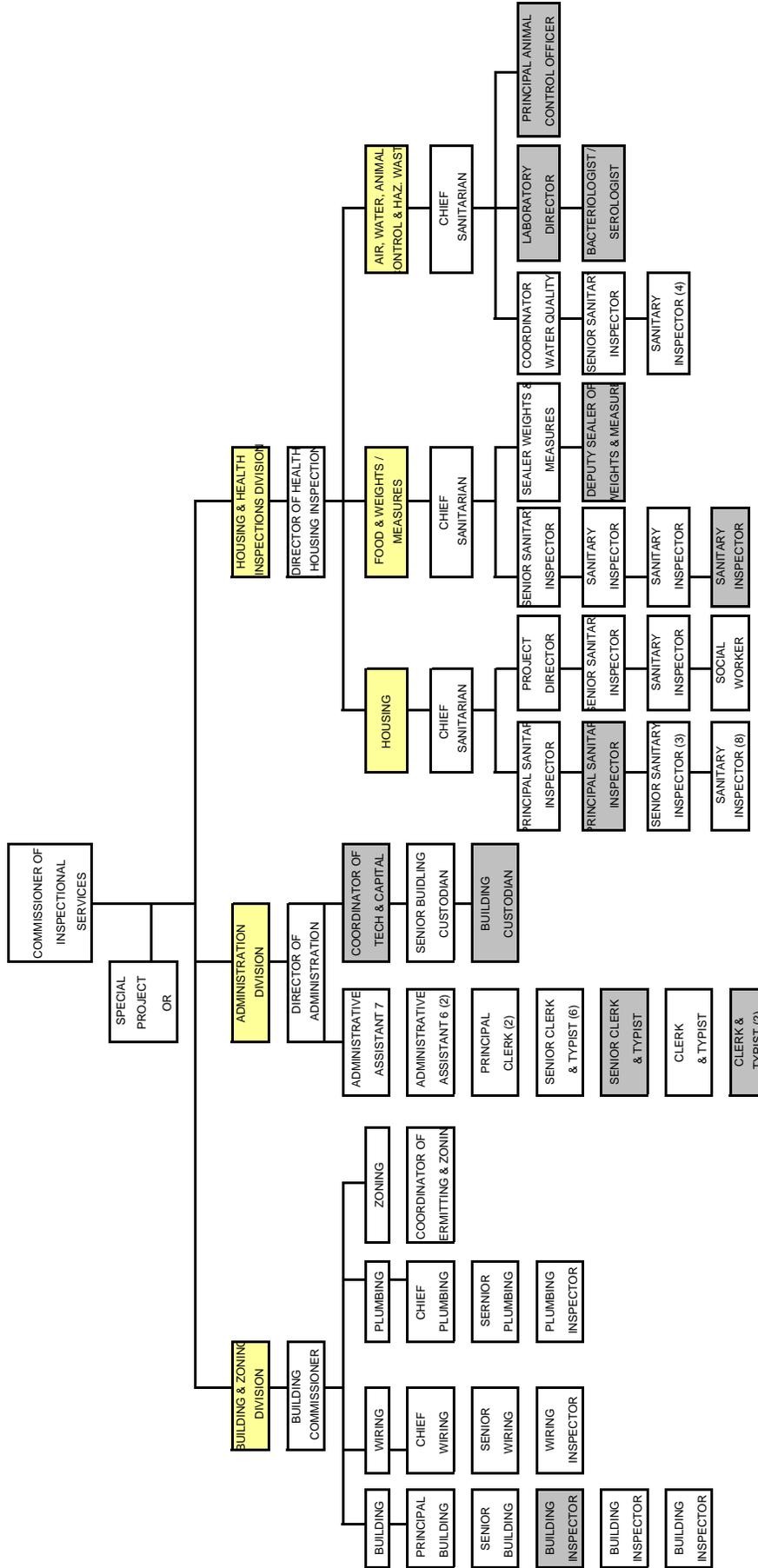
The total recommended Fiscal 2010 tax levy budget for Inspectional Services is \$2,872,338.55, which represents a decrease of \$463,902.88 from the Fiscal 2009 budget amount of \$3,336,241.43.

The recommended tax levy budget for personal services for Fiscal 2009 is \$2,629,516.55, which is a decrease of \$428,828.88 from the Fiscal 2009 budget amount of \$3,058,345.43. This decrease in personal services is attributed to the elimination of twelve positions within the Department of Inspectional Services. The Building & Zoning Division eliminated one Building Inspector position, the Administration Division eliminated five positions; two Clerk & Typists, a Senior Clerk & Typist, the Coordinator of Technology and Capital, and the Building Custodian position. The Housing Division eliminated one Principal Sanitary Inspector and the Food & Weights and Measures Division has eliminated the positions of Sanitary Inspector and Deputy Sealer of Weights and Measures. The Air, Water, Animal Control and Hazardous Waste Division has eliminated four positions; the Principal Animal Control Officer, the Laboratory Director and the Bacteriologist/Serologist positions. The two laboratory positions were eliminated in Fiscal 2010 due to the closing of the laboratory. The two Senior Animal Control Officers are being transferred to the Worcester Police Department. The remainder of this decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The total recommended Fiscal 2010 overtime budget is \$75,733.00, a decrease of \$10,700.00 from the Fiscal 2010 budget of \$86,433.00.

The division's total tax levy ordinary maintenance budget is recommended to decrease from \$191,463.00 in Fiscal 2009 to \$167,089.00 in Fiscal 2010 for a decrease of \$24,374.00 which is a result of the elimination of the laboratory. Ordinary Maintenance funds have been retained in the department to allow for continued periodic water testing at outside facilities.

CITY OF WORCESTER
Department of Inspectional Services



58 POSITIONS



JOSEPH R. MIKIELIAN, COMMISSIONER OF INSPECTIONAL SERVICES
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF INSPECTIONAL SERVICES- DEPARTMENT #280

FY09					FY10	
TOTAL	APPROVED	PAY			TOTAL	PROPOSED
POSITIONS	FY09 AMOUNT	GRADE	TITLE		POSITIONS	FY10 AMOUNT
INSPECTIONAL SERVICES ADMINISTRATION DIVISION:						
1	\$ 100,445.95	58CM	COMMISSIONER OF INSPECTIONAL SERVICES		1	\$ 101,440.47
1	78,260.54	47EM	DIRECTOR OF ADMINISTRATION		1	79,035.39
1	67,484.16	45M	SPECIAL PROJECT COORDINATOR		1	72,943.36
1	48,686.52	38M	COORDINATOR OF TECHNOLOGY & CAPITAL ASSETS		0	-
1	60,503.77	38M	ADMINISTRATIVE ASSISTANT, GRADE 8		0	-
1	51,372.32	35	ADMINISTRATIVE ASSISTANT, GRADE 7		1	51,880.95
1	47,977.02	33	ADMINISTRATIVE ASSISTANT, GRADE 6		2	96,914.52
1	43,168.77	30	SENIOR BUILDING CUSTODIAN FOR HHS		1	38,457.36
2	67,779.40	27	PRINCIPAL CLERK		2	74,284.40
1	34,752.96	25	BUILDING CUSTODIAN		0	-
7	224,194.22	22	SENIOR CLERK AND TYPIST		6	194,307.88
3	81,746.09	18	CLERK AND TYPIST		1	29,071.22
21	906,371.72		REGULAR SALARIES		16	738,335.55
BUILDING & ZONING DIVISION:						
1	79,104.09	51EM	BUILDING COMMISSIONER		1	79,887.30
1	78,070.74	45M	COORDINATOR OF PERMITTING & ZONING		1	78,842.88
1	72,461.12	43M	CHIEF WIRE INSPECTOR		1	73,184.40
1	72,461.12	43M	CHIEF PLUMBING & GASFITTING INSPECTOR		1	73,184.40
1	68,932.74	43M	PRINCIPAL BUILDING INSPECTOR		1	72,188.80
1	62,681.44	39HC	SENIOR BUILDING INSPECTOR		1	64,948.96
1	66,579.36	39HC	SENIOR WIRING INSPECTOR		1	46,854.72
1	66,579.36	39HC	SENIOR PLUMBING & GASFITTING INSPECTOR		1	68,444.64
3	156,084.32	35HC	BUILDING INSPECTOR		2	109,406.16
1	49,815.84	35HC	PLUMBING AND GASFITTING INSPECTOR		1	51,590.64
1	59,288.80	35HC	WIRING INSPECTOR		1	59,424.48
13	832,058.92		REGULAR SALARIES		12	777,957.38
HOUSING INSPECTIONS DIVISION:						
1	81,170.79	51EM	DIRECTOR OF HOUSING & HEALTH INSPECTIONS		1	81,974.46
1	64,995.68	45M	CHIEF SANITARIAN		1	68,152.32
1	56,475.81	43M	PROJECT DIRECTOR, HEALTH		1	65,646.72
2	122,983.20	36HC	PRINCIPAL SANITARY INSPECTOR		1	61,491.60
1	48,881.98	36	SOCIAL WORKER		1	51,083.36
4	221,077.44	33HC	SENIOR SANITARY INSPECTOR		4	219,976.56
8	366,435.04	31HC	SANITARY INSPECTOR		8	371,431.44
18	962,019.94		REGULAR SALARIES		17	919,756.46
HEALTH INSPECTIONS DIVISION:						
2	129,894.48	45M	CHIEF SANITARIAN		2	136,199.04
1	72,461.12	43M	SEALER OF WEIGHTS AND MEASURES		1	58,015.68
1	67,484.16	41M	PUBLIC HEALTH LABORATORY DIRECTOR		0	-
1	56,689.20	39	P. H. COORDINATOR WATER QUALITY CONTROL		1	61,491.60
2	110,538.72	33HC	SENIOR SANITARY INSPECTOR		2	110,538.72
1	59,257.44	36HC	PRINCIPAL ANIMAL CONTROL OFFICER, LICENSED		0	-
1	47,836.08	32	DEPUTY SEALER OF WEIGHTS AND MEASURES		0	-
8	386,206.80	31HC	SANITARY INSPECTOR		7	323,175.12
1	46,311.84	31	BACTERIOLOGIST/ SEROLOGIST		0	-
18	976,679.84		REGULAR SALARIES		13	689,420.16
70	3,677,130.43		TOTAL REGULAR SALARIES		58	3,125,469.55



JOSEPH R. MIKIELIAN, COMMISSIONER OF INSPECTIONAL SERVICES
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF INSPECTIONAL SERVICES- DEPARTMENT #280

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	(69,265.00)		VACANCY FACTOR		(69,265.00)
	13,959.00		EM INCENTIVE PAY		13,959.00
	5,429.00		CONTRACTUAL STIPENDS		5,429.00
	<u>3,627,253.43</u>		TOTAL SALARIES		<u>3,075,592.55</u>
			FUNDING SOURCES:		
	(177,054.00)		CDBG GRANT		(121,288.00)
	(145,325.00)		LEAD GRANT		(172,344.00)
	(19,344.00)		LEAD ABATEMENT GRANT		-
	(48,882.00)		CHILDHOOD LEAD POISONING GRANT		(51,083.00)
	(76,876.00)		SEWER REVENUES		(29,736.00)
	(101,427.00)		WATER REVENUES		(71,625.00)
	<u>(568,908.00)</u>		TOTAL FUNDING SOURCES		<u>(446,076.00)</u>
	<u>\$ 3,058,345.43</u>	280-91000	TOTAL RECOMMENDED PERSONNEL SERVICES		<u>\$ 2,629,516.55</u>
	81,433.00		REGULAR OVERTIME		70,733.00
	5,000.00		SEWER INSPECTIONS		5,000.00
	<u>\$ 86,433.00</u>	280-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 75,733.00</u>
	\$ 77,220.00		ELECTRICITY	\$	77,220.00
	13,200.00		NATURAL GAS		13,200.00
	31,000.00		TELEPHONE		31,000.00
	110,577.00		BUILDING & OPERATIONAL		86,203.00
	8,371.00		CDBG ORDINARY MAINTENANCE		8,371.00
	26,367.00		LEAD ORDINARY MAINTENANCE		26,367.00
	21,479.00		CHILD LEAD POISONING ORDINARY MAINTENANCE		21,479.00
	<u>\$ 288,214.00</u>		TOTAL ORDINARY MAINTENANCE	<u>\$</u>	<u>263,840.00</u>
			FUNDING SOURCES:		
	(56,217.00)		FEDERAL BLOCK GRANT		(56,217.00)
	(11,252.00)		SEWER REVENUES		(11,252.00)
	(29,282.00)		WATER REVENUES		(29,282.00)
	<u>(96,751.00)</u>		TOTAL FUNDING SOURCES		<u>(96,751.00)</u>
	<u>\$ 191,463.00</u>	280-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$</u>	<u>167,089.00</u>
	\$ 68,798.00		FRINGE BENEFITS: HEALTH INSURANCE	\$	54,156.00
	38,762.00		RETIREMENT		35,983.00
	<u>\$ 107,560.00</u>		TOTAL FRINGE BENEFITS	<u>\$</u>	<u>90,139.00</u>
			FUNDING SOURCES:		
	(53,412.00)		CDBG GRANT		(29,749.00)
	(48,973.00)		LEAD GRANT		(54,985.00)
	(5,175.00)		CHILDHOOD LEAD POISONING GRANT		(5,404.00)
	<u>(107,560.00)</u>		TOTAL FUNDING SOURCES		<u>(90,139.00)</u>
	<u>\$ -</u>	280-96000	TOTAL RECOMMENDED FRINGE BENEFITS	<u>\$</u>	<u>-</u>
	<u>\$ 3,336,241.43</u>		TOTAL RECOMMENDED TAX LEVY	<u>\$</u>	<u>2,872,338.55</u>

WORCESTER PUBLIC SCHOOLS

Dr. Deirdre Loughlin, ED. D.

Interim Superintendent

Durkin Administration Building

20 Irving Street

Worcester, Massachusetts 01609

(508) 799-3116

Departmental Mission Statement:

The mission of the Worcester Public Schools is to:

- a. Provide learners with a quality education in a safe and healthy environment
- b. Support students, parents, educators, and citizens in their pursuit of lifelong learning
- c. Achieve the goals and priorities established for the 2009-2010 academic school year.
- d. Recognize the importance of family and community participation in an effort to reach these goals
- e. Provide all students with the education necessary to ensure they have the requisite skills to be productive and contributing citizens of the twenty-first century

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The Worcester Public School Fiscal 2010 general fund budget is recommended to be \$252,467,330.00. This funding level represents a decrease of \$4,140,474.00 from Fiscal 2009 general fund level of \$256,607,804.00.



DR. DEIRDRE LOUGHLIN, ED.D., INTERIM SUPERINTENDENT
CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010
WORCESTER PUBLIC SCHOOLS - DEPARTMENT #500

APPROVED FY09 AMOUNT	PAY GRADE	TITLE	RECOMMENDED FY10 AMOUNT
<u>\$ 256,607,804.00</u>		TOTAL RECOMMENDED BUDGET TAX LEVY	<u>\$ 252,467,330.00</u>

WORCESTER MEMORIAL AUDITORIUM

Lee F. Bartlett

Chairman

Lincoln Square

Worcester, Massachusetts 01605

(508) 755-6800

Divisional Overview:

The Worcester Auditorium, under the authority of Article Six of the Home Rule Charter was established as a Board of Trustee- Memorial Auditorium, a Department of the City, under the jurisdiction of the City Manager. It shall function as a department, through the Board of Trustees, to establish and maintain memorials in accordance with the law for the inhabitants of the City who served in the Armed Forces in time of war. Under contract with the State, the Worcester County Juvenile Court leases space within this City owned building.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
ORDINARY MAINTENANCE	\$ 117,715.73	\$ 119,706.00	92000	\$ 121,506.00
TOTAL	\$ 117,715.73	\$ 119,706.00		\$ 121,506.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The recommended tax levy budget for the Worcester Memorial Auditorium is \$121,506, a net increase of \$1,800 compared to the Fiscal 2009 amount of \$119,706. This is recommended to supplement the projected increase cost for the cleaning services contract. The installation of a new natural gas boiler will eliminate the need for boiler repairs in Fiscal 2010.

The debt service for the Worcester Auditorium which was charged to a special revenue account will be funded through the tax levy budget in Fiscal 2010.



LEE F. BARTLETT, CHAIRMAN

**CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
WORCESTER MEMORIAL AUDITORIUM- #740**

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
60,000.00	FUEL OIL	-
9,000.00	NATURAL GAS	69,000.00
32,506.00	ELECTRICITY	32,506.00
11,500.00	BOILER REPAIRS	-
6,700.00	ORDINARY MAINTENANCE/REPAIRS/OTHER SUPPLIES	20,000.00
<u>\$ 119,706.00</u>	740-92000 TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 121,506.00</u>
<hr/>		
<u>\$ 119,706.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 121,506.00</u>

**DEPARTMENT OF PUBLIC WORKS & PARKS
CITY MESSENGER**

Robert L. Moylan Jr.
Commissioner
City Hall
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1295

Divisional Mission Statement:

The mission of the City Messenger Division is to:

- a. Provide for the efficient and effective maintenance and management of City Hall in order to enhance the beauty of the building for the comfort and enjoyment of all employees and the general public

Divisional Overview:

The City Messenger Section maintains and manages City Hall. This Section also manages the citywide phone system. The facility is under the direction of the Commissioner of Public Works and Parks and falls under the Parks, Recreation and Cemetery Division. The Department's maintenance staff performs day-to-day operations and maintenance for City Hall. These tasks include general custodial work, event setup & takedown, general oversight of the mechanical systems and building security. The Tele-Management Section continues to manage all aspects of the City phone system to include new installations, repair requests, accounts payable and receivables, etc.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
EXPENDITURES		Fiscal 2009		Fiscal 2010
SALARIES	\$ 111,337.52	\$ 36,357.09	91000	\$ 38,001.60
OVERTIME	21,802.49	7,072.00	97000	7,072.00
ORDINARY MAINTENANCE	269,725.41	348,596.00	92000	348,596.00
CENTREX	106,107.78	133,000.00	92000	133,000.00
TOTAL	\$ 508,973.20	\$ 525,025.09		\$ 526,669.60
TOTAL POSITIONS	3	1		1

FISCAL 2010 BUDGET OVERVIEW**Expenditures:**

The City Messenger tax levy budget for Fiscal 2010 is recommended to be \$526,669.60, an overall increase of \$1,644.51 from the approved budget for Fiscal 2009 of \$525,025.09.

The recommended increase in the Personal Services budget of \$1,641.51 represents step increases and full year impact of the mid-year 2% from Fiscal 2009.

The Ordinary Maintenance budget is level funded at \$348,596. This will be used to fund fuel oil and the cost electricity. Expenses to be paid from this account in Fiscal 2010 include Fuel & Oil \$115,000, Electricity \$109,464, Maintenance & Repair \$30,000, Natural Gas \$1,600 and Other Supplies \$30,900. This account includes janitorial supplies, paper towels, toilet paper, plastic liners, paper, ice melt, and cleaning supplies. The remaining \$1,600 is for regular telephone expenses and associated costs. \$60,000 of the Ordinary Maintenance expenditures is included to cover the cost of professional cleaning services.

The financial administration for the City Hall telephone system is performed by the office of City Messenger. The recommended Fiscal 2009 tax levy budget for the Centrex telephones is level funded at \$133,000 for the 10 year contract with Verizon. The contract rate is \$12.50 per line and will run through 6/30/08 with the maximum end date of 6/30/14.



ROBERT L. MOYLAN JR., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

CITY MESSENGER- DIVISION #110

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 36,357.09	26	BUILDING MAINTENANCE MAN	1	\$ 38,001.60
1	36,357.09	110-91000	TOTAL RECOMMENDED SALARIES	1	38,001.60
	<u>7,072.00</u>	110-97000	TOTAL RECOMMENDED OVERTIME		<u>7,072.00</u>
	30,900.00		CITY MESSENGER ORDINARY MAINTENANCE		30,900.00
	30,000.00		MAINTENANCE & REPAIR		30,000.00
	60,000.00		CLEANING SERVICES		60,000.00
	109,464.00		ELECTRICITY		109,464.00
	1,600.00		TELEPHONE		1,600.00
	115,000.00		FUEL & OIL		115,000.00
	1,632.00		NATURAL GAS		1,632.00
	133,000.00		CENTREX TELEPHONE		133,000.00
	<u>\$ 481,596.00</u>	110-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 481,596.00</u>
	<u>\$ 525,025.09</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 526,669.60</u>

Joseph M. Capone,
Commission Chairman
50 Foster Street
Worcester, Massachusetts 01608
(508) 791-0947

Divisional Mission Statement:

The mission of the Civic Center Commission is to:

- a. Oversee the operation of the DCU Center Arena and Convention Center facility
- b. Protect the interests of the City of Worcester in its business dealings with the facilities management group, all third party vendors, and contractors

Divisional Overview:

The general function of the Civic Center Commission is to serve as the liaison between SMG and the City of Worcester. The Commission oversees the operation of DCU Center Arena. They will continue to monitor and evaluate the effective performance of the city's contract with this agency to include the review of the financial statements, to ensure that a financial audit is implemented and the auditors findings are presented to the City of Worcester under separate report, and to enforce the receipt of all funds due the city. The Commission will continue to promote the new complex as a regional host to conventions, meetings, and events.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
ARENA				
ORDINARY MAINTENANCE	\$ 294,408.84	\$ 279,729.00	92000	\$ 279,504.00
DEBT SERVICE ARENA	413,744.38	428,425.00	94000	500,138.20
DEBT SERVICE SPECIAL DIST.	-	-	94000	79,072.50
DEBT SERVICE SCOREBOARD	-	261,045.00	94000	252,626.50
TOTAL ARENA	\$ 708,153.22	\$ 969,199.00		\$ 1,111,341.20
CONVENTION CENTER				
ORDINARY MAINTENANCE	\$ 295,386.58	\$ 266,437.00	92000	\$ 270,097.92
OPERATING DEFICIT	-	375,507.00	92000	255,567.00
TOTAL CONVENTION CENTER	\$ 295,386.58	\$ 641,944.00		\$ 525,664.92
TOTAL EXPENDITURES	\$ 1,003,539.80	\$ 1,611,143.00		\$ 1,637,006.12
FUNDING SOURCES				
DCU ARENA OPERATING REV.	\$ 692,318.31	\$ 786,863.00		\$ 708,393.40
FACILITY FEE SURCHARGE	269,681.50	261,045.00		252,626.50
SPECIAL DISTRICT FINANCING	-	-		79,072.50
DCU NAMING RIGHTS	-	314,114.00		-
GENERAL FUND REVENUES	41,539.99	249,121.00		596,913.72
TOTAL FUNDING SOURCE	\$ 1,003,539.80	\$ 1,611,143.00		\$ 1,637,006.12

FISCAL 2010 BUDGET OVERVIEW**Revenues:**

The DCU Center's Arena and Convention Center projected revenues to be used to finance the operating budget will be \$708,393.40 from Arena Lease income. Included in the Arena lease income is \$75,000 which represents additional revenues projected to be derived from new ticket surcharge on events; \$252,626.50 in facility surcharge revenues to pay for the debt service cost of the DCU scoreboard and lighting; \$79,072.50 in Special District Financing funds will be used fund debt cost associated with improvement design and system upgrades. To finance the balance of \$1.381 million in operating expenses, debt service payments, and the projected operating loss at the Convention Center the Fiscal 2010 budget recommends that \$596,913.72 from General Fund Tax Levy be budgeted to pay for the cost of operations. The detailed revenue forecast projection for both the Arena and Convention Center facilities are presented for further clarity on the DCU Center and Convention Center revenue source.

Expenditures:**Arena Operating Costs:**

In Fiscal 2010, \$279,504 will be used to finance the operating costs of the DCU Center Arena. These operating costs are as follows; Worcester Management Contract (\$150,000), Building Insurance (\$79,380), Accounting Consultant (\$13,534) and the balance of (\$15,021) will be used for ordinary maintenance expenses. Additionally (\$21,569) will be used for property, business interruption insurance and boiler insurance.

Convention Center (City required) Operating Expenses:

In Fiscal 2010, \$270,097.92 is budgeted for operating costs of the Convention Center Arena. These operating costs are as follows: the Worcester Management Contract (\$163,639.92), Building Insurance (\$71,442) and Accountant Consultant (\$9,023). The cost of building liability insurance will be \$24,262 and \$1,731 for Boiler insurance.

Convention Center's Projected FY 2009 Year End Operating Deficit:

The Convention Center is projected to realize operating revenues of approximately \$1,552,121 in Fiscal 2009. Operating expenses are forecasted at \$1,807,688, resulting in a net operating loss of \$255,567. Revenues from the Arena will be used to reimburse the facility for this operating loss resulting in fewer revenues available for use to finance the facilities operations. This requires additional tax levy funds to be appropriated to finance the costs of operating the Convention Center facility.

Arena Debt Service and Score Board Debt Service:

DCU Center revenues will be used to pay for the existing debt service for the Arena facility and for recent capital improvements made to the complex respectively, for the building in the amount of \$500,128.20; a total of \$252,625.50 is needed to account for the scoreboard and exterior signage and \$79,072.50 will be used to pay for improvements related to the Special District Financing. This projection totals \$831,837.20, an increase of \$143,367.20 compared to the Fiscal 2009 budget amount of \$689,470.00.



JOSEPH M. CAPONE, COMMISSION CHAIRMAN
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 2010
DCU CENTER- DIVISION #750

DCU ARENA-ORGANIZATION #7502

APPROVED F09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 150,375.00	MANAGEMENT FEES	\$ 150,000.00
18,427.00	PROPERTY INSURANCE	18,427.00
1,676.00	BUSINESS INTERRUPTION INSURANCE	1,760.00
1,316.00	BOILER INSURANCE	1,382.00
79,380.00	LIABILITY INSURANCE	79,380.00
13,534.00	ACCOUNTING CONSULTANT	13,534.00
15,021.00	ORDINARY MAINTENANCE & SUPPLIES	15,021.00
<u>\$ 279,729.00</u>	7502-92000 TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 279,504.00</u>

CONVENTION CENTER - ORGANIZATION #7501

\$ 160,061.00	MANAGEMENT FEES	\$ 163,639.92
9,023.00	ACCOUNTING CONSULTANT	9,023.00
24,262.00	PROPERTY INSURANCE	24,262.00
1,649.00	BOILER INSURANCE	1,731.00
<u>71,442.00</u>	LIABILITY INSURANCE	<u>71,442.00</u>
<u>266,437.00</u>		<u>270,097.92</u>
<u>\$ 375,507.00</u>	PRIOR YEAR CONVENTION CENTER OPERATING LOSS	<u>\$ 255,567.00</u>

DCU ORGANIZATION DEBT SERVICE

\$ 224,188.00	DEBT BUILDING PRINCIPAL	\$ 361,820.00
204,237.00	DEBT BUILDING INTEREST	138,318.20
-	DEBT- SPECIAL DISTRICT PRINCIPAL	33,000.00
-	DEBT- SPECIAL DISTRICT INTEREST	46,072.50
153,000.00	DEBT - SCOREBOARD/SIGNAGE PRINCIPAL	152,000.00
108,045.00	DEBT - SCOREBOARD/SIGNAGE INTEREST	100,626.50
<u>689,470.00</u>	TOTAL DEBT SERVICE	<u>831,837.20</u>
<u>\$ 1,611,143.00</u>	TOTAL OPERATING EXPENSES FOR DCU FACILITY	<u>\$ 1,637,006.12</u>
	FUNDING SOURCES:	
(786,863.00)	DCU ARENA NET OPERATING INCOME	(708,393.40)
(261,045.00)	SCOREBOARD TICKET SURCHARGE REVENUES	(252,626.50)
-	DCU SPECIAL DISTRICT FINANCING	(79,072.50)
<u>(314,114.00)</u>	DCU NAMING RIGHTS	-
<u>(1,362,022.00)</u>	TOTAL AVAILABLE REVENUES	<u>(1,040,092.40)</u>
<u>\$ 249,121.00</u>	750-92000 RECOMMENDED GENERAL FUND TAX LEVY BUDGET	<u>\$ 596,913.72</u>

**DCU Center Fund
Arena Component
Schedule of Adjusted Gross Revenues
FY 2005-2010**

	Estimated 2009	FY 2008	FY 2007	FY 2006	FY 2005
Net Event Direct Income	908,853	865,574	1,069,627	1,104,085	1,226,888
Event ancillary income					
Net food and beverage	799,188	761,131	854,758	667,130	1,007,560
Net novelty revenue	184,448	175,665	185,602	137,961	157,529
Event Income	<u>1,892,489</u>	<u>1,802,370</u>	<u>2,109,987</u>	<u>1,909,176</u>	<u>2,391,977</u>
Other income					
Advertising	716,752	682,621	556,135	543,841	597,648
New service fees	253,847	241,759	254,800	254,450	263,554
Ticket service fees	597,025	568,595	680,115	498,758	456,393
Interest	47,277	45,026	81,512	51,135	30,744
Other	245,135	233,462	164,077	237,292	209,044
Other Income	<u>1,860,036</u>	<u>1,771,463</u>	<u>1,736,639</u>	<u>1,585,476</u>	<u>1,557,383</u>
Adjusted Gross Revenue	<u>3,752,525</u>	<u>3,573,833</u>	<u>3,846,626</u>	<u>3,494,652</u>	<u>3,949,360</u>
Indirect expenses	<u>2,371,895</u>	<u>2,237,637</u>	<u>2,403,495</u>	<u>2,086,632</u>	<u>2,365,807</u>
Net income per lease	<u>\$ 1,380,629</u>	<u>\$ 1,336,196</u>	<u>\$ 1,443,131</u>	<u>\$ 1,408,020</u>	<u>\$ 1,583,553</u>
Net income / to City	\$ 888,961	\$ 801,718	\$ 865,878	\$ 844,812	\$ 950,132
Convention Center Loss	\$ 255,567	\$ 250,000	\$ 217,060	\$ 204,306	
Net Proceed from DCU	\$ 633,394	\$ 551,718	\$ 648,818	\$ 640,506	
Actual Received from DCU		\$ 562,472	\$ 692,318	\$ 684,006	

Source document for this information is the DCU Arena Fund Audited Financial Statements for 2008-2005

Fiscal 2009 are estimates and subject to change; reflects a 5 % increase in all categories and 6% in indirect expenses

**DCU Center Fund
Convention Center Component
Schedule of Adjusted Gross Revenues
FY 2005-2010**

	Estimated				
	FY	FY	FY	FY	FY
	2009	2008	2007	2006	2005
Operating Revenue					
Rental Income	1,108,468	1,055,684	1,011,343	1,014,341	1,053,728
Services Income	151,129	143,932	197,229	158,832	147,407
Commissions Foob/Beverage	306,983	292,365	311,436	243,937	285,185
Other Income	54,206	51,625	43,569	40,248	43,903
Naming Rights					
Total Operating Income	1,620,786	1,543,606	1,563,577	1,457,358	1,530,223
Operating Expenses					
SMG Operating Expenses	1,876,353	1,793,606	1,692,564	1,661,664	1,622,439
Operating Surplus/(Loss)	(255,567)	(250,000)	(217,060)	(204,306)	(92,216)

Source document for this information is the Convention Center Fund Audited Financial Statements for 2008-2005.

FY 2009 figures are restmated and are subject to change. Actual amount of deficit will not be known until the year end audit is completed.

FY 2009 figures are adjusted to reflect a 5% increase in all categories.

WORCESTER MUNICIPAL GOLF COURSE AT GREEN HILL PARK

Robert L. Moylan Jr.

Commissioner

2 Green Hill Avenue

Worcester, Massachusetts 01605

(508) 799-1359

Departmental Mission Statement:

The mission of the Green Hill Golf Course is to:

- a. Provide a first class municipal golf experience fully funded through its revenues by efficiently and innovatively managing the City's 18-hole municipal golf course

Departmental Overview:

This Division of the Parks, Recreation, and Cemetery maintains and manages a par 72, 18-hole municipal golf course offering City residents and non-City residents alike an exciting and challenging round of golf along with providing the industry standard amenities and services to these golfers. Through management and operational changes the course continues to expand the facilities player base, by offering golf skill training classes as well as events that include multipliable generations. This season Valley Crest Golf Course Maintenance will again maintain Green Hill Municipal Golf Course. Valley Crest continues to improve the overall operation and appearance of the facility through a set preventative and scheduled maintenance program. These investments focus on continued improvement to the image, playability, and overall golf experience of Green Hill.

WORCESTER MUNICIPAL GOLF COURSE AT GREEN HILL PARK

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 213,540.40	\$ 224,458.69	91000	\$ 212,967.77
OVERTIME	340.65	-	97000	-
ORDINARY MAINTENANCE	663,557.99	670,625.00	92000	649,802.00
CAPITAL OUTLAY	-	-	93000	-
DEBT SERVICE	124,175.31	167,000.00	94000	185,689.00
TRANSFER OF SERVICES	71,850.00	76,998.00	95000	31,187.28
FRINGE BENEFITS	94,688.48	110,659.00	96000	135,234.05
TOTAL EXPENDITURES	\$ 1,168,152.83	\$ 1,249,740.69		\$ 1,214,880.10
TOTAL POSITIONS	6	6		6

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total recommended Fiscal 2010 budget for the Worcester Municipal Golf Course at Green Hill Park is \$1,214,880.10, a decrease of \$34,860.59 compared to the Fiscal 2009 budget amount of \$1,249,740.69. The Fiscal 2010 budget for the Golf Course will continue to be funded through golf course revenues in the amount of \$1,214,880.10. No tax levy subsidy is expected to fund the Golf Course operations in Fiscal 2010.

The Fiscal 2010 Personal Services budget is recommended to be \$212,967.77. This represents a net decrease of \$11,490.92. The recommended Personal Services budget reflects employee step increases and the full year impact of the mid-year 2% from Fiscal 2009, and \$12,964 reduction in Temporary Staff service cost. There are only (2) full time employees at the Golf Course. All others are temporary employees.

The ordinary maintenance budget for Fiscal 2010 is recommended to be \$649,802. The budget includes \$454,701 for the maintenance contract of the golf course; \$40,000 for the cost of watering tees and fairways with the state-of-the-art turf irrigation system; \$68,340 for pro-shop supplies; \$12,444 for electricity and the remaining \$74,317 for the other ordinary maintenance necessary supplies and services for the operation of the Golf Course. The Ordinary Maintenance budget reflects a reduction of \$40,000 for food services. This program will be serviced by an outside entity hired by the Golf Course.

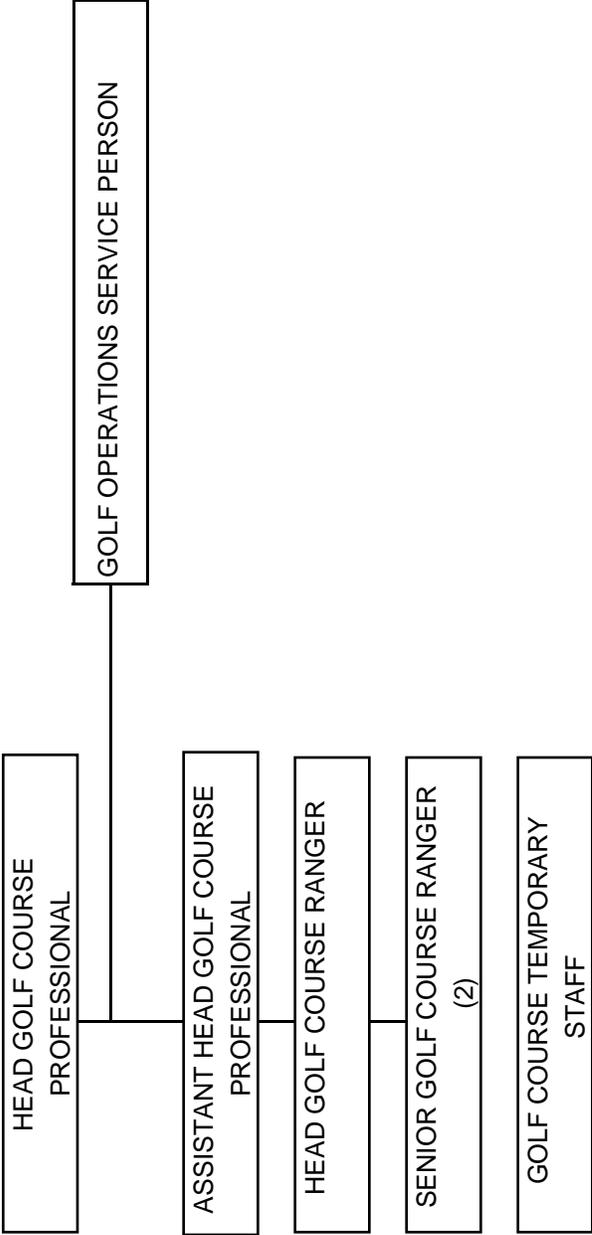
The recommended budget for debt service in Fiscal 2010 is \$185,689, an increase of \$18,689. This allocation will be used to fund the repayment of principal and interest costs for bonded debt authorized for improvements to the Golf Course and Green Hill Park.

WORCESTER MUNICIPAL GOLF COURSE AT GREEN HILL PARK

Total indirect cost in Fiscal 2010 is recommended to be \$31,187.28, a decrease of \$45,810.72 compared to Fiscal 2009 budget amount of \$76,998. This reduction reflects adjustments in Public Works and Parks, and other City departments providing administrative services for the Golf Course.

The recommended budget for fringe benefits for Fiscal 2010 is \$135,234.05, a net increase of \$24,575.05 compared to the Fiscal 2009 budget of \$110,659. The fringe benefit account is used to fund pensions and employee health insurance premiums and other related fringe benefits for Golf Course active and retired employees.

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



TOTAL GOLF COURSE POSITIONS = 6



ROBERT L. MOYLAN JR., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS - MUNICIPAL GOLF COURSE #710

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 87,182.36	44EM	HEAD GOLF COURSE PROFESSIONAL	1	\$ 88,044.28
1	62,697.00	39M	GOLF OPERATIONS SERVICE PERSON	1	63,308.16
1	18,000.00	FLT	ASSISTANT HEAD GOLF COURSE PROFESSIONAL	1	9,000.00
1	7,936.00	FLT	HEAD GOLF COURSE RANGER	1	7,936.00
2	8,643.33	FLT	SENIOR GOLF COURSE RANGER	2	8,643.33
6	\$ 184,458.69		REGULAR SALARIES	6	\$ 176,931.77
	40,000.00		GOLF COURSE TEMPORARY STAFF		36,036.00
6	224,458.69	710-91000	TOTAL RECOMMENDED PERSONAL SERVICES	6	212,967.77
	\$ 441,458.00		GOLF MAINTENANCE CONTRACT		\$ 454,701.00
	67,000.00		PRO-SHOP SUPPLIES		68,340.00
	40,000.00		WATER USAGE		40,000.00
	39,293.00		ORDINARY MAINTENANCE		40,079.00
	12,200.00		ELECTRICITY		12,444.00
	11,225.00		NATURAL GAS		14,500.00
	10,149.00		UNLEADED FUEL		10,352.00
	40,000.00		FOOD SERVICE		-
	2,000.00		ADVERTISING		2,000.00
	4,300.00		CREDIT CARD SERVICE CHARGE		4,386.00
	3,000.00		SOLID WASTE REMOVAL		3,000.00
	\$ 670,625.00	710-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 649,802.00
	\$ -	710-93000	TOTAL RECOMMENDED CAPITAL OUTLAY		\$ -
	\$ 112,440.00		DEBT PRINCIPAL		\$ 117,440.00
	54,560.00		DEBT INTEREST		68,249.00
	\$ 167,000.00		DEBT SERVICE		\$ 185,689.00
	\$ 167,000.00	710-94000	TOTAL RECOMMENDED DEBT SERVICE		\$ 185,689.00
	\$ 76,998.00	710-95000	INDIRECT COSTS - TRANSFER OUT		\$ 31,187.28

ROBERT L. MOYLAN JR., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS - MUNICIPAL GOLF COURSE #710

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	\$ 55,764.00		FRINGE BENEFITS:		\$ 55,142.05
	10,000.00		HEALTH INSURANCE		10,000.00
	24,166.00		UNEMPLOYMENT COMPENSATION		42,928.00
	2,368.00		CONTRIBUTORY PENSIONS		2,368.00
	165.00		EARLY RETIREMENT		165.00
	18,196.00		SECTION 90 PENSIONS		24,631.00
	<u>18,196.00</u>		PENSION OBLIGATION BONDS		<u>24,631.00</u>
	<u>\$ 110,659.00</u>	710-96000	FRINGE BENEFITS		<u>\$ 135,234.05</u>
	\$ 1,249,740.69		SUMMARY:		\$ 1,214,880.10
			TOTAL BUDGET		
	\$ (1,249,740.69)		FUNDING SOURCES:		\$ (1,214,880.10)
			GOLF COURSE REVENUES		
	<u>\$ -</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ -</u>

DEPARTMENT OF PUBLIC WORKS & PARKS OFF STREET PARKING PROGRAM

Robert L. Moylan, Jr.
Commissioner
20 East Worcester Street
Worcester, Massachusetts 01604
(508) 929 -1300

Divisional Mission Statement:

The mission of the Off-Street Parking Board is to:

- a. Provide a safe and economical parking supply program, which maintains and supports economic development in the City
- b. Supplement the City's curbside parking and the private sector's parking supply at no cost to the taxpayer.

Divisional Overview:

The Off-Street Parking Program presently consists of four municipal parking garages and fourteen open-air parking lots. Two garages located in the Central Business District, Pearl Elm and Federal Plaza, supply 1,330 parking spaces for workers and visitors. The Major Taylor Boulevard Garage supplies 983 spaces and the new Union Station Garage supplies an additional 500 spaces. The total number of parking garage spaces is 2,813. The fourteen open-air parking lots are located in different areas of the City and serve a variety of functions.

The Off-Street Parking Program maintains all of its services by means of the income generated at the garages and open-air lots. No tax levy funds are required for this program.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
Pearl Elm Municipal Garage	\$ 555,348.77	\$ 447,593.00		\$ 376,687.00
Federal Plaza Garage	721,415.07	696,978.00		573,053.00
OffStreet Parking Lots	241,492.87	141,215.00		141,250.00
City-wide Parking Meters	65,066.40	70,965.00		70,590.00
Commuter Rail Lots	48,499.43	0.00		0.00
Union Station Garage	73,111.26	780,989.00		994,508.00
Major Taylor Blvd Garage	376,740.67	1,142,462.00		1,025,732.00
Total Expenditures	\$ 2,081,674.47	\$ 3,280,202.00		\$ 3,181,820.00
FUNDING SOURCES				
Pearl Elm Garage	\$ 555,348.77	\$ 1,425,560.00		\$ 1,324,248.00
Federal Plaza Garage	721,415.07	300,000.00		420,000.00
Off Street Parking Garage	241,492.87	141,215.00		141,250.00
Parking Meters Income	65,066.40	70,965.00		70,590.00
Union Station Garage	73,111.26	200,000.00		200,000.00
Major Taylor Blvd Garage	376,740.67	1,142,462.00		1,025,732.00
Commuter Rail/Parking	48,499.43	0.00		0.00
Total Funding Source	\$2,081,674.47	\$ 3,280,202.00		\$ 3,181,820.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The operational budget for the Off Street Parking Program is recommended to be \$3,181,820 compared to the Fiscal 2009 budget of \$3,280,202 a decrease of \$98,382 or 3.9%. This net operational decrease is attributable to the following factors:

Federal Plaza Garage :

Fiscal 2010 operational budget for the Federal Plaza Garage is projected to decrease of \$123,925 or 21.63%, the net result of a \$150,800 decrease in ordinary maintenance expenditures and a \$26,875 increase in debt service costs.

Pearl Elm Garage:

The budget for Pearl Elm Garage is projected to decrease of \$70,906 or 18.82%, the net result of \$87,040 decrease in ordinary maintenance expenditures and a \$16,134 increase in debt service costs.

Parking Meter Program:

The budget for Fiscal 2010 is projected to be \$70,965. This account is level funded compared to the Fiscal 2009 budget.

Off Street Parking Lots:

The Ordinary Maintenance budget for Off Street Parking lots is \$141,250 an increase of approximately \$35 compared to Fiscal 2009 budget of \$141,215. The debt service for equipment issued for this operation has been fully amortized.

Union Station Garage:

Beginning in Fiscal 2007, the debt service cost for the Union Station Garage is reflected in the summary of the Off-Street parking program. The total budgeted cost for the Union Station Garage is \$994,508. A total of \$200,000 in projected revenues from this operation will be support this Fiscal 2010 budget. The balance of \$794,508 will be paid from garage revenues. The debt service projected for this operation is \$674,508 (\$345,000 and \$329,508) in principal and interest cost respectively. This cost is relative to the \$3,700,000 bonded debt issued through Fiscal 2008 and an additional \$750,000 in short term notes to be issued on November 06, 2009 for Union Station Garage tenancy fit-outs during Fiscal 2009.

Major Taylor Boulevard Garage:

To finance the operations of this city owned facility \$1,025,732 has been earmarked for the operations of the Worcester Center Boulevard Garage. This cost will be paid for from Garage revenues.



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS
OFF STREET PARKING PROGRAM #46S

RECOMMENDED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 413,265.00	PEARL / ELM GARAGE ORDINARY MAINTENANCE	\$ 326,225.00
15,973.00	INTEREST ON BONDS	20,424.00
18,355.00	REDEMPTION ON BONDS	30,038.00
<u>\$ 447,593.00</u>	<u>TOTAL PEARL ELM GARAGE</u>	<u>\$ 376,687.00</u>
\$ 456,200.00	FED/PLAZA GARAGE ORDINARY MAINTENANCE	\$ 305,400.00
101,264.00	INTEREST ON BONDS	114,139.00
139,514.00	REDEMPTION ON BONDS	153,514.00
<u>\$ 696,978.00</u>	<u>TOTAL FEDERAL PLAZA GARAGE</u>	<u>\$ 573,053.00</u>
\$ 60,415.00	PARKING METERS ORDINARY MAINTENANCE	\$ 60,415.00
550.00	INTEREST ON BONDS	175.00
10,000.00	REDEMPTION ON BONDS	10,000.00
<u>\$ 70,965.00</u>	<u>TOTAL PARKING METERS</u>	<u>\$ 70,590.00</u>
\$ 141,215.00	OFF STREET PARKING LOT ORDINARY MAINTENANCE	\$ 141,250.00
<u>\$ 141,215.00</u>	<u>TOTAL OFF STREET PARKING LOT</u>	<u>\$ 141,250.00</u>
\$ 285,000.00	UNION STATION ORDINARY MAINTENANCE	\$ 320,000.00
309,989.00	INTEREST ON BONDS	329,508.00
186,000.00	REDEMPTION ON BONDS	345,000.00
<u>\$ 780,989.00</u>	<u>TOTAL UNION STATION GARAGE</u>	<u>\$ 994,508.00</u>
\$ 592,000.00	MAJOR TAYLOR BOULEVARD GARAGE	\$ 475,000.00
235,462.00	INTEREST ON BONDS	220,732.00
315,000.00	REDEMPTION ON BONDS	330,000.00
<u>\$ 1,142,462.00</u>	<u>TOTAL WORCESTER CENTER BOULEVARD GARAGE</u>	<u>\$ 1,025,732.00</u>
<u>\$ 3,280,202.00</u>	<u>TOTAL OFF - STREET PARKING</u>	<u>\$ 3,181,820.00</u>
	FUNDING SOURCES	
\$ (1,425,560.00)	PEARL ELM GARAGE	\$ (1,324,248.00)
(300,000.00)	FEDERAL PLAZA	(420,000.00)
(70,965.00)	PARKING METERS	(70,590.00)
(141,215.00)	OFF STREET PARKING LOTS	(141,250.00)
(200,000.00)	UNION STATION GARAGE	(200,000.00)
(1,142,462.00)	MAJOR TAYLOR BOULEVARD GARAGE	(1,025,732.00)
<u>\$ (3,280,202.00)</u>	<u>TOTAL FUNDING SOURCES</u>	<u>\$ (3,181,820.00)</u>
<u>0.00</u>	<u>RECOMMENDED TAX LEVY</u>	<u>0.00</u>

DEPARTMENT OF PUBLIC WORKS & PARKS PUBLIC WORKS SUMMARY

Robert L. Moylan, Jr.

Commissioner

20 East Worcester Street

Worcester, Massachusetts 01604

(508) 929-1300

Departmental Mission Statement:

The mission of the Department of Public Works & Parks is to:

- a. Maintain the City's water, sewer and street and traffic systems for the protection of the public's safety
- b. Maintain all city parks, playgrounds, beaches, and street trees
- c. Maintain the cemetery and public buildings so as to improve the quality of life for all the citizens of Worcester
- d. Provide effective street and traffic control maintenance
- e. Deliver safe, potable drinking water
- f. Provide proper maintenance of the cemetery
- g. Provide well maintained, parks and beaches, including a golf course
- h. Provide effective building management oversight and structural expertise
- i. Assure proper dispose of sewerage and collect and dispose of residential solid waste efficiently and economically.

DEPARTMENTAL OVERVIEW:

The Department of Public Works and Parks tax levy divisions provide services for street and highway maintenance, parks & recreation, cemetery and building maintenance, solid waste collection and disposal, nuisance inspections, equipment services, traffic and civil engineering, architectural services and general administration. The department is comprised of the four (4) following divisions:

Administration and Finance Division:

This division is responsible for all finances of the department, including three (3) enterprises (Water, Sewer, and Golf Course). The division monitors grants, tracks and requests reimbursements of Chapter 90 Highway Funds, oversees and monitors departmental programs, administers the Customer Service Center, Water and Sewer Billing, capital project cash flows, personnel, payroll, accounts payable and receivables, and all other administrative & financial activities related to this department. Other responsibilities include management and administration of landfill and solid waste issues, Worcester City Council/Manager correspondence and various reporting to other city departments and outside entities.

PUBLIC WORKS & PARKS - PUBLIC WORKS SUMMARY

In Fiscal 2010, four positions have been eliminated. These are Safety Training Officer, (2) Senior Clerk Typists and vacant Clerk Typist.

Operations Division:

This area of Public Works and Parks is responsible for Water and Sewer Operations, Central Garage activities, Streets and Sanitation, including winter snow plowing operations. Services that are part of Operations include street sweeping, the abandoned vehicle program, traffic signs maintenance, pavement marking, street resurfacing, long patch and pothole repairs, streetscape and the Keep Worcester Clean Program. Solid waste collection, the Millbury Street Drop-Off Center and Yard Waste are also aligned with Operations. Last year a new activity in was added in the Streets Division which will control nuisance activity levels in the City.

In Fiscal 2010, nine Street Division positions have been eliminated which comprises of the following: (1) Traffic Laborer, (4) Street Laborers, (3) Public Works Maintenance Man and (1) Public Works Foreman have been eliminated. Additionally, five Sanitation positions comprising of the following: (1) DPW Laborer, (1) Working Foreman, (1) Motor Equipment Operator, and (2) Sanitation Laborer positions.

Engineering and Architectural Services Division:

This division is responsible for civil engineering, traffic engineering, and architectural services. The division is comprised of engineers working on projects for streets and sidewalks parking control management, sewer programs, private street conversion, conservation commission issues, traffic studies, traffic signal maintenance, parking control management, bridge construction, permitting, and other public works issues. Another component of this division is the architectural services section which is responsible for architectural design and support, including construction management and administration services for many of the City's public construction projects.

In Fiscal 2010, Seven positions have been eliminated which comprises of the following; (1) Downtown Economic Director, (2) Clerk Of Works Interns, (1) Engineer Grade 4, (2) Civil Engineer Grade 3, and (1) Administrative Assistant Grade 7. Additionally, the position of a Chief Clerk of Works has been transferred to the Economic Development Department.

Parks Division:

This division is responsible for services provided by forestry, recreation programs, parks, Hope Cemetery, public building maintenance, and the Green Hill Golf Course. Services at Green Hill include maintenance and management of over 1,250 acres of the City's 56 parks and playgrounds, as well as 19 miles of grass median strips, 36 grass islands and squares. Boarding up buildings for security purposes will also still be done by Parks personnel; trees will be planted, trimmed, and removed as needed and as scheduling allows. Hope Cemetery will provide for public and private interments, lot sales, marker and monument installation and proper cemetery maintenance. The programming and permitting of all parks and playground facilities is performed by the Parks Division. This includes permitting for baseball, softball, soccer, rugby, tennis, basketball, street and field hockey, and other events. Staff and technical

PUBLIC WORKS & PARKS - PUBLIC WORKS SUMMARY

support is also given to the Hope Cemetery Commission, the G.A.R. Board of Trustees, the Civic Center Commission and the Parks and Recreation Commission.

In Fiscal 2010, Eleven (11) positions have been eliminated which comprises of the following; (1) Principal Assistant, (1) Clerk of Works Building Maintenance, (1) Working Foreman Motor Equipment, (1) Parks Foreman, (1) Working Foreman Craftman, (4) Parks Laborers, (1) Cemetery Laborer and (1) Office Manager Hope Cemetery.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 5,105,141.52	\$ 5,694,080.14	91000	\$ 4,832,943.81
OVERTIME	632,155.43	615,038.00	97000	615,038.00
TOTAL	\$ 5,737,296.95	\$ 6,309,118.14		\$ 5,447,981.81
ORDINARY MAINTENANCE	\$ 5,454,324.96	\$ 6,412,623.00	92000	\$ 6,084,538.00
FRINGE BENEFITS	\$ 0.40	\$ -	96000	\$ -
TOTAL EXPENDITURES	\$ 11,191,622.31	\$ 12,721,741.14		\$ 11,532,519.81
TOTAL POSITIONS	214	216		190

FISCAL 2010 BUDGET OVERVIEW

The Department of Public Works net Personal Services salary budget for Fiscal 2010 is recommended to be \$4,832,943.81. This represents a decrease of \$861,136.33 compared to the Fiscal 2009 budget of \$5,694,080.14. This decrease is net of the elimination of (26) positions which is offset by employee step increases and the full year impact of the mid-year 2% from Fiscal 2009. The personal service budget is net of Water and Sewer enterprise credits; vacancy factor; Code project funds and CDBG funds that total \$4,408,063.40. These funding sources are used to support the departments operations. This total does not include the Parks, Forestry, and Hope Cemetery Division that is included in a separate summary.

The Department of Public Works net Personal Services overtime salary budget for Fiscal 2010 is level funded at \$615,038. This will be used to fund general overtime requirements for the various Divisions to include Ballard Street and Sunday Yard Drop-Off holiday trash collection, yard waste collection etc.

The department's total ordinary maintenance budgets excluding Street Lighting and Snow Removal, is recommended to be \$6,048,538 a net decrease of \$328,085 compared to the Fiscal 2009 budget of \$6,412,623. The budget decrease in Fiscal 2009 reflects adjustments to programs identified below.

PUBLIC WORKS & PARKS - PUBLIC WORKS SUMMARY

FISCAL 2009 BUDGET	ADMINISTRATION DIVISION	FISCAL 2010 BUDGET	CHANGE
67,450	ELECTRICITY	69,450	2,000
67,680	NATURAL GAS	77,680	10,000
186,891	TOTAL ADMINISTRATION	198,891	12,000
	ENGINEERING DIVISION		
173,880	ELECTRICITY - TRAFFIC SIGNALS	177,358	3,478
173,880	TOTAL ENGINEERING	177,358	3,478
	STREET DIVISION		
20,000	BERM REPAIRS	10,000	(10,000)
49,540	HIGHWAY MAINTENANCE & BRIDGE REPAIR	34,540	(15,000)
5,000	ABANDONED VEHICLES	0	(5,000)
6,365	YARD MAINTENANCE ELECTRICITY	6,492	127
149,385	STREET SIGN & PAVEMENT MARKING	49,385	(100,000)
90,000	LONG PATCH PROGRAM	0	(90,000)
320,290	TOTAL STREETS	100,417	(219,873)
	SANITATION DIVISION		
1,855,267	REFUSE DISPOSAL	1,701,767	(153,500)
1,738,640	RECYCLING	1,768,068	29,428
520,430	TRASH BAGS	500,000	(20,430)
31,090	NATURAL GAS & FUEL	31,712	622
9,420	ELECTRICITY	9,608	188
4,154,847	TOTAL SANITATION	4,011,155	(143,692)
	CENTRAL GARAGE DIVISION		
141,400	NATURAL GAS & FUEL	161,400	20,000
141,400	TOTAL CENTRAL GARAGE	161,400	20,000
4,977,308	TOTAL PUBLIC WORKS	4,649,221	(328,087)

Administration :

Electricity costs for the DPW Administration Building (20 East Worcester Street) and the Customer Service Center Building (76 East Worcester Street) are projected to increase by \$12,000 for electricity and natural gas. The majority of this increase is \$10,000 for natural gas expenses associated with 76 E. Worcester Street.

Engineering :

Based on the new contracted price for electricity that recently took effect in costs for the operation of traffic signals throughout the city will increase by \$3,478.

Streets :

Ordinary Maintenance for Streets will be reduced by a total \$219,873 to reflect reductions in the following programs; \$90,000 for Long Patch which will be discontinued; \$10,000 for Berm

PUBLIC WORKS & PARKS - PUBLIC WORKS SUMMARY

Repairs; \$5,000 for Abandoned Vehicles which is being discontinued and \$100,000 for Street Pavement Markings, for both Vehicular Traffic, Crosswalks, near Schools, Parks, Playgrounds, Intersections, and other locations where pedestrians need to walk throughout the city.

Sanitation Refuse Disposal :

Fiscal 2009 was budgeted at \$1,855,267 as compared to the total Fiscal 2010 projected budget of \$1,701,767 a net decrease of \$153,500. This projected decrease is a result of less curbside trash being anticipated for disposal at the Wheelbrator Plant. The tip fee currently paid for disposal is \$69.10 per ton and will be approximately \$71.17 as of July 1, 2009. Fiscal 2010 estimated tonnage will be about 24,000 tons.

Curbside Recycling:

Contractually the cost for weekly recycling services provided by Casella Waste Systems, Inc will increase as of July 1, 2009. Fiscal 2009 was budgeted for \$1,738,640 as compared to Fiscal 2010, which will be \$1,768,068 which represents an increase of \$29,428. The historical curbside recycling rate is at about 29%.

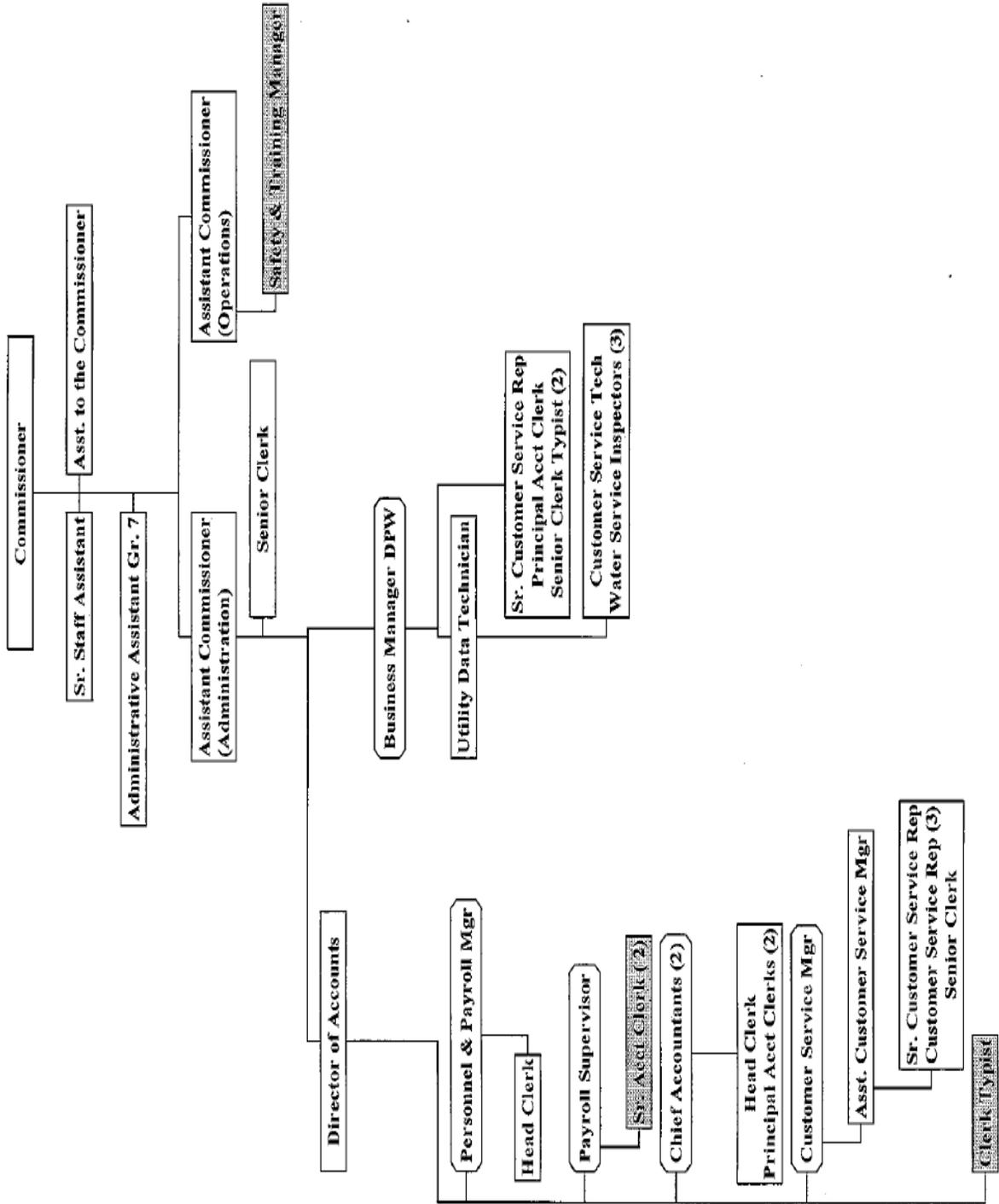
Trash Bags:

Trash bag costs (the amount paid by the D.P.W. for manufacturing and distribution) is projected to decrease by \$20,430. The contracted small and large bag price is \$0.182 per large bag and \$0.094 for small bags. The estimated number of bags to be sold in Fiscal 2010 is approximately 3.3 million bags and even with slight increases in the cost to the Department of Public Works to purchase bags, the decrease of sales by the retailer to city residents results in a budget savings. The budget can be decreased by \$20,430.

Central Garage –Natural Gas:

The Central Garage is heated by natural gas. With over 106,500 Therms projected to be supplied and used, this budget increase of \$20,000 allows for the proper budgeted dollars necessary to adequately heat this building during the winter months.

**DEPARTMENT OF PUBLIC WORKS & PARKS
ADMINISTRATION & FINANCE DIVISION**



Total Tax Levy Positions = 33



ROBERT L. MOYLAN, JR., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF ADMINISTRATION/FINANCE- DIVISION #4101

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 156,141.48	58CM	COMMISSIONER DPW	1	\$ 157,687.43
2	200,491.22	51EM	ASSISTANT COMMISSIONER	2	202,476.28
1	80,706.84	43EM	ASSISTANT TO COMM. SPECIAL PROJECTS	1	81,505.92
1	84,334.11	47M	DIRECTOR OF ACCOUNT	1	85,169.52
1	80,938.81	46M	PERSONNEL & PAYROLL MANAGER	1	81,745.20
1	78,070.74	45M	BUSINESS MANAGER DPW	1	78,842.88
1	62,697.00	39M	SAFETY TRAINING OFFICER	0	-
1	51,487.46	39M	SENIOR STAFF ASSISTANT	1	55,746.72
2	123,152.29	39M	CHIEF ACCOUNTANT	2	124,354.08
1	55,822.05	38	CUSTOMER SERVICE MANAGER	1	53,912.16
1	47,529.06	35	ADMINISTRATIVE ASSISTANT 7	1	49,726.08
1	51,427.44	34	CUSTOMER SERVICE TECHNICIAN	1	51,427.44
1	43,179.84	34	UTILITY DATA TECHNICIAN	1	42,796.08
1	40,741.03	34	ASSISTANT CUSTOMER SERVICE MANAGER	1	43,747.44
1	41,020.67	32	PAYROLL SUPERVISOR	1	43,597.44
2	84,923.75	30	HEAD CLERK	2	87,194.88
3	108,413.30	28	PRINCIPAL ACCOUNT CLERK	3	112,690.08
3	101,465.39	28	SENIOR CUSTOMER SERVICE REP.	3	99,777.44
3	109,961.28	26	WATER SERVICE INSPECTOR	3	111,024.00
2	65,616.65	25	SENIOR ACCOUNT CLERK	0	-
2	54,765.93	22	CUSTOMER SERVICE REP.	2	64,456.56
4	124,928.56	22	SENIOR CLERK AND TYPIST	4	128,880.72
1	28,329.43	18	CLERK AND TYPIST	0	-
<u>37</u>	<u>1,876,144.34</u>		TOTAL REGULAR SALARIES	<u>33</u>	<u>1,756,758.35</u>
	16,851.00		EM INCENTIVE PAY		16,851.00
	3,163.00		METER REPAIR/INSTALLATION STIPEND		3,163.00
	<u>20,014.00</u>		TOTAL OTHER SALARIES		<u>20,014.00</u>
	(41,765.00)		VACANCY FACTOR		(41,765.00)
	<u>1,854,393.34</u>		TOTAL RECOMMENDED SALARIES		<u>1,735,007.35</u>
	(529,223.00)		SEWER REVENUES		(529,223.00)
	(872,525.00)		WATER REVENUES		(872,525.00)
	<u>(1,401,748.00)</u>		TOTAL FUNDING SOURCES		<u>(1,401,748.00)</u>
<u>37</u>	<u>\$ 452,645.34</u>	4101-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>33</u>	<u>\$ 333,259.35</u>
	<u>\$ 31,110.00</u>	4101-97000	REGULAR OVERTIME		<u>\$ 31,110.00</u>

ROBERT L. MOYLAN, JR., COMMISSIONER

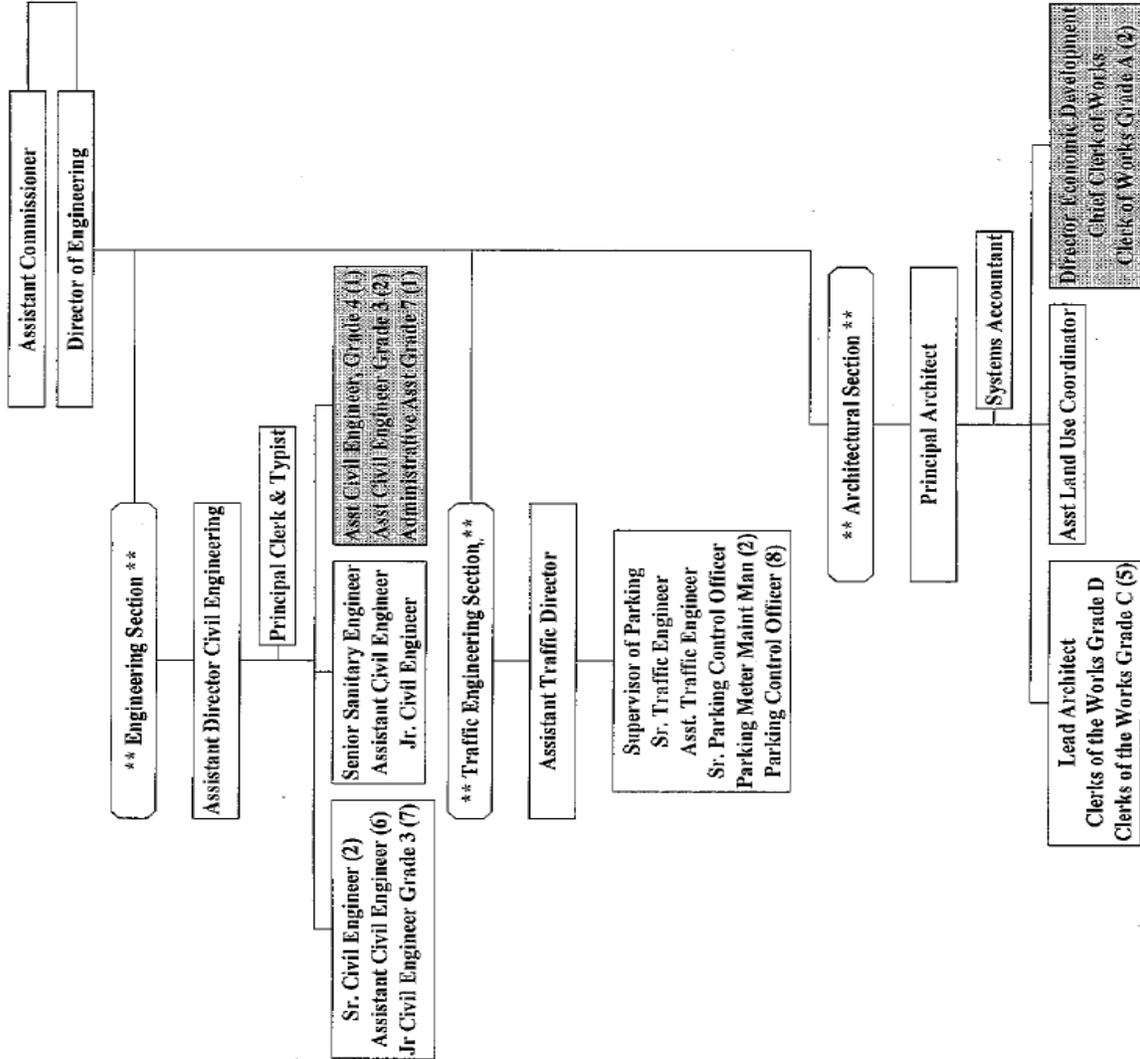
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF ADMINISTRATION/FINANCE- DIVISION #4101

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	\$ 35,655.00		ADMINISTRATION ORDINARY MAINTENANCE		\$ 35,655.00
	67,450.00		ELECTRICITY		69,450.00
	67,680.00		NATURAL GAS		77,680.00
	10,000.00		TELEPHONE		10,000.00
	6,106.00		COMPUTER RELATED EXPENDITURES		6,106.00
	<u>186,891.00</u>		TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>198,891.00</u>
			FUNDING SOURCES:		
	(48,642.00)		SEWER REVENUES		(48,642.00)
	(43,159.00)		WATER REVENUES		(43,159.00)
	<u>(91,801.00)</u>		TOTAL FUNDING SOURCES		<u>(91,801.00)</u>
	<u>\$ 95,090.00</u>	4101-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 107,090.00</u>
	<u>\$ 578,845.34</u>		TOTAL TAX LEVY		<u>\$ 471,459.35</u>

**DEPARTMENT OF PUBLIC WORKS & PARKS
ENGINEERING & ARCHITECTURAL DIVISION**



Total Tax Levy Positions = 47



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS
DIVISION OF ENGINEERING & ARCHITECTURAL SERVICES- DIVISION #4102

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
ENGINEERING SECTION					
1	\$ 99,412.60	51EM	ASSISTANT COMMISSIONER	1	\$ 100,391.04
1	87,181.10	48M	ASSISTANT DIRECTOR CIVIL ENGINEERING	1	88,050.96
2	144,608.81	44M	SENIOR CIVIL ENGINEER, GRADE 5	2	148,684.56
1	66,022.56	44M	SENIOR SANITARY ENGINEER, GRADE 5	1	66,022.56
9	584,969.28	41	ASSISTANT CIVIL ENGINEER, GRADE 4	8	519,369.12
9	507,597.92	37	JUNIOR CIVIL ENGINEER, GRADE 3	7	400,478.40
1	51,372.32	35	ADMINISTRATIVE ASSISTANT, GRADE 7	0	-
1	38,331.85	27	PRINCIPAL CLERK AND TYPIST	1	39,379.68
<u>25</u>	<u>1,579,496.44</u>		REGULAR SALARIES	<u>21</u>	<u>1,362,376.32</u>
ARCHITECTURAL SECTION					
1	\$ 97,113.92	48EM	PRINCIPAL ARCHITECT	1	\$ 98,073.36
1	84,798.06	48EM	DOWNTOWN ECONOMIC DIRECTOR	0	-
1	72,461.12	50M	CHIEF CLERK OF WORKS-DEVELOPMENT/CODE	0	-
1	80,938.81	46M	LEAD ARCHITECT	1	81,745.20
1	64,995.68	40M	ASSISTANT CORDINATOR LAND USE	1	65,646.72
1	61,537.12	40	CLERK OF WORKS - BLD. MAINT. GRADE D	1	62,138.88
5	265,952.96	39	CLERK OF WORKS - BLD. MAINT. GRADE C	5	277,390.80
2	43,168.77	35	CLERK OF WORKS - BLD. MAINT. GRADE A	0	-
1	60,503.77	38P	SYSTEMS ACCOUNTANT	1	61,094.88
<u>14</u>	<u>831,470.22</u>		REGULAR SALARIES	<u>10</u>	<u>646,089.84</u>
TRAFFIC ENGINEERING SECTION					
1	97,008.48	47EM	DIRECTOR OF DPW ENGINEERING	1	97,968.96
1	87,181.10	48M	ASSISTANT TRAFFIC DIRECTOR	1	88,050.96
1	75,265.93	44M	SENIOR TRAFFIC ENGINEER, GRADE 5	1	76,003.20
1	60,503.77	44M	SUPERVISOR OF PARKING	1	61,094.88
1	66,022.56	41	ASSISTANT TRAFFIC ENGINEER, GRADE 4	1	66,022.56
1	41,141.12	30	SENIOR PARKING CONTROL OFFICER	1	42,540.56
2	69,091.92	26	PARKING METER MAINTENANCE MAN	2	69,091.92
8	272,043.04	22	PARKING CONTROL OFFICER	8	262,272.88
<u>16</u>	<u>768,257.91</u>		REGULAR SALARIES	<u>16</u>	<u>763,045.92</u>
<u>55</u>	<u>3,179,224.57</u>		TOTAL REGULAR SALARIES	<u>47</u>	<u>2,771,512.08</u>
	10,964.00		EM INCENTIVE PAY		9,324.00
	31,883.00		EDUCATIONAL STIPENDS- MEO		29,190.00
	(71,000.00)		VACANCY FACTOR		(71,000.00)
FUNDING SOURCES:					
	(732,883.00)		SEWER REVENUES		(732,883.00)
	(111,399.00)		WATER REVENUES		(111,399.00)
	(874,951.00)		PROJECT FUNDING		(780,169.00)
	<u>(1,719,233.00)</u>		TOTAL FUNDING SOURCES		<u>(1,624,451.00)</u>
<u>55</u>	<u>\$ 1,431,838.57</u>	4102-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>47</u>	<u>\$ 1,114,575.08</u>
	45,473.00		OVERTIME ENGINEERING SECTION		45,473.00
	22,311.00		GREENWOOD STREET LANDFILL		22,311.00
	14,009.00		OVERTIME TRAFFIC ENGINEERING SECTION		14,009.00
	<u>\$ 81,793.00</u>	4102-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 81,793.00</u>

ROBERT L. MOYLAN, Jr., COMMISSIONER

CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF ENGINEERING & ARCHITECTURAL SERVICES- DIVISION #4102

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
	\$ 8,050.00		ENGINEERING ORDINARY MAINTENANCE		\$ 8,050.00
	7,800.00		TELEPHONES		7,800.00
	16,500.00		PERMITS		16,500.00
	1,800.00		CLOTHING & UNIFORM SERVICE		1,800.00
	173,880.00		ELECTRICITY - TRAFFIC SIGNALS		177,358.00
	184,544.00		MAINTENANCE & REPAIR-TRAFFIC SIGNALS		184,544.00
	2,000.00		EQUIPMENT RENTALS-TRAFFIC SIGNALS		2,000.00
	25,000.00		SPECIAL POLICE - TRAFFIC SIGNALS		25,000.00
	1,515.00		HARDWARE & SUPPLIES -TRAFFIC SIGNALS		1,515.00
	2,775.00		CLEANING SUPPLIES & TOOLS-TRAFFIC SIGNALS		2,775.00
	<u>\$ 423,864.00</u>	4102-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 427,342.00</u>
	<u>\$ 1,937,495.57</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 1,623,710.08</u>



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS
DIVISION OF STREETS- DIVISION #4103

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY09 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 89,100.18	46EM	DIRECTOR, STREET OPERATIONS	1	\$ 89,982.36
1	80,938.81	46M	ASSISTANT DIRECTOR STREET OPERATIONS	1	81,745.20
1	62,697.00	39M	SUPERVISOR OF SANITATION	1	63,308.16
1	62,697.00	39M	SUPERVISOR OF TRAFFIC MAINTENANCE	1	63,308.16
2	114,849.60	38	GENERAL PUBLIC WORKS FOREMAN	2	115,967.52
7	356,219.68	34	PUBLIC WORKS FOREMAN	6	306,592.48
2	73,857.12	32	NUISANCE ORDINANCE INSPECTOR	2	77,502.56
1	44,724.96	32	WORKING FOREMAN, CRAFTSMAN	1	44,724.96
1	42,740.64	32	TRAFFIC SIGNAL MAINTAINER	1	44,192.16
1	44,724.96	30	PUBLIC WORKS MAINTENANCE CRAFTSMAN	1	44,724.96
1	37,625.76	28	SENIOR STOREKEEPER	1	37,625.76
1	40,381.92	27	PAINTER	1	40,381.92
1	40,381.92	27	SIGN PAINTER	1	40,381.92
8	274,127.36	26	PUBLIC WORKS MAINTENANCE MAN	5	177,645.60
40	1,359,483.12	24	PUBLIC WORKS LABORER	36	1,269,559.28
3	97,202.96	24	TRAFFIC LABORER	2	70,112.88
1	31,946.40	20	PUBLIC HEALTH AIDE	1	31,946.40
<u>73</u>	<u>2,853,699.40</u>		REGULAR SALARIES	<u>64</u>	<u>2,599,702.28</u>
	3,549.00		EM INCENTIVE PAY		3,549.00
	329,776.00		CONTRACTUAL STIPENDS - MEO		308,398.00
	20,000.00		DOWNTOWN STREETScape - POOL LABOR		20,000.00
	<u>353,325.00</u>		TOTAL OTHER SALARIES		<u>331,947.00</u>
	(75,250.00)		VACANCY FACTOR		(75,250.00)
	<u>3,131,774.40</u>		TOTAL RECOMMENDED SALARIES		<u>2,856,399.28</u>
	(31,946.40)		GRIME WATCH GRANT		(31,946.40)
	(808,887.00)		SEWER REVENUES		(808,887.00)
	(347,162.00)		WATER REVENUES		(347,162.00)
	<u>(1,187,995.40)</u>		TOTAL FUNDING SOURCES		<u>(1,187,995.40)</u>
<u>73</u>	<u>\$ 1,943,779.00</u>	4103-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>64</u>	<u>\$ 1,668,403.88</u>
	\$ 40,160.00		SUNDAY YARD WASTE DROP OFF		\$ 40,160.00
	309,948.00		REGULAR OVERTIME		309,948.00
	<u>\$ 350,108.00</u>	4103-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 350,108.00</u>

ROBERT L. MOYLAN, Jr., COMMISSIONER

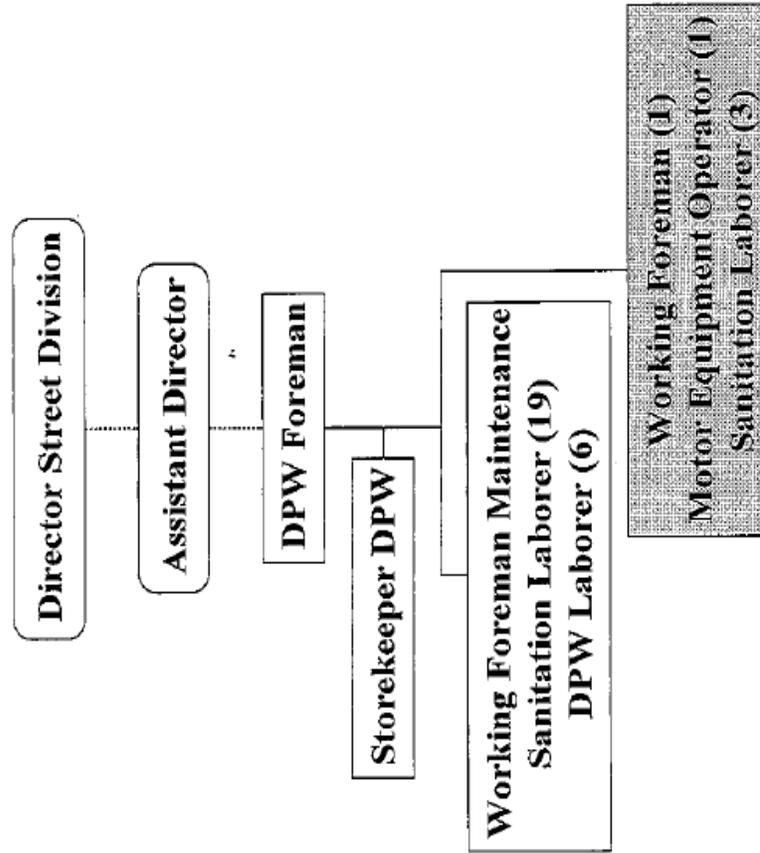
CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF STREETS- DIVISION #4103

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY09 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	\$ 417,080.00		STREET SWEEPING		\$ 417,080.00
	5,000.00		TELEPHONES		5,000.00
	20,000.00		SIDEWALKS & GUARDRAIL REPAIRS		10,000.00
	49,540.00		HIGHWAY MAINTENANCE & BRIDGE REPAIR		34,540.00
	5,000.00		ABANDONED VEHICLES		-
	40,000.00		POTHOLE REPAIR		40,000.00
	55,620.00		YARD MAINTENANCE		55,620.00
	6,365.00		YARD MAINTENANCE ELECTRICITY		6,492.00
	5,100.00		YARD MAINTENANCE NATURAL GAS & FUEL		5,102.00
	10,000.00		DOWNTOWN STREETScape		10,000.00
	5,800.00		CLOTHING & UNIFORM SERVICE		5,800.00
	149,385.00		STREET SIGN & PAVEMENT MARKING		49,385.00
	90,000.00		LONG PATCH PROGRAM		-
	4,900.00		NUISANCE ORDINANCE ORDINARY MAINTENANCE		4,900.00
	2,517.00		GRIME WATCH ORDINARY MAINTENANCE		2,517.00
	<u>866,307.00</u>		ORDINARY MAINTENANCE		<u>646,436.00</u>
	(2,517.00)		FUNDING SOURCES:		(2,517.00)
	(377,080.00)		GRIME WATCH GRANT		(377,080.00)
	(379,597.00)		SEWER REVENUES		(379,597.00)
			TOTAL FUNDING SOURCES		
	<u>\$ 486,710.00</u>	4103-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 266,839.00</u>
	<u>\$ 2,780,597.00</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 2,285,350.88</u>

DEPARTMENT OF PUBLIC WORKS & PARKS
SANITATION DIVISION



Note: The Director of Streets and Assistant Director are budgeted in the Street Division.

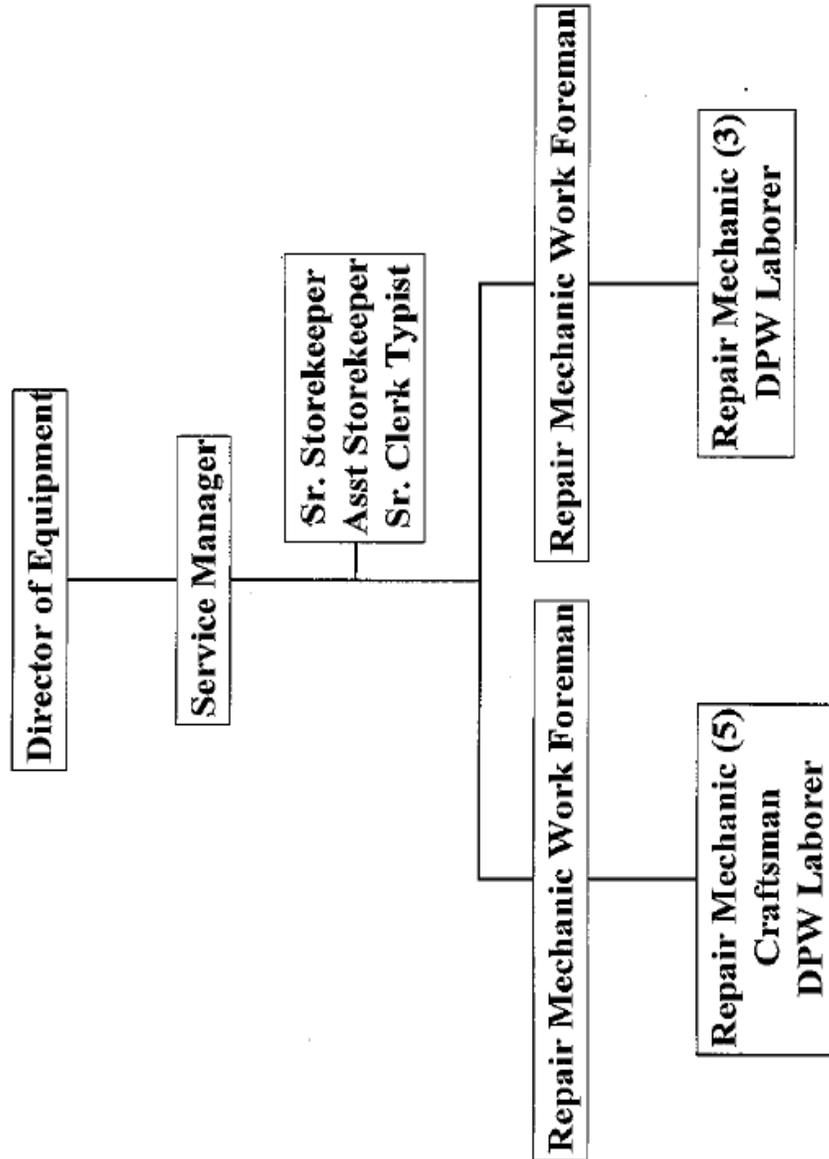
Total Tax Levy Positions = 28



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS
DIVISION OF SANITATION- DIVISION #4104

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 48,490.80	34	DPW FOREMAN	1	\$ 50,298.48
1	44,724.96	30	WORKING FOREMAN, MAINTENANCE	1	44,724.96
1	33,136.56	28	WORKING FOREMAN, SANITATION LABORER	0	-
1	28,524.24	26	MOTOR EQUIPMENT OPERATOR, GRADE 3A	0	-
21	754,477.92	26	SANITATION LABORER	19	688,586.08
1	37,625.76	26	STOREKEEPER DPW	1	37,625.76
7	246,400.16	24	DPW LABORER	6	217,861.92
<u>33</u>	<u>1,193,380.40</u>		TOTAL REGULAR SALARIES	<u>28</u>	<u>1,039,097.20</u>
	115,290.00		CONTRACTUAL STIPENDS/MEO		112,877.00
	20,000.00		POOL LABOR		20,000.00
	<u>135,290.00</u>		TOTAL OTHER SALARIES		<u>132,877.00</u>
	(45,900.00)		VACANCY FACTOR		(45,900.00)
<u>33</u>	<u>\$ 1,282,770.40</u>	4104-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>28</u>	<u>\$ 1,126,074.20</u>
	\$ 84,056.00		REGULAR OVERTIME		\$ 84,056.00
	37,358.00		BALLARD STREET DROP OFF CENTER		37,358.00
	<u>\$ 121,414.00</u>	4104-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 121,414.00</u>
	\$ 1,855,267.00		REFUSE DISPOSAL		\$ 1,701,767.00
	1,738,640.00		RECYCLING		1,768,068.00
	520,430.00		TRASH BAGS		500,000.00
	31,090.00		NATURAL GAS & FUEL		31,712.00
	9,420.00		ELECTRICITY		9,608.00
	20,000.00		EDUCATION		20,000.00
	1,500.00		MAINTENANCE & REPAIRS		1,500.00
	500.00		TELEPHONES		500.00
	1,000.00		OTHER - FORMS (STICKERS) & LICENSES		1,000.00
	100,000.00		LANDFILL		100,000.00
	3,200.00		CLOTHING & UNIFORM SERVICE		3,200.00
	<u>\$ 4,281,047.00</u>	4104-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 4,137,355.00</u>
	<u>\$ 5,685,231.40</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 5,384,843.20</u>

DEPARTMENT OF PUBLIC WORKS & PARKS
CENTRAL GARAGE DIVISION



Total Tax Levy Positions = 18



ROBERT L. MOYLAN, JR., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF CENTRAL GARAGE- DIVISION #4105

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 74,654.35	45EM	DIRECTOR OF EQUIPMENT	1	\$ 75,393.50
1	62,697.00	39M	SERVICE MANAGER	1	63,308.16
2	102,854.88	34	WORK FOREMAN, MOTOR EQUIP. REPAIRMAN	2	102,854.88
8	331,141.60	30	MOTOR EQUIPMENT REPAIRMAN	8	337,602.40
1	44,724.96	30	DPW MAINTENANCE CRAFTSMAN	1	44,724.96
1	41,906.16	28	SENIOR STORE KEEPER	1	41,906.16
1	37,625.76	25	ASSISTANT STOREKEEPER	1	37,625.76
2	64,904.56	24	DPW LABORER	2	66,249.76
1	34,854.55	22	SENIOR CLERK AND TYPIST	1	33,282.72
<u>18</u>	<u>795,363.83</u>		TOTAL REGULAR SALARIES	<u>18</u>	<u>802,948.30</u>
	17,460.00		CONTRACTUAL STIPENDS/MEO		17,460.00
	212.00		EM INCENTIVE PAY		212.00
	(36,120.00)		VACANCY FACTOR		(36,120.00)
	<u>776,915.83</u>		TOTAL RECOMMENDED SALARIES		<u>784,500.30</u>
	(139,181.00)		FUNDING SOURCES: SEWER REVENUES		(139,181.00)
	(54,688.00)		WATER REVENUES		(54,688.00)
	(193,869.00)		TOTAL FUNDING SOURCES		(193,869.00)
<u>18</u>	<u>\$ 583,046.83</u>	4105-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>18</u>	<u>\$ 590,631.30</u>
	<u>\$ 30,613.00</u>	4105-97000	REGULAR OVERTIME		<u>\$ 30,613.00</u>
	\$ 401,619.00		AUTOMOTIVE PARTS		\$ 401,619.00
	11,120.00		TELEPHONES		11,120.00
	280,500.00		MAINTENANCE & REPAIR		280,500.00
	30,811.00		GARAGE SUPPLIES		30,811.00
	588,000.00		FUEL - NO LEAD GAS		588,000.00
	473,500.00		FUEL - DIESEL		473,500.00
	10,000.00		GARAGE HIRED SERVICES		10,000.00
	54,720.00		ELECTRICITY		54,720.00
	141,400.00		NATURAL GAS & FUEL		161,400.00
	54,043.00		OTHER CHARGES & EXPENDITURES		54,043.00
	<u>2,045,713.00</u>		ORDINARY MAINTENANCE		<u>2,065,713.00</u>
	(448,046.00)		FUNDING SOURCES: CREDIT SEWER REVENUES		(448,046.00)
	(271,755.00)		CREDIT WATER REVENUES		(271,755.00)
	(200,000.00)		TRANSFER OF SERVICES		(200,000.00)
	(919,801.00)		TOTAL FUNDING SOURCES		(919,801.00)
	<u>\$ 1,125,912.00</u>	4105-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 1,145,912.00</u>
	<u>\$ 1,739,571.83</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 1,767,156.30</u>

DEPARTMENT OF PUBLIC WORKS & PARKS PARKS, RECREATION, HOPE CEMETERY

Robert L. Moylan, Jr.
Commissioner
50 Skyline Drive
Worcester, Massachusetts 01605
(508) 799-1190

Divisional Mission Statement:

The mission of the Parks, Recreation, and Cemetery Division is to:

- a. Provide efficient and effective municipal services (operations, programs, and management) relative to parks, recreation, cemetery, forestry, and public building maintenance.
- b. Provide efficient and effective grounds maintenance for over sixty parks and playgrounds
- c. Manage comprehensive summer recreation programs
- d. Complete maintenance and management of a one hundred sixty plus acre cemetery
- e. Complete the physical set up for all National, State and Local elections
- f. Maintain and manage the City's urban forest (street trees)
- g. Provide staff and technical support to the Parks and Recreation Commission, the Hope Cemetery Commission, and the Civic Center Commission., GAR Hall and Auditorium Board of Trustees
- h. Maintain and repair public buildings (carpentry, plumbing, electrical, etc.)

Divisional Overview:

This Division consists of three distinct Sections: the Parks and Recreation, Hope Cemetery and Forestry. The Parks and Recreation Section provides for the maintenance and management of 1250 + acres of the 60 City's parks and playgrounds, along with 19 miles of grass median strips and 44 islands and squares. It is also responsible for: the coordination and support for special events: concerts, road races, first night, parades, Fourth of July, etc.; the maintenance and management of the opening of 8 pools/ 3 beaches as part of the summer program. This coming summer all pools will be closed in FY 2010 and those closings are reflected in this budget; the sponsorship and management of the Elm Park Concert Series; March Madness Basketball Tournament which will only take place if donations or grants are in place that cover the complete cost of the services required. The Hope Cemetery Section is responsible for the maintenance and management of 160 + acres of Hope Cemetery including, but not limited to internment, monumentation, and grounds maintenance. The Forestry Section is responsible for the maintenance and management of the City's urban forest through services such as trimming; clean up of storm damage, condemned tree removals, contracted forestry services, tree plantings, and stump grindings.

The Division shall continue to strive to achieve the goals of the Strategic Plan by: improving the physical appearance of the parks, playgrounds and Cemetery; increasing the use and enjoyment of the parks and recreation facilities and programs by all citizens; improving the condition of the urban forest throughout the City; and providing a much cleaner City through cooperative efforts with the Nuisance abatement and environmental and civic groups.

Note: The entire Section is an intricate part of the City's Emergency Response Team.

Administration–Operational Overview:

FY2010 – The Commissioner shall continue to provide the vision, management, and technical support in order to continue to build on the successes of the various diverse operations of this Division of the Department of Public Works and Parks. This Section shall provide all the necessary technical and clerical services to assist the Commissioner and the administrative staff in the efficient day-to-day management of this division. These services shall include: all interaction with the general public (telephone responses), general accounting and record keeping, permit allocation, facility management, personnel management, grant preparation and management, and other tasks. This Section is solely responsible for the overall management of all Department resources relative to FY budgets and general fixed assets. It is important to note this Section also provides staff and technical support to the Hope Cemetery Commission, the G.A.R. Board of Trustees, the Civic Center Commission, the Worcester Memorial Auditorium Board of Trustees as well as the Parks and Recreation Commission, for all commission meetings, correspondence, programs, etc. This Section is also responsible for the complete management and accounting of capital programs (project, financial, and otherwise) for the Parks, Recreation, and Cemetery Section, the City Messenger Department, the Civic Center Commission, Memorial Auditorium and the Green Hill Municipal Golf Course.

Recreation– Operational Overview:

FY2010 – Recreation will NOT open and operate the city's eight (8) pools but will be opening the city's four (4) beaches which include Bell Hill, Coes Pond, Indian Lake and Shore Park. Fundraising initiatives will continue to secure the funds required to maintain the collaboration with Worcester Public Schools for after MCAS recreation programs at four sites. Parks will continue to seek private fundraising initiative to secure the funds required to host the Annual Youth March Madness Basketball Tournament. Recreation will work collaboratively with Worcester Professional Baseball (Worcester Tornados) on Baseball Clinics and other events with the City's Professional Baseball team. The Section looks forward to a collaborative relationship with the City's AHL team, the Worcester Sharks on City events and fundraising opportunities. Parks shall also continue to pursue grants and donations to restore/ expand/ enhance and/ or to create new recreational programs.

Maintenance-Operational Overview:

FY2010 - Parks Maintenance and Construction shall provide services in as much as reduced funding and staffing will allow, for the complete year-round maintenance and management of 1250 + acres of the City's 60 parks and playgrounds, of which 525 acres are categorized as active/ passive recreation areas, as well as 19 miles of grass median strips, 44 grass islands and squares, and a variety of park support buildings. The Section shall also secure, coordinate, and manage a variety of City vendors and subcontractors on various specialized maintenance and remodeling/ upgrading of various offices at City Hall due to relocations and to reallocation of

DEPARTMENT OF PUBLIC WORKS & PARKS

office space. It is important to note this Section shall continue to provide special events operational support for FY2010 (events in the parks/ playgrounds and at City Hall Plaza). Additionally personnel may be assigned to maintain and to manage the grounds of Hope Cemetery for the two weeks prior to Memorial Day. Limited funding may prevent this activity at the cemetery this year. The Section shall also provide for a primary and general election set up for various City and statewide elections.

Forestry – Operational Overview:

FY2010 - Forestry shall provide for the maintenance and the management of all City owned street and park trees in a cost effective manner. This is accomplished by providing effective leadership and services to the taxpayers and local agencies. This shall include planting, trimming, removing dead/ dying trees and stump grinding when funded, inspecting suspect trees, conducting public tree hearings (state law Chapter 87), and providing storm “clean-up” of all public tree damage (street, park, and cemetery) during the fiscal year. Forestry shall also secure and manage any contracts related to services associated with all trees and stumps in the city. Forestry will expand the use of the newly implemented street tree management and GIS software system to manage this important natural resource. Additionally, Forestry shall work as a collaborative partner with the USDA and Commonwealth DCR on the eradication of the Asian Longhorn Beetle

Cemetery Operational Overview:

FY2010 – Hope Cemetery shall provide for the public and private interments (as per all applicable law and statute), the sale of lots, the installment of markers and monuments, and the proper overall maintenance and management of the Cemetery’s one hundred sixty plus acres. If funding is available special emphasis shall be placed on ensuring the grounds are in excellent condition for Memorial Day. Note: all activity associated with public and private interments, the sale of lots, the installment of markers and monuments, etc., have an associated fee, which shall be charged and collected by activity during the fiscal year.

DEPARTMENT OF PUBLIC WORKS & PARKS

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 2,690,478.89	\$ 2,882,479.47	91000	\$ 2,103,574.07
OVERTIME	343,830.18	356,977.00	97000	267,677.00
ORDINARY MAINTENANCE	714,957.94	831,496.00	92000	647,596.00
TOTAL EXPENDITURES	\$ 3,749,267.01	\$ 4,070,952.47		\$ 3,018,847.07
TOTAL POSITIONS	57	56		45

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total recommended budget for Fiscal 2010 for the Parks, Recreation, Hope Cemetery and Forestry is \$3,018,847.07, compared to \$4,070,952.47 for Fiscal 2009. This represents a decrease of \$1,052,105.40 compared to the approved Fiscal 2009 budget.

The following analysis identifies the variances within the Fiscal 2010 budget accounts:

FISCAL 2009		FISCAL 2010	
BUDGET	REGULAR SALARIES	BUDGET	CHANGE
482,479	ADMINISTRATION	372,132	(110,347)
1,295,013	PARKS MAINTENANCE	1,081,866	(213,148)
383,054	FORESTRY	388,310	5,256
360,005	HOPE CEMETERY	223,312	(136,694)
<u>2,520,551</u>	TOTAL ADMINISTRATION	<u>2,065,619</u>	<u>(454,932)</u>
	OTHER PERSONAL SERVICES		
(52,600)	VACANCY FACTOR	(52,600)	0
6,960	EM INCENTIVE PAY	6,960	0
100,000	HOPE CEMETERY TEMPORARY LABORERS	70,000	(30,000)
131,850	SUMMER TEMPORARY STAFF	57,900	(73,950)
140,000	MAINTENANCE TEMPORARY STAFF	0	(140,000)
241,976	CONTRACTUAL STIPENDS-MEO RATES	217,026	(24,950)
<u>(206,258)</u>	FUNDING SOURCES	<u>(261,331)</u>	<u>(55,073)</u>
<u>361,928</u>	TOTAL OTHER PERSONAL SERVICES	<u>37,955</u>	<u>(323,973)</u>
2,882,479	TOTAL PERSONAL SERVICE SALARIES	2,103,574	(778,905)

Total Personal Service Salaries account for Fiscal 2010 is \$2,103,574, a reduction of \$778,905 compared to the approved Fiscal 2009 budget of \$2,882,479. The budget also reflects step increases and the full year impact of the mid-year 2% from Fiscal year 2009. The budget decrease is also attributable to the elimination eleven (11) positions and the reduction of summer temporary help for the various Parks programs. The following represents the positions eliminated for fiscal 2010: (1) Principal Assistant, (1) Clerk of Works Building Maintenance, (1) Working Foreman

DEPARTMENT OF PUBLIC WORKS & PARKS

Motor Equipment, (1) Parks Foreman, (1) Working Foreman Craftman, (4) Parks Laborers, (1) Cemetery Laborer and (1) Office Manager Hope Cemetery.

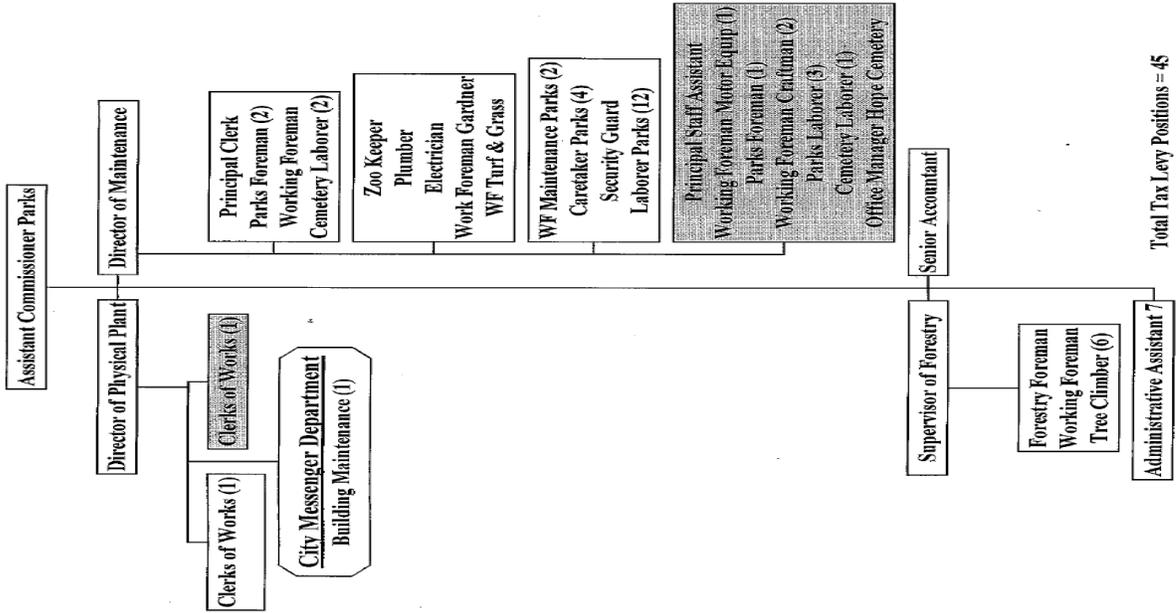
Total Overtime Service Salaries account for Fiscal 2010 is \$267,677, a reduction of \$89,300 compared to the approved Fiscal 2009 budget of \$356,977.

FISCAL 2009 BUDGET	OVERTIME SALARIES	FISCAL 2010 BUDGET	CHANGE
61,200	RECREATION DIVISION OVERTIME	0	(61,200)
101,723	MAINTENANCE DIVISION OVERTIME	93,623	(8,100)
88,725	FORESTRY DIVISION OVERTIME	88,725	0
61,226	HOPE CEMETERY DIVISION OVERTIME	41,226	(20,000)
44,103	SNOW REMOVAL OVERTIME	44,103	0
356,977	TOTAL OVERTIME SALARIES	267,677	(89,300)

The tax levy ordinary maintenance budget for Fiscal 2010 is recommended to be \$647,596, a decrease of \$183,900 compared to the Fiscal 2009 budget of \$831,496. This decrease represents the elimination various ordinary maintenance programs namely: Skyline Drive Landfill monitoring, Stump Removal, Beach Transportation Hillside for the summer beach program and closing of all pools. All other ordinary maintenance programs for Parks is level funded. The following chart identifies the amounts reduced for the eliminated programs:

FISCAL 2009 BUDGET	ORDINARY MAINTENANCE	FISCAL 2010 BUDGET	CHANGE
173,241	UTILITIES	173,241	0
266,385	MAINTENANCE OM	266,385	0
66,800	ADMINISTRATION OM	66,800	0
74,600	FORESTRY OM	74,600	0
65,230	HOPE CEMETERY OM	65,230	0
20,000	SKYLINE DRIVE LANDFILL MONITORING	0	(20,000)
50,000	STUMP REMOVAL	0	(50,000)
35,000	BEACH TRANSPORTATION	0	(35,000)
80,240	SUMMER POOLS	1,340	(78,900)
831,496	TOTAL ADMINISTRATION	647,596	(183,900)

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





ROBERT L. MOYLAN JR., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS
DIVISION OF PARKS/ RECREATION / HOPE CEMETERY- DIVISION # 720

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
PARKS DEPARTMENT/HOPE CEMETERY- ADMINISTRATION DIVISION #7201					
1	\$ 100,846.64	51EM	ASSISTANT COMMISSIONER PARKS	1	\$ 101,845.12
1	67,252.18	46EM	DIRECTOR OF PHYSICAL PLANT	1	67,918.05
1	60,629.82	40M	PRINCIPAL STAFF ASSISTANT	0	-
2	112,331.96	39	CLERK OF WORKS, BUILDING MAINTENANCE, GRADE C	1	59,946.48
1	51,372.32	35	ADMINISTRATIVE ASSISTANT 7	1	51,886.80
1	49,664.12	34	SENIOR ACCOUNTANT	1	50,153.76
1	40,381.92	27	PRINCIPAL CLERK	1	40,381.92
8	\$ 482,478.96		REGULAR SALARIES #7201	6	\$ 372,132.13
1	69,571.96	45EM	DIRECTOR OF MAINTENANCE PARKS/CEMETERY	1	70,260.78
1	59,424.48	38	ELECTRICIAN	1	59,424.48
1	59,424.48	38	PLUMBER	1	59,424.48
1	59,424.48	38	HEAD ZOO KEEPER	1	59,424.48
1	38,106.00	34	WORKING FOREMAN, MOTOR EQUIPMENT REPAIRMAN	0	-
1	51,427.44	34	PARKS FOREMAN	0	-
2	84,564.00	32	WORKING FOREMAN, CRAFTSMAN	1	47,836.08
1	47,836.08	32	WORKING FOREMAN, TURF & GRASS	1	47,836.08
1	47,836.08	32	WORKING FOREMAN, GARDNER	1	47,836.08
2	95,672.16	32	WORKING FOREMAN, PARKS MAINTENANCE MAN	2	93,290.64
1	43,179.84	2	SECURITY GUARD	1	44,724.96
4	161,527.68	27	PARK CARETAKER	4	161,527.68
14	477,018.56	24	PARK LABORER	11	390,279.76
31	\$ 1,295,013.24		REGULAR SALARIES #7203	25	\$ 1,081,865.50
1	67,484.15	42EM	SUPERVISOR OF FORESTRY	1	68,152.32
1	51,427.44	34	FORESTRY FOREMAN	1	51,427.44
1	47,836.08	32	WORKING FOREMAN, CRAFTSMAN	1	47,836.08
6	216,306.32	26	TREE CLIMBER	6	220,894.00
9	\$ 383,053.99		REGULAR SALARIES #7204	9	\$ 388,309.84
1	72,461.12	45M	OFFICE MANAGER HOPE CEMETERY	0	-
2	102,854.88	34	PARKS FOREMAN	2	102,854.88
1	47,836.08	32	WORKING FOREMAN BURIALS	1	47,836.08
4	136,853.20	24	CEMETERY LABORER	2	72,620.64
8	\$ 360,005.28		REGULAR SALARIES #7206	5	\$ 223,311.60
56	\$ 2,520,551.47		TOTAL SALARIES - ALL DIVISIONS	45	\$ 2,065,619.07



ROBERT L. MOYLAN JR., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF PARKS/ RECREATION / HOPE CEMETERY- DIVISION # 720

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
	\$ (52,600.00)		VACANCY FACTOR		\$ (52,600.00)
	6,960.00		EM INCENTIVE PAY		6,960.00
	100,000.00		HOPE CEMETERY TEMPORARY LABORERS		70,000.00
	131,850.00		SUMMER TEMPORARY STAFF		57,900.00
	140,000.00		MAINTENANCE TEMPORARY STAFF		-
	241,976.00		CONTRACTUAL STIPENDS-MEO RATES		217,026.00
<u>56</u>	<u>\$ 3,088,737.47</u>		TOTAL RECOMMENDED SALARIES-ALL DIVISIONS	<u>45</u>	<u>\$ 2,364,905.07</u>
			FUNDING SOURCES:		
	\$ (114,083.00)		PROJECT FUNDS		\$ (62,781.00)
	(28,100.00)		STATE-ADMINISTRATIVE COST FOR JUVENILE COURT		(28,100.00)
	(64,075.00)		CREDIT FROM GOLF COURSE		(20,940.00)
	-		CREDIT FROM LONGHORN BEETLE PROGRAM		(149,510.00)
	<u>\$ (206,258.00)</u>		TOTAL FUNDING SOURCES		<u>\$ (261,331.00)</u>
<u>56</u>	<u>\$ 2,882,479.47</u>	720-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>45</u>	<u>\$ 2,103,574.07</u>
	\$ 61,200.00		RECREATION DIVISION OVERTIME		\$ -
	101,723.00		MAINTENANCE DIVISION OVERTIME		93,623.00
	88,725.00		FORESTRY DIVISION OVERTIME		88,725.00
	61,226.00		HOPE CEMETERY DIVISION OVERTIME		41,226.00
	44,103.00		SNOW REMOVAL OVERTIME		44,103.00
	<u>\$ 356,977.00</u>	720-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 267,677.00</u>
	\$ 66,800.00		ADMINISTRATION - ORDINARY MAINTENANCE		\$ 66,800.00
	122,150.00		ADMINISTRATION - ELECTRICITY		122,150.00
	12,000.00		ADMINISTRATION - NATURAL GAS		12,000.00
	12,495.00		ADMINISTRATION - FUEL OIL		12,495.00
	20,000.00		SKYLINE DRIVE LANDFILL MONITORING		-
	266,385.00		MAINTENANCE - ORDINARY MAINTENANCE		266,385.00
	74,600.00		FORESTRY ORDINARY MAINTENANCE		74,600.00
	50,000.00		FORESTRY STUMP REMOVAL		-
	65,230.00		HOPE CEMETERY ORDINARY MAINTENANCE		65,230.00
	11,500.00		HOPE CEMETERY - ELECTRICITY		11,500.00
	4,896.00		HOPE CEMETERY - NATURAL GAS		4,896.00
	10,200.00		HOPE CEMETERY FUEL OIL		10,200.00
	35,000.00		BEACH TRANSPORTATION		-
	80,240.00		SUMMER POOLS		1,340.00
	<u>\$ 831,496.00</u>	720-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 647,596.00</u>
	<u>\$ 4,070,952.47</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 3,018,847.07</u>

DEPARTMENT OF PUBLIC WORK & PARKS

Robert L. Moylan, Jr., Commissioner

20 East Worcester Street

Worcester, Massachusetts 01604

(508) 929 -1300

Divisional Mission Statement:

Snow operations provided necessary emergency services during the winter months. Snow and ice control services are provided to keep streets open, essential traffic moving and to return streets to safe travelable conditions as quickly as possible. Snow related operations services are provided around the clock during the winter months (December to April). This service ensures rapid response to weather conditions and the ability to react to any and all winter related problems.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
OVERTIME	\$ 459,337.55	\$ 323,865.00	97000	\$ 356,252.00
ORDINARY MAINTENANCE	4,591,812.38	1,935,249.00	92000	2,128,775.00
TOTAL	\$ 5,051,149.93	\$ 2,259,114.00		\$ 2,485,027.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures: The city's snow removal account is projected to increase to \$2,485,027, an increase of \$225,913 or 10% compared to the Fiscal 2009 budget of \$2,259,114. This is consistent with the City's Five Point Plan which includes a policy to increase the Snow Removal budget by 10% annually to achieve adequate funding for an average winter. The total recommended Ordinary Maintenance budget is \$2,128,775 compared to the Fiscal 2009 budget of \$1,935,249. This represents an additional \$193,526 funding that is primarily reserved for the hiring of private plowing services and equipment.

The balance of \$356,252 is earmarked for Snow Removal overtime expenditures an increase of \$32,387 more than the amount allocated for this program in Fiscal 2009 for this City Service. During the course of the year, Public Works will charge this account for overtime related services to monitor and evaluate the overall cost of overtime on snow removal operations.

Omitted from this amount is the estimated annual cost of overtime incurred by the enterprise divisions. The overtime incurred is charged to the hired services account as if Water and Sewer were private contractors. This process has taken place annually to make sure the enterprises are not incurring the expense for snow operations.

Snow Removal expenditures estimates as of March 9, 2009 have exceeded the budget by approximately \$3,841,904, exclusive of the estimated \$783,061 FEMA reimbursement. With the reimbursement, the anticipated snow deficit carryover will be \$3,058,843. There have been 23 winter/snow related events inclusive of the December 12, 2008 ice storm. By statute, the deficit balance of \$3,058,843 if not eliminated by Fiscal 2009-year end, will either be carried into Fiscal 2010 or be raised by taxation or paid for with projected free cash.



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
SNOW REMOVAL EXPENDITURES - ACTUAL FISCAL 2009

STORM DESCRIPTION	REGULAR		OVERTIME		SALT	SAND	HIRED	EQUIP	TOTAL	ACCUM
	HRS	COST	HRS	COST			EQUIP	CITY		
Storm # 1 December 6 / 0.6"	272	6,188	354	12,699	31,824	4,695	10,051	37	65,456	65,456
Storm # 2 December 11 & 12 /Trace	208	4,575	98	1,270	9,792	0	1,988	15	17,625	83,081
Storm # 3 Dec 17 / 1.3 "	492	10,732	463	15,748	66,672	7,544	19,280	35	119,976	203,057
Storm # 4 December 19 /11.6"	120	2,651	923	31,578	101,808	5,494	342,946	352	484,477	687,534
Storm # 5 December 20/ Trace	58	1,318	1,240	42,432	0	0	102,373	0	146,123	833,657
Storm # 6 Dcemebr 21 -23 / 10.5"	392	9,104	1,631	56,501	41,184	9,492	309,963	31	426,244	1,260,404
Storm # 7 Dcember 24/Trace	304	6,616	255	8,794	30,816	0	4,980	30	51,207	1,311,643
Storm # 8 December 27/ Trace	120	2,766	320	10,828	32,976	410	5,546	23	52,525	1,364,168
Storm # 9 December 30 / 1.0"	120	2,600	151	5,024	30,240	4,367	11,559	33	53,790	1,417,958
Storm # 10 December 31 / 6.4"	424	9,250	965	33,615	85,680	5,453	243,311	357	377,309	1,795,267
Storm # 11 January 3/ 1.1"	128	2,763	286	9,986	32,256	5,125	9,642	31	59,772	1,855,039
Storm # 12 January 5 / Trace	297	6,644	72	2,370	27,792	2,399	12,433	33	51,638	1,906,677
Storm # 13 January 7 & 8 / 2.0"	553	12,326	813	27,647	125,136	14,576	134,811	243	314,496	2,221,171
Storm # 14 January 10 & 11/4.8 inches	863	19,276	2,050	72,657	68,544	5,658	330,484	351	496,619	2,717,789
Storm # 15 January 18 / 7.0"	72	1,648	1,232	42,465	95,760	4,838	260,202	358	404,913	3,122,703
Storm # 16 January 19 / 5.3"	1,152	25,931	1,016	33,348	20,160	3,731	183,277	334	266,447	3,389,150
Storm # 17 January 28-30 / 4.5"	1,040	23,267	1,006	34,748	141,984	16,564	287,079	373	503,642	3,892,792
Storm # 18 February 3 / 3.3"	1,556	35,160	848	29,477	129,384	5,084	117,603	272	316,708	4,209,500
Storm # 19 February 18 & Feb 19 /2.63"	356	7,981	652	22,510	83,520	1,497	74,149	196	189,657	4,399,157
Storm # 20 February 23 /1.8"	656	14,840	591	20,038	34,992	9,307	20,228	33	99,404	4,498,560
Storm # 21 March 1 /1.0"	88	1,981	328	11,057	32,256	0	4,472	23	49,766	4,548,326
Storm # 22 March 2 /9.3"	1,372	30,649	1,085	37,341	54,576	5,535	367,130	374	495,231	5,043,557
Storm # 23 March 9 / 2.8"	430	9,817	259	8,845	27,000	4,971	13,461	18	64,094	5,107,651
TOTAL	11,073	248,083	16,632	570,977	1,304,352	116,740	2,866,968	3,552	5,107,120	0
SNOW = 76.9"										
Fiscal 2009 Projected Cost										5,107,651
Ice Storm Expenditures										<u>1,044,081</u>
Total Snow Expenditures										6,151,732
Fiscal 2009 Snow Budget										<u>2,459,114</u>
SNOW DEFICIT										3,692,618
Police Expenditures										32,979
Water Sewer Enterprise Expenditures										175,874
Regular & OT Salaries										667,360
OM & Salt Expenditures										476,330
Open Encumbrances										131,463
TOTAL SNOW DEFICIT										3,841,904
PROJECTED FEMA REIMBURSEMENT FOR ICE STORM (75%)										<u>(783,061)</u>
FISCAL 2009 SNOW DEFICIT										3,058,843



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS - SNOW REMOVAL #411

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
<u>\$ 323,865.00</u>	411-97000 SNOW REMOVAL DPW OVERTIME	<u>356,252.00</u>
122,405.00	PURCHASE OF SUPPLIES - SAND ONLY	134,646.00
15,238.00	SNOW ORDINARY MAINTENANCE	16,762.00
1,332,045.00	SNOW HIRED SERVICES - & EQUIPMENT	1,465,250.00
<u>465,561.00</u>	PURCHASE OF SUPPLIES - ROAD SALT	<u>512,117.00</u>
<u>\$ 1,935,249.00</u>	411-92000 TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 2,128,775.00</u>
<u>\$ 2,259,114.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 2,485,027.00</u>

ROBERT L. MOYLAN, Jr., COMMISSIONER**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2008****DEPARTMENT OF PUBLIC WORKS & PARKS - SNOW REMOVAL #411****SNOW REMOVAL COSTS BUDGET VS ACTUAL****FISCAL YEAR 2003 - 2009**

	2004	2005	2006	2007	2008	2009
EXPENDITURES	2,441,801	5,379,465	3,099,020	2,224,942	5,051,150	6,301,018
Total Snow Budget	1,171,000	1,171,000	1,300,000	1,600,000	2,048,000	2,259,114
FEMA Reimbursements	553,188	690,996	0	0	0	783,061
Budget Transfers	75,875	26,000	0	0	1,928,942	200,000
TOTAL BUDGET	1,800,063	1,887,996	1,300,000	1,600,000	3,976,942	3,242,175
SNOW DEFICIT	(641,738)	(3,491,468)	(1,799,020)	(624,942)	(1,074,208)	(3,058,843)

FEMA Reimbursement for Fiscal 2009 is a projection based on 75% rate of the total ice storm related charges to date which is approximately \$783061.

The city has had to use its Free Cash reserves to fund annual Snow Removal Deficits for three of last four years. This practice deteriorates the city's Fund Balance a measure used by the Bond Rating Agencies to evaluate Worcester's Credit quality. Over the past two fiscal years and again in FY 08 the Snow Removal Budget has been increased to begin to add dollars to the operating budget for this city operation. To budget for an average 80 inch snow season the city will need to budget over 3.5 million.

Snow Fall in Inches	40.75	111.40	64.20	41.45	70.10	76.90
Cost per Inch	59,921.50	48,289.63	48,271.34	53,677.72	72,056.35	81,937.81

**DEPARTMENT OF PUBLIC WORKS & PARKS
STREETLIGHTS #412**

Robert L. Moylan, Jr.
Commissioner
 20 East Worcester Street
 Worcester, Massachusetts 01604
 (508) 929 -1300

Divisional Mission Statement:

The mission of the Division of Public Works Streetlights is to:

- a. Provide effective management of approximately 13,244 street, bridge, tunnel, and gaslights
- b. Timely maintenance and repairs to ensure efficient lighting for public safety, pedestrian and vehicle traffic
- c. Citywide lighting surveys to address any problems or needs regarding streetlights for both citizens and businesses in the City

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
EXPENDITURES	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
ORDINARY MAINTENANCE	\$ 2,997,618.00	\$ 3,087,828.00	92000	\$ 1,887,828.00
TOTAL	\$ 2,997,618.00	\$ 3,087,828.00		\$ 1,887,828.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total recommended budget for Fiscal 2010 is \$1,887,828, a net decrease of \$1,200,000 under the currently approved Fiscal 2009 budget of \$3,087,828. This recommended decrease is attributable to the anticipated savings from the proposed acquisition of the streetlights and the elimination of current lease costs. The purchase price is estimated to be \$474,000 and there will be an annual maintenance contract in the amount of \$680,000 that will cover annual maintenance needs of the street lighting system.

Included in this budget are “other charges” such as transition charges, transmission, energy conservation and renewable energy charges which adds approximately \$0.02 to each kilowatt hours billed. Worth noting is the fact that if these “other charges” change during the fiscal year, a one-cent (\$0.01) increase would have an \$86,000 impact on this budget.



ROBERT L. MOYLAN, Jr., COMMISSIONER

**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS - STREET LIGHTS #412**

RECOMMENDED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 3,007,978.00	PURCHASE OF SERVICE - ELECTRICITY	\$ 3,029,978.00
64,000.00	MAINTENANCE & REPAIR	30,000.00
1,600.00	HIRED SERVICES & EQUIPMENT	1,600.00
4,250.00	SUBDIVISION STREET LIGHTS	11,250.00
10,000.00	ORDINARY MAINTENANCE - NATURAL GAS	15,000.00
-	STREET LIGHTS PURCHASE OPTION	(1,200,000.00)
<u>\$ 3,087,828.00</u>	412-92000 TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 1,887,828.00</u>
<hr/>		
<u>\$ 3,087,828.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 1,887,828.00</u>

DEPARTMENT OF PUBLIC WORKS & PARKS

SEWER DIVISION

Robert L. Moylan, Jr.
Commissioner
20 East Worcester Street
Worcester, Massachusetts 01604
(508) 929 -1300

Mission Statement:

The mission of the Sewer Department is to:

- a. Provide the citizens of Worcester with a properly functioning and well maintained conveyance system for sanitary and storm water flows as measured by the number of days without system bypass

Divisional Overview:

Sewer Division is an Enterprise operation. The division is responsible for the collection and conveyance of all sanitary sewage and stormwater throughout the City of Worcester. The sanitary, combined stormwater systems are made-up of approximately 750 miles of various sized mains, twenty-eight sewage-pumping stations and a Combined Sewage Overflow Treatment Facility. Over 150 miles of sewers were constructed before 1900.

The Sewer Division is responsible for catch basin cleaning, sewage pumping station maintenance, inspection and diagnosis of sewer systems, general infrastructure maintenance, easement clearing and flood control including street drainage. The Sewer Division is funded entirely from revenues provided through a user fee. The sewer user fee for Fiscal 2010 is recommended to be \$4.61 per hundred cubic feet (approximately 748 gallons). The actual cost for residential properties is based on 80% of water usage. This rate recommendation is done after very careful review of the sewer enterprise budget and its operations.

This year's rate is \$4.61 or 8.0% above the fiscal year 2009 rate. The budget impact on this year's rate largely attributable to the capital improvement program that is underway at Upper Blackstone Water Abatement District, new storm water costs, as well as anticipated increases for debt service. Due to a significant decline in water use, it is clearly seen that both enterprises are affected. After careful review usage estimates have been adjusted downwards. This adjustment has a direct impact on the rate, increasing the amount needed per unit of water/sewer use.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 2,459,102.53	\$ 2,893,616.82	91000	\$ 2,868,854.52
OVERTIME	217,690.41	196,000.00	97000	196,000.00
ORDINARY MAINTENANCE	13,402,744.61	15,410,285.00	92000	15,963,686.00
CAPITAL OUTLAY	5,290.16	24,500.00	93000	24,500.00
DEBT SERVICE	4,836,280.71	5,069,934.00	94000	5,293,870.00
TRANSFER OF SERVICES	3,014,216.00	3,155,025.00	95000	3,187,212.00
FRINGE BENEFITS	2,146,479.30	2,854,527.00	96000	3,012,721.91
TOTAL EXPENDITURES	\$ 26,081,803.72	\$ 29,603,887.82		\$ 30,546,844.43
TOTAL POSITIONS	68	68		68

FISCAL 2010 BUDGET OVERVIEW**Expenditures:**

The total recommended gross budget for the Sewer Division is \$30,546,844.43, a net increase of \$942,956.61 over the Fiscal 2009 approved budget of \$29,603,887.82. The following analysis identifies the net activity within the various budget accounts.

The total recommended Personal Services budget is projected to be \$2,868,854.52 a net decrease of \$24,762.30 compared to the fiscal 2009 budget amount of \$2,892,616.82. This represents \$24,505.30 decrease in Regular Salaries and \$257 for Contractual Stipends. Staffing is level funded with 68 budgeted positions. The recommended Personal Services budget reflects the step increases and the full year impact of the mid-year 2% fiscal year 2009.

The recommended budget for ordinary maintenance expenses is \$15,963,686, an increase of \$553,401 or 3.47% due to increased cost that will be assessed to the City of Worcester by the 2010 Upper Blackstone Water Pollution Abatement Treatment processing. This increase is for the fourth phase of the capital improvement program to the 27 year old facility. This represents a total increase of \$3,722,699 in four fiscal years. The following illustrates the five-year cost schedule for the Upper Blackstone Water Pollution Abatement Treatment facility.

	Previous <u>Year</u>	Current <u>Year</u>	<u>Variance</u>
Fiscal 2010	12,503,373	12,858,774	553,401
Fiscal 2009	11,570,918	12,305,373	743,455
Fiscal 2008	10,825,269	11,570,918	745,649
Fiscal 2007	9,145,075	10,825,269	1,680,194
Fiscal 2006	6,497,134	9,145,075	2,647,941
Fiscal 2005	2,971,474	6,497,134	3,525,660

All other Ordinary Maintenance accounts for the Sewer Division is level funded.

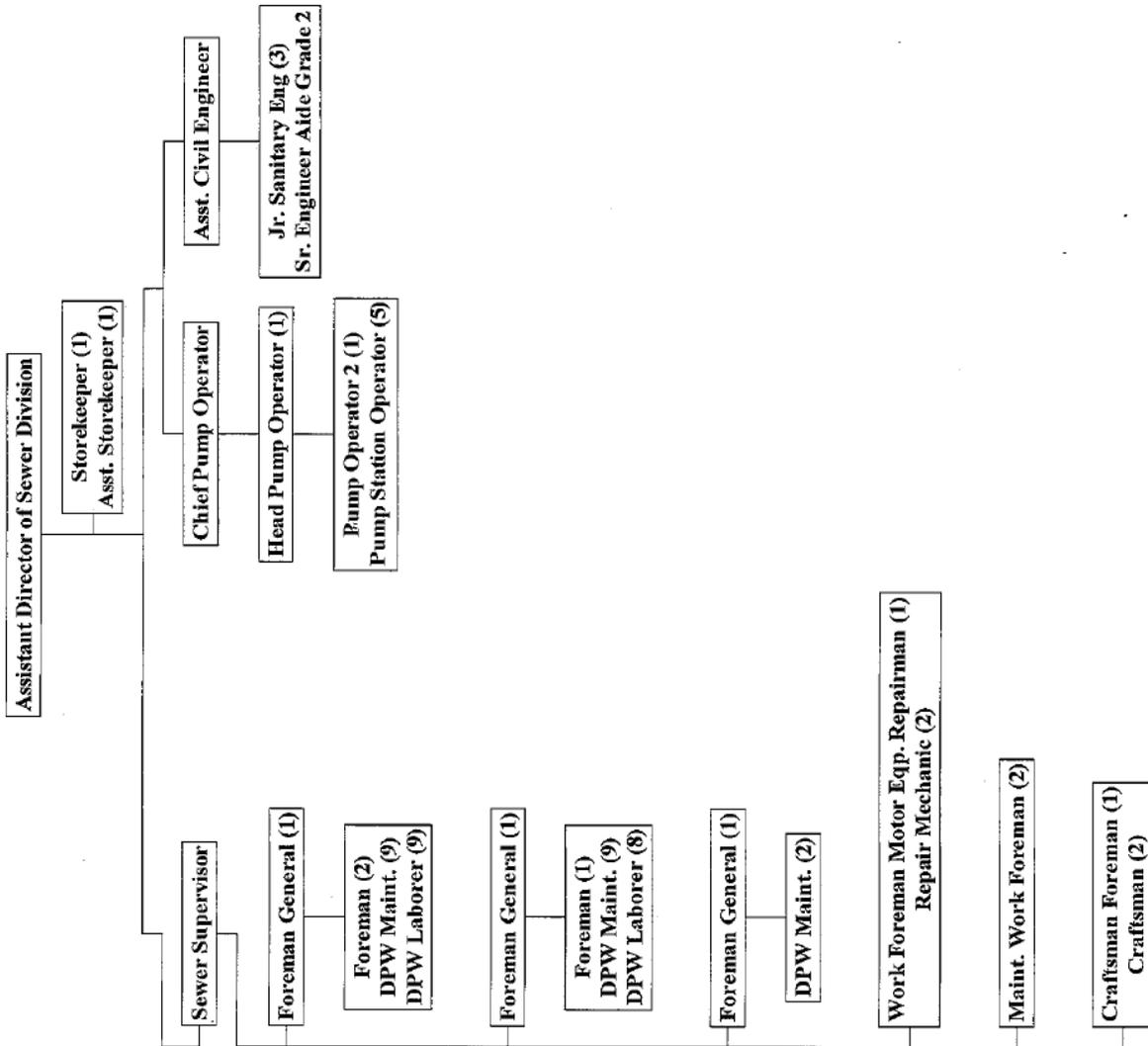
The recommended budget for Debt Service is \$5,293,870 compared to the Fiscal 2009 budget of \$5,069,934 an increase of \$223,963 (\$142,569 and \$81,367 in principal and interest respectively). The projected debt service will be used to fund existing principal and interest debt outstanding in the amount of \$5,079,144, as well as pay for \$214,726 of BAN interest and ½ year Bond interest on \$5,850,000 of new Sewer projects to be completed in fiscal 2009.

The recommended budget for Indirect Service is \$3,187,212 compared to the Fiscal 2009 budget of \$3,155,025 an increase of \$32,187. This account is used to pay for a portion of salary and ordinary maintenance costs of other departments that provide services to this enterprise operation. The following illustrates the five-year cost schedule for this account:

	Previous <u>Year</u>	Current <u>Year</u>	<u>Variance</u>
Fiscal 2010	3,155,025	3,187,212	32,187
Fiscal 2009	3,046,146	3,155,025	108,869
Fiscal 2008	2,950,822	3,046,156	95,334
Fiscal 2007	2,856,869	2,950,822	93,953
Fiscal 2006	2,706,664	2,856,869	150,205
Fiscal 2005	2,724,811	2,706,664	(18,147)

The recommended budget for Fringe Benefits is \$3,012,721.91 a net increase of \$158,194.91 compared to the Fiscal 2009 budget of \$2,854,527. The largest portion of this increase is \$140,591 is attributed to Pension related costs; a reduction of (\$15,755) in Workers Compensation charges and an increase of \$22,638 in Health Insurance. Workers Compensation is decreased by \$5,063.85. The Unemployment insurance account is level funded at \$10,000. The fringe benefit account is used to fund pensions and employee health insurance premiums and other related fringe benefits for Sewer Division active and retired employees.

DEPARTMENT OF PUBLIC WORKS & PARKS
SEWER DIVISION



Total Sewer Positions = 68



ROBERT L. MOYLAN, JR., COMMISSIONER

CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF SEWER- DIVISION #440

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
1	\$ 80,938.81	46M	ASSISTANT DIRECTOR SEWER OPERATIONS	1	\$ 81,745.20
1	66,022.56	41	ASSISTANT CIVIL ENGINEER, GRADE 4	1	66,022.56
1	62,697.00	39M	SEWER OPERATIONS SUPERVISOR	1	63,308.16
1	62,697.00	39M	CHIEF PUMPING STATION OPERATOR	1	63,308.16
3	160,802.10	38	GENERAL PUBLIC WORKS FOREMAN	3	171,660.80
1	57,424.80	38	HEAD PUMPING STATION OPERATOR	1	57,983.76
3	161,752.32	37	JUNIOR SANITARY ENGINEER, DPW	3	165,648.96
3	154,282.32	34	PUBLIC WORKS FOREMAN	3	142,422.48
1	39,567.60	34	WORKING FOREMAN MOTOR EQUIPMENT REPAIRMAN	1	39,567.60
1	41,666.72	33	SENIOR ENGINEERING AIDE, GRADE 2	1	41,906.16
1	36,727.92	32	WORKING FOREMAN, CRAFTSMAN	1	36,727.92
1	47,836.08	32	PUMPING STATION OPERATOR 2	1	47,836.08
2	78,989.04	30	MOTOR EQUIPMENT REPAIRMAN DPW	2	78,777.36
2	89,449.92	30	PUBLIC WORKS MAINTENANCE CRAFTSMAN	2	80,653.92
2	88,852.00	30	WORKING FOREMAN, PUBLIC WORKS MAINTENANCE MAN	2	77,861.52
5	159,176.48	30	PUMPING STATION OPERATOR	5	171,019.52
20	752,653.26	26	PUBLIC WORKS MAINTENANCE MAN	20	762,818.08
1	31,111.20	26	STOREKEEPER (DPW)	1	31,111.20
1	37,625.76	25	ASSISTANT STOREKEEPER (DPW)	1	37,625.76
17	570,783.92	24	PUBLIC WORKS LABORER	17	538,546.32
68	2,781,056.82		TOTAL REGULAR SALARIES	68	2,756,551.52
	163,079.00		CONTRACTUAL STIPENDS - MEO		162,822.00
	(50,519.00)		VACANCY FACTOR		(50,519.00)
68	\$ 2,893,616.82	440-91000	TOTAL RECOMMENDED PERSONAL SERVICES	68	\$ 2,868,854.52
	196,000.00	440-97000	TOTAL OVERTIME		196,000.00
	\$ 25,620.00		TELEPHONE		\$ 25,620.00
	39,496.00		CHANNEL DIVERSION		39,496.00
	6,000.00		UBWPAD PROCESSING		6,000.00
	114,650.00		SEWER ORDINARY MAINTENANCE		114,650.00
	38,545.00		YARD ORDINARY MAINTENANCE		38,545.00
	162,003.00		SEWER / YARD ORDINARY MAINTENANCE - GAS & OIL		162,003.00
	80,824.00		SEWAGE PUMPING - ORDINARY MAINTENANCE		80,824.00
	432,176.00		SEWAGE PUMPING - ELECTRICITY		432,176.00
	8,000.00		SEWAGE PUMPING - NATURAL GAS		8,000.00
	16,000.00		SEWAGE PUMPING - FUEL & OIL		16,000.00
	9,450.00		CATCH BASINS		9,450.00
	174,100.00		QUINSIGAMOND PLANT - ORDINARY MAINTENANCE		174,100.00
	36,400.00		QUINSIGAMOND PLANT - ELECTRICITY		36,400.00
	10,000.00		QUINSIGAMOND PLANT - NATURAL GAS		10,000.00
	250,000.00		CATCH BASIN DISPOSAL		250,000.00
	1,295,000.00		STORM WATER MANAGEMENT		1,295,000.00
	401,000.00		VEHICLE SERVICE		401,000.00
	12,305,373.00		SEWERAGE TREATMENT		12,858,774.00
	5,648.00		CLOTHING & UNIFORM SERVICE		5,648.00
	\$ 15,410,285.00	440-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		\$ 15,963,686.00

ROBERT L. MOYLAN, JR., COMMISSIONER

CITY OF WORCESTER -RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF SEWER- DIVISION #440

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	PROPOSED FY10 AMOUNT
	<u>\$ 24,500.00</u>	440-93000	TOTAL OTHER CAPITAL OUTLAY		<u>\$ 24,500.00</u>
	\$ 2,996,628.00		DEBT SERVICE:		\$ 3,139,197.00
	2,073,306.00		REDEMPTION OF BONDS		2,154,673.00
	<u>\$ 5,069,934.00</u>	440-94000	TOTAL DEBT SERVICES		<u>\$ 5,293,870.00</u>
	<u>\$ 3,155,025.00</u>	440-95000	TRANSFER OF SERVICES		<u>\$ 3,187,212.00</u>
	\$ 1,399,363.00		FRINGE BENEFITS		\$ 1,422,000.76
	8,480.00		HEALTH INSURANCE		8,480.00
	656,026.00		NON CONTRIBUTORY PENSIONS		783,578.00
	183,559.00		CONTRIBUTORY PENSIONS		183,559.00
	20,963.00		EARLY RETIREMENT		20,963.00
	551,913.00		SECTION 90 PENSIONS		564,982.00
	24,223.00		PENSION OBLIGATION BONDS		19,159.15
	10,000.00		WORKERS COMPENSATION		10,000.00
	<u>\$ 2,854,527.00</u>	440-96000	TOTAL FRINGE BENEFITS		<u>\$ 3,012,721.91</u>
	<u>\$ 29,603,887.82</u>		TOTAL SEWER		<u>\$ 30,546,844.43</u>

DEPARTMENT OF PUBLIC WORKS & PARKS WATER DIVISION

Robert L. Moylan, Jr.

Commissioner

20 East Worcester Street

Worcester, Massachusetts 01604

(508) 929 -1300

Division Mission Statement:

The mission of Water Operation is to:

- a. Provide a safe and dependable water supply to the Worcester community as measured by the number of days in compliance with State and Federal Regulations

Divisional Overview:

The Water Division is an Enterprise operation responsible for the supply and conveyance of potable water throughout the city. Water Operations provides an average of 24 million gallons per day (mgd) for both in-city use and sale to towns and water districts adjacent to Worcester. The supply system consists of 10 reservoirs located in five neighboring towns. Worcester's complex distribution system includes over 592 miles of water mains ranging in size from 3/4 to 54-inch diameter pipes, 6,100 fire hydrants and nearly 40,000 service connections. Emergency response to system failures is provided 24 hours a day throughout the year.

The in-city water user fee for Fiscal 2010 is recommended to be \$2.99 per 100 cubic feet (CCF) of water used. This year's rate is \$0.15 or 5.3% higher than the Fiscal 2009 rate. The water rate for out of town users remains level at \$3.40 per 100 cubic feet (CCF).

Water use overall appears to be in decline at this time. Recognizing this fact, the projected water use for Fiscal 2010 has been reduced to reflect reality. This reduction has a direct impact on the rate, but it also results in a realistic and attainable Water Enterprise revenue projection.

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
SALARIES	\$ 4,971,002.52	\$ 6,058,586.45	91000	\$ 5,819,561.16
OVERTIME	561,436.42	600,000.00	97000	600,000.00
ORDINARY MAINTENANCE	3,001,440.20	3,247,023.00	92000	3,349,023.00
CAPITAL OUTLAY	4,186.08	25,000.00	93000	25,000.00
DEBT SERVICE	9,513,116.20	9,639,292.00	94000	10,254,852.00
TRANSFER OF SERVICES	2,031,794.00	2,091,784.00	95000	2,091,784.44
FRINGE BENEFITS	3,160,531.67	3,993,911.00	96000	4,222,243.03
TOTAL EXPENDITURES	\$ 23,243,507.09	\$ 25,655,596.45		\$ 26,362,463.63
TOTAL POSITIONS	127	138		132

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total recommended gross budget for the Water Division is \$26,325,867.33, an increase of \$670,270.88 compared to the Fiscal 2009 budget amount of \$25,655,596.45. The following analysis identifies the activity within the various budget accounts.

The net recommended Personal Services salaries budget is recommended to be \$5,819,561.16, a net decrease of (\$239,025.29), compared to the Fiscal 2009 amount of \$6,058,586.45. This decrease represents the un-funding of the following five Water Division positions; a Junior Civil Engineer Grade III, a Public Works Inspector Foreman, a Working Foreman Craftsman and two Public Works Laborers. It also reflects step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The recommended Overtime budget for Fiscal 2010 is level funded at \$600,000.

The recommended budget for Ordinary Maintenance is \$3,349,023. This represents an increase of \$102,000 over the Fiscal 2009 amount of \$3,247,023. The net increase in ordinary maintenance will be used to pay for utility and ordinary maintenance expenditures associated with Water Filtration Plant; \$67,000 for Water Filtration chemical expenses; \$15,000 for Electricity and \$20,000 for Natural Gas. It is anticipated that Water Enterprise shall continue to deliver all other Fiscal 2010 programs at the approved Fiscal 2010 rate.

The recommended budget for Debt Service is \$10,254,852, a net increase \$615,560, compared to fiscal 2009 budget of \$9,639,292. The projected debt service will be used to fund existing principal and interest debt outstanding various water loans, and additional new debt in the amount of \$215,111 for BAN and ½ year Bond interest cost for \$5,815,000 in new Water

projects completed in Fiscal 2009. The projected budget will also pay for \$3,266,800 in interest as well as \$6,772,941 in principal payments for existing debt outstanding.

The recommended budget for Fringe Benefits is \$4,185,647.17, a net increase of \$197,736.17 compared to the Fiscal 2009 budget of \$3,993,911. The Health Insurance portion of this account is projected to decrease by (\$42,639.83); an increase of \$182,040 in Pensions and increase of \$51,972 in Workers Compensation charges.

The recommended budget for Indirect Services is level funded at \$2,091,784. This account is used to pay for salary and ordinary maintenance costs of other departments that provide service to this enterprise.



ROBERT L. MOYLAN, Jr., COMMISSIONER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF PUBLIC WORKS & PARKS
DIVISION OF WATER- DIVISION #450

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 97,008.48	47EM	DIRECTOR, WATER & SEWER OPERATIONS	1	\$ 97,968.96
1	80,854.46	45EM	DIRECTOR OF ENVIROMENTAL SYSTEMS	1	81,655.00
1	84,334.11	47M	ASSISTANT DIRECTOR OF WATER OPERATIONS	1	85,169.52
1	80,938.81	46M	WATER FILTRATION PLANT MANAGER	1	81,745.20
2	150,531.85	44M	SENIOR SANITARY ENGINEER, GRADE 5	2	152,006.40
1	62,697.00	39M	SUPERVISOR OF WATER SUPPLY	1	63,308.16
1	62,697.00	39M	WATER DISTRIBUTION SUPERVISOR	1	63,308.16
1	62,697.00	39M	SENIOR STAFF ASSISTANT	1	63,308.16
2	131,622.72	41	ASSISTANT SANITARY ENGINEER, GRADE 4	2	132,045.12
1	63,751.44	41	SENIOR GIS ANALYST (DPW)	1	64,373.04
1	63,751.44	41	WATER FILTRATION CHEMIST	1	64,373.04
1	61,537.12	40	WATER FILTRATION INSTRUMENT TECHNICIAN	1	62,138.88
1	54,934.55	39	FORESTER	1	57,580.00
3	178,158.18	39	SENIOR WATER FILTRATION PLANT OPERATOR	3	179,902.08
1	59,904.72	38P	SYSTEMS ACCOUNTANT	1	61,094.88
3	169,992.24	38	GENERAL PUBLIC WORKS FOREMAN	3	173,059.68
1	56,494.47	38	HEAD PUMPING STATION OPERATOR	1	46,416.24
1	49,664.12	38	WATER FILTRATION ELECTRICAL TECHNICIAN	1	50,153.76
4	216,776.16	37	JUNIOR CIVIL ENGINEER, GRADE 3 (DPW)	3	171,633.60
1	53,068.71	36	SENIOR FILTRATION MECHANICAL TECHNICIAN	1	53,912.16
5	247,822.64	36	PUBLIC WORKS FOREMAN AND INSPECTOR	4	193,620.24
1	39,567.60	34	UTILITY DATA TECHNICAN	1	40,736.88
6	284,737.44	34	PUBLIC WORKS FOREMAN	6	277,968.56
3	148,992.37	34	WATER FILTRATION PLANT OPERATOR	3	150,461.28
1	49,664.12	34	FILTRATION PLANT LABORATORY TECHNICIAN	1	50,153.76
1	51,427.44	34	WORKING FOREMAN, MOTOR EQUIP REPAIRMAI	1	51,427.44
3	134,203.52	33	SENIOR ENGINEERING AIDE, GRADE 2 (DPW)	3	138,026.48
1	43,168.77	33	ADMINISTRATIVE ASSISTANT, GRADE 6	1	48,462.48
4	166,016.88	32	WORKING FOREMAN, CRAFTSMAN	3	129,288.96
1	42,427.27	32	WATER FILTRATION MECHANICAL TECHNICIAN	1	44,365.44
4	191,344.32	32	PUMPING STATION OPERATOR II	4	191,344.32
2	89,449.92	30	MOTOR EQUIPMENT REPAIRMAN DPW	2	89,449.92
2	78,989.04	30	PUBLIC WORKS MAINTENANCE CRAFTSMAN	2	78,989.04
3	134,174.88	30	WORKING FOREMAN, DPW MAINTENANCE MAN	3	132,191.28
2	83,177.94	30	HEAD CLERK	2	86,825.28
1	41,906.16	28	SENIOR STOREKEEPER	1	41,906.16
1	38,331.85	27	PRINCIPAL CLERK AND TYPIST	1	38,607.12
1	35,729.07	27	PRINCIPAL CLERK & STENOGRAPHER	1	38,001.60
33	1,164,725.28	26	PUBLIC WORKS MAINTENANCE MAN	33	1,095,102.80
1	38,941.20	26	WATER SERVICE INSPECTOR	1	38,941.20
2	64,841.54	26	STOREKEEPER (DPW)	2	68,799.60
3	107,646.45	25	ASSISTANT STOREKEEPER (DPW)	3	108,534.24
3	105,275.29	24	ASSISTANT FILTRATION PLANT OPERATOR	3	106,300.08
1	32,117.52	24	SENIOR CLERK AND STENOGRAPHER	1	33,282.72
17	559,307.04	24	PUBLIC WORKS LABORER	15	547,710.32
1	32,117.52	22	SENIOR CLERK AND TYPIST	1	33,282.72
1	39,815.65	4	SENIOR SECURITY GUARD (DPW)	1	46,266.08
4	132,311.13	1	SECURITY GUARD	4	119,073.12
137	6,019,644.45		REGULAR SALARIES	132	5,824,271.16

ROBERT L. MOYLAN, Jr., COMMISSIONER**CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010****DEPARTMENT OF PUBLIC WORKS & PARKS****DIVISION OF WATER- DIVISION #450**

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
AUTHORIZED POSITIONS UNFUNDED					
0	-	24	PUBLIC WORKS LABORER	2	-
0	-	37	JUNIOR CIVIL ENGINEER, GRADE 3 (DPW)	1	-
0	-	36	PUBLIC WORKS FOREMAN AND INSPECTOR	1	-
0	-	32	WORKING FOREMAN, CRAFTSMAN	1	-
1	-	32	STAFF ASSISTANT I	1	-
1	-		REGULAR SALARIES	6	-
	4,922.00		EM INCENTIVE PAY		4,922.00
	171,398.00		CONTRACTUAL STIPENDS - MEO		128,057.00
	(105,502.00)		VACANCY FACTOR		(105,502.00)
	<u>6,090,462.45</u>		TOTAL RECOMMENDED SALARIES		<u>5,851,748.16</u>
	(31,876.00)		FUNDING SOURCES: CREDIT SEWER REVENUES		(32,187.00)
	<u>(31,876.00)</u>				<u>(32,187.00)</u>
138	<u>\$ 6,058,586.45</u>	450-91000	TOTAL RECOMMENDED PERSONAL SERVICES	138	<u>\$ 5,819,561.16</u>
	<u>600,000.00</u>	450-97000	TOTAL OVERTIME		<u>600,000.00</u>
\$ 290,540.00			WATER ORDINARY MAINTENANCE	\$ 290,540.00	
28,865.00			YARD ORDINARY MAINTENANCE	28,865.00	
13,050.00			WATER / YARD OM - NATURAL GAS	13,050.00	
33,820.00			WATER / YARD OM - ELECTRICITY	33,820.00	
162,500.00			WATER / YARD OM - GAS & OIL	162,500.00	
27,000.00			TELEPHONE	27,000.00	
41,000.00			WATER CONSERVATION	41,000.00	
153,000.00			VEHICLE SERVICE	153,000.00	
470,665.00			RESERVOIRS OM	470,665.00	
738,335.00			RESERVOIR - ELECTRICITY	738,335.00	
17,000.00			RESERVOIR - FUEL & OIL	17,000.00	
6,400.00			RESERVOIR - NATURAL GAS	6,400.00	
10,000.00			WATER PUMPING	10,000.00	
297,000.00			TRENCH REPAIRS	297,000.00	
549,400.00			WATER FILTRATION - OM	616,400.00	
323,000.00			WATER FILTRATION - ELECTRICITY	338,000.00	
77,600.00			WATER FILTRATION - NATURAL GAS	97,600.00	
7,848.00			UNIFORM & CLOTHING SERVICE	7,848.00	
<u>\$ 3,247,023.00</u>		450-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE	<u>\$ 3,349,023.00</u>	
<u>\$ 25,000.00</u>		450-93000	TOTAL OTHER CAPITAL OUTLAY	<u>\$ 25,000.00</u>	

ROBERT L. MOYLAN, Jr., COMMISSIONER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF PUBLIC WORKS & PARKS

DIVISION OF WATER- DIVISION #450

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
			DEBT SERVICES:		
	\$ 3,608,292.00		INTEREST ON BONDS		\$ 3,481,911.00
	6,031,000.00		REDEMPTION OF BONDS		6,772,941.00
	<u>\$ 9,639,292.00</u>	450-94000	TOTAL RECOMMENDED DEBT SERVICES		<u>\$ 10,254,852.00</u>
	<u>\$ 2,091,784.00</u>	450-95000	TRANSFER OF SERVICES		<u>\$ 2,091,784.44</u>
			FRINGE BENEFITS		
	\$ 2,040,244.00		HEALTH INSURANCE		\$ 1,997,604.17
	1,789.00		NON CONTRIBUTORY PENSIONS		-
	916,605.00		CONTRIBUTORY PENSIONS		1,083,483.00
	176,332.00		EARLY RETIREMENT		176,332.00
	32,928.00		SECTION 90 PENSIONS		32,928.00
	771,137.00		PENSION OBLIGATION BONDS		788,452.00
	44,876.00		WORKERS COMPENSATION		133,443.86
	10,000.00		UNEMPLOYMENT COMPENSATION		10,000.00
	<u>\$ 3,993,911.00</u>	450-96000	TOTAL FRINGE BENEFITS		<u>\$ 4,222,243.03</u>
	<u>\$ 25,655,596.45</u>		TOTAL WATER		<u>\$ 26,362,463.63</u>

ADMINISTRATION & FINANCE

Thomas F. Zidelis
Chief Financial Officer
City Hall – Room 402
455 Main Street
Worcester, Massachusetts 01608
(508) 799 – 1180

Department Mission Statement:

The Department of Administration and Finance is comprised of the Budget Division, Purchasing Division and Treasurer and Collection Division. The mission of the Department is to:

- a. Oversee all aspects of Worcester’s financial functions and to achieve and complete the missions of the Assessing, Technical Services, and Treasury Divisions. (See applicable divisional sections)
- b. Act as the City’s receipting and disbursing agent of public financial assets in order to maximize the utilization and safekeeping of City funds.
- c. Prepare and monitor each fiscal year’s capital, grant, and tax levy budgets.
- d. Perform financial analyses on various projects and annual City programs.
- e. Perform all appropriate grant administration services.
- f. Coordinate grants acquisition to design and assist to identify and prioritize critical areas for state and federal funding; research legislation that furthers the departments’ long-range goals and mission; write proposals; and secure funds for programmatic, capital, and operational needs.
- g. Procure materials, supplies, equipment, and services at the lowest possible cost consistent with the quality necessary for the proper operation of various City organizations, thereby attaining the maximum value for each public dollar spent

Department Overview:

The department manages all operating revenues, expenses, and financial planning decisions for the City of Worcester. Emphasis is placed on using technology to streamline financial and operational information flow.

The Budget Division provides the coordination between the financial divisions of Administration and Finance as well as all departments/divisions throughout the City. With the formulation of the City’s Five Point Plan, the Budget Division ensures both short and long term financial modeling and adherence to the City’s budget. The Grants Acquisition Division, within the Budget Division, is responsible for the identification and crafting of grant proposals for the majority of City departments.

ADMINISTRATION & FINANCE DEPARTMENT

The Purchasing Division serves as the conduit for all City department procurements in addition to the contact with the local business community and the Commonwealth. This is done by procuring materials, supplies, equipment, or services at the lowest possible cost consistent with the quality necessary for the proper operation of the various departments, thereby attaining the maximum value for each public dollar spent.

The Treasurer and Collector Division is responsible for the timely billing and collection of all of the City's revenues as well as being the source of disbursing all of the payments by the City and the Worcester Retirement System. The Treasurers division functions as the disbursing agent for the City, issuing over 300,000 paychecks, direct deposit vouchers and vendor checks annually. This division is also responsible for the administration, withholding and disbursement of all payroll liabilities (inclusive of voluntary retirement plans) in compliance with Federal and State laws (inclusive of I.R.S. and D.O.R. regulations) and local contracts. The final major responsibility of this division is long-term debt management. The Treasurers division is responsible for the coordination and issuance of short term and long term debt obligations required to fund the City's capital improvement program. The Collectors Division issues and receipts more than 600,000 tax, utility, and departmental bills annually. This division is also responsible for adherence to Federal (bankruptcy) and Massachusetts General Laws regarding these obligations due to the City.

The Parking Ticket division is responsible for the administration of the collection of parking ticket and abandoned vehicle violations as well as the City's resident parking program. The Tax Title Foreclosure division is charged with the prosecution of Land Court foreclosure complaints, the preparation and filing of legal documents effecting property owner's title and the disposition of tax foreclosed properties in compliance with Chapter 60 of the Massachusetts General Laws. This division is also responsible for compiling and conducting tax liens for assignment sales.

The Treasurer and Collectors Office will meet its statutory duties of maximizing City revenues and paying the City's obligation while providing the highest level of customer service possible while safeguarding all public assets. The Office has continued to offer additional office hours to accommodate tax and rate payer as well as employees of the City. For the convenience of individuals making payment to the City, online options for the payment of tax and utility bills as well as city services have been added to the methods in which payments can be made to the City.

Finally, this office is charged with the oversight of all outgoing mail issued by the City. This encompasses over one million pieces of mail being issued to taxpayers, residents and employees of the City.

The compression of these three divisions provides a distinct opportunity to achieve operational efficiencies through cross training of personnel. Furthermore, the shared resources, both financial and technical, shall provide additional operational efficiencies.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
SALARIES	\$ 1,963,876.18	\$ 2,005,177.23	91000	\$ 1,501,216.76
OVERTIME	22,462.57	47,400.00	97000	45,900.00
ORDINARY MAINTENANCE	1,071,862.96	796,836.84	92000	708,470.50
TOTAL	\$ 3,058,201.71	\$ 2,849,414.07		\$ 2,255,587.26
TOTAL POSITIONS	51	51		41

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The Department of Administration & Finance’s total tax levy budget for Fiscal 2010 is recommended to be \$2,255,587.26, an overall decrease of \$593,826.81 from the approved tax levy budget for Fiscal 2009 of \$2,849,414.07.

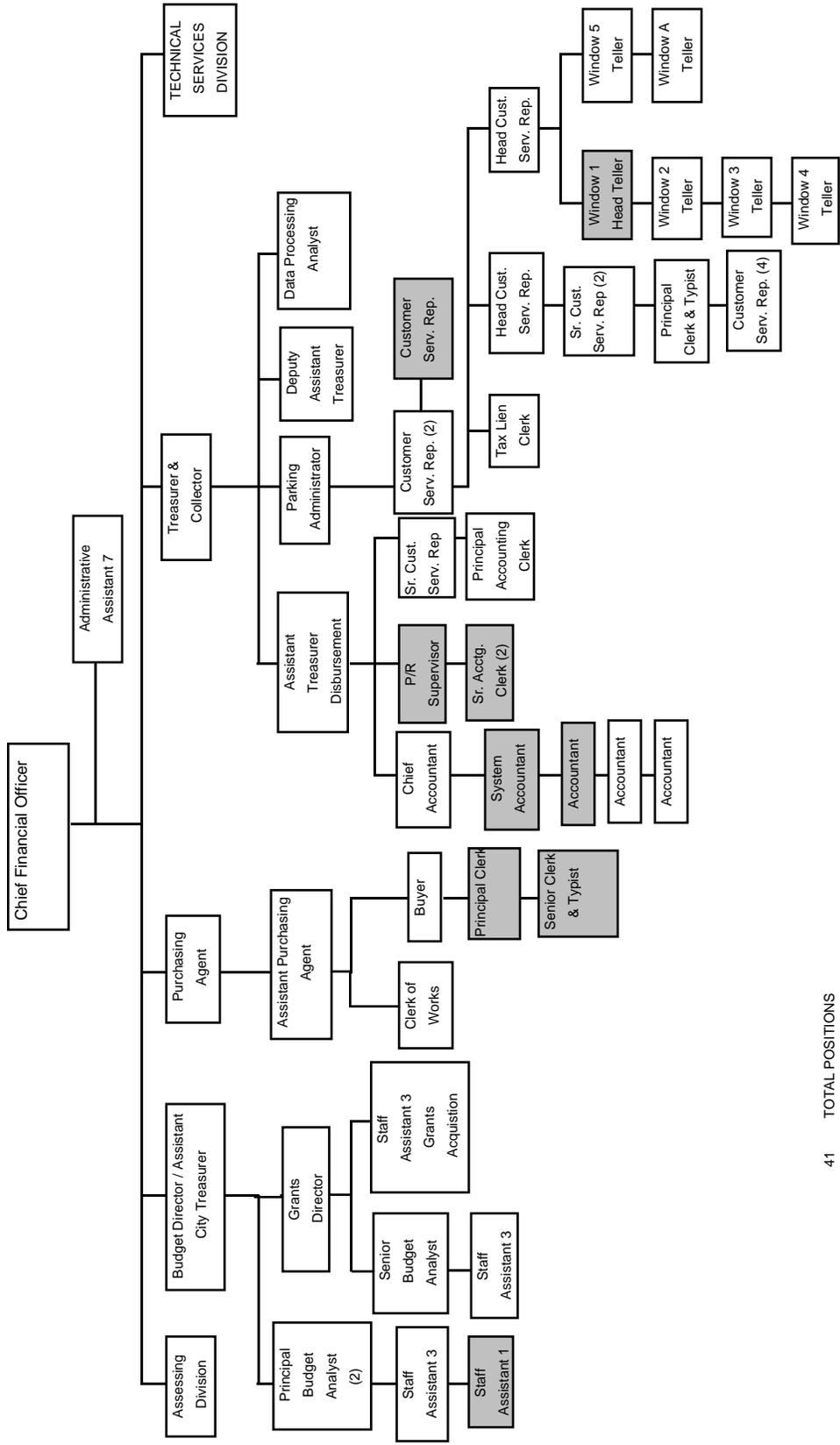
The tax levy Personal Services budget is recommended to be \$1,501,216.76, which is a decrease of \$503,960.47 from the Fiscal 2009 budget of \$2,005,177.23. This decrease is the result of the elimination 10 positions; Staff Assistant I, Principal Clerk, Senior Clerk, System Accountant, Head Teller, Supervisor of Payroll, Accountant, (2) Senior Account Clerks and a Customer Service Representative. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The tax levy Overtime budget is recommended to be \$45,900.00, which is a decrease of \$1,500.00 from the Fiscal 2009 budget of \$47,400.00. This decrease is attributed to the elimination of overtime in the Budget Division.

The tax levy Ordinary Maintenance budget for Fiscal 2010 is \$708,470.50, which is a decrease of \$88,366.34 from the approved Fiscal 2009 budget of \$796,836.84. This decrease is the result of the reduction in tax title foreclosure funds and costs associated with citywide mail.

Travel Reimbursements: Travel reimbursement costs which are processed through the Budget Office have been budgeted at \$31,615.50, which is a reduction of \$31,115.50 from the Fiscal 2009 approved budget of \$62,731.00. Travel is now shown as a line item in the Budget Divisions’ ordinary maintenance budget.

DEPARTMENT OF ADMINISTRATION & FINANCE
ORGANIZATIONAL CHART



41 TOTAL POSITIONS



THOMAS F. ZIDELIS, CHIEF FINANCIAL OFFICE
CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 20.
DEPARTMENT OF ADMINISTRATION & FINANCE
DIVISION OF PURCHASING #600, BUDGET #610 & TREASURY #660

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
<u>ADMINISTRATION & FINANCE</u>					
1	\$ 131,404.31	58CM	CHIEF FINANCIAL OFFICER	1	\$ 132,713.28
1	47,977.02	35	ADMINISTRATIVE ASSISTANT 7	1	49,172.40
2	\$ 179,381.33		REGULAR SALARIES	2	\$ 181,885.68
<u>PURCHASING DIVISION</u>					
1	\$ 97,598.97	50EM	PURCHASING AGENT	1	\$ 98,565.29
1	66,649.90	41M	ASST. PURCHASING AGENT	1	68,152.32
1	55,294.83	35	BUYER	1	42,865.28
1	51,372.32	35	CLERK OF WORKS	1	51,886.80
1	38,252.66	27	PRINCIPAL CLERK	0	-
1	30,035.25	22	SENIOR CLERK & TYPIST	0	-
6	\$ 339,203.93	600-91000		4	\$ 261,469.69
<u>TREASURER & COLLECTORS DIVISION</u>					
1	\$ 80,833.36	47EM	BUDGET DIRECTOR / ASST. TREASURER	1	\$ 81,640.80
1	80,938.84	49M	GRANTS DIRECTOR	1	81,745.20
2	129,991.36	40M	PRINCIPAL BUDGET ANALYST	2	131,293.44
1	58,365.48	39M	SENIOR BUDGET ANALYST	1	61,062.24
3	148,847.74	37	STAFF ASSISTANT 3	3	157,508.48
1	38,993.19	32	STAFF ASSISTANT 1	0	-
9	\$ 537,969.97	610-91000	REGULAR SALARIES	8	\$ 513,250.16
<u>TREASURER & COLLECTORS DIVISION</u>					
1	\$ 102,892.26	53EM	CITY TREASURER & COLLECTOR	1	\$ 101,873.52
1	76,719.60	47EM	ASSISTANT TREASURER & COLLECTOR	1	71,730.32
1	72,345.80	44M	DATA PROCESSING ANALYST	1	75,882.78
1	72,461.12	44M	DEPUTY ASSISTANT TREASURER	1	76,003.20
1	69,761.75	42M	PARKING ADMINISTRATOR	1	70,449.12
1	62,697.00	39M	CHIEF ACCOUNTANT	1	63,308.16
1	45,952.00	38	SYSTEM ACCOUNTANT	0	-
2	106,751.51	36	HEAD CUSTOMER SERVICE REPRESENTATIVE	2	107,808.45
1	47,977.02	33	HEAD TELLER	0	-
1	40,283.97	32	SUPERVISOR OF PAYROLL	0	-
3	134,055.85	32	ACCOUNTANT	2	91,755.28
1	44,995.18	32	TAX-LIEN CLERK	1	46,663.04
5	215,843.87	30	TELLER	5	217,980.94
3	121,471.49	28	SR. CUSTOMER SERVICE REPRESENTATIVE	3	122,674.18
1	40,490.50	28	PRINCIPAL ACCOUNT CLERK	1	40,891.39
1	38,993.19	27	PRINCIPAL CLERK & TYPIST	1	39,379.26
2	64,611.79	25	SENIOR ACCOUNT CLERK	0	-
7	214,061.10	22	CUSTOMER SERVICE REPRESENTATIVE	6	187,949.52
34	\$ 1,572,365.00	660-91000	REGULAR SALARIES	27	\$ 1,314,349.17
	(93,500.00)		VACANCY FACTOR		(115,873.52)
	9,621.00		EM INCENTIVE PAY		7,260.58
51	\$ 2,545,041.23		TOTAL RECOMMENDED SALARIES	41	\$ 2,162,341.76
<u>FUNDING SOURCES:</u>					
	\$ (122,317.00)		FEDERAL & STATE GRANTS		\$ (128,540.00)
	(44,244.00)		DISTRICT IMPROVEMENT FINANCING (DIF)		(50,154.00)
	(3,268.00)		GOLF REVENUES		(3,268.00)
	(166,706.00)		SEWER REVENUES		(246,032.00)
	(203,329.00)		WATER REVENUES		(233,131.00)
	\$ (539,864.00)		TOTAL FUNDING SOURCES		\$ (661,125.00)
51	\$ 2,005,177.23		TOTAL PERSONAL SERVICES	41	\$ 1,501,216.76
	\$ 1,500.00	610-97000	BUDGET OVERTIME		\$ -
	45,900.00	660-97000	TREASURER & COLLECTOR OVERTIME		45,900.00
	\$ 47,400.00		TOTAL RECOMMENDED OVERTIME		\$ 45,900.00

THOMAS F. ZIDELIS, CHIEF FINANCIAL OFFICE

CITY OF WORCESTER- RECOMMENDED APPROPRIATION FOR FISCAL 20.

DEPARTMENT OF ADMINISTRATION & FINANCE

DIVISION OF BUDGET- DIVISION #61

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
	\$ 15,800.00		PURCHASING ORDINARY MAINTENANCE		\$ 15,800.00
	\$ 15,800.00	600-92000	ORDINARY MAINTENANCE		\$ 15,800.00
	\$ 8,000.00		BUDGET ORDINARY MAINTENANCE		\$ 8,000.00
	8,370.00		GRANTS ADMINISTRATION		8,370.00
	10,000.00		PRINTING		10,000.00
	20,000.00		OPEB ACTUARIAL STUDY		20,000.00
	62,731.00		TRAVEL ORDINARY MAINTENANCE		31,615.50
	\$ 109,101.00	610-92000	ORDINARY MAINTENANCE		\$ 77,985.50
	\$ 71,000.00		TREASURER ORDINARY MAINTENANCE		\$ 38,500.00
	95,250.00		TAX TITLE FORECLOSURE		50,000.00
	180,000.00		PARKING ADMINISTRATION SECTION		227,500.00
	407,000.00		MAILING SECTION		380,000.00
	\$ 753,250.00	660-92000	ORDINARY MAINTENANCE		\$ 696,000.00
			FUNDING SOURCES:		
	\$ (6,000.00)		FEDERAL GRANTS		\$ (6,000.00)
	(33,149.63)		SEWER REVENUES		(33,150.00)
	(42,164.53)		WATER REVENUES		(42,165.00)
	\$ (81,314.16)		TOTAL FUNDING SOURCES		\$ (81,315.00)
	\$ 796,836.84		TOTAL ORDINARY MAINTENANCE		\$ 708,470.50
			FRINGE BENEFITS:		
	\$ 7,709.00		HEALTH INSURANCE		\$ 14,898.00
	12,782.00		RETIREMENT		13,432.00
	\$ 20,491.00		TOTAL FRINGE BENEFITS		\$ 28,330.00
			FUNDING SOURCES:		
	(20,491.00)		FEDERAL & STATE GRANTS		(28,331.00)
	(20,491.00)		TOTAL FUNDING SOURCES		(28,330.00)
	\$ -		TOTAL FRINGE BENEFITS		\$ -
	\$ 2,849,414.07		TOTAL RECOMMENDED TAX LEVY		\$ 2,255,587.26

ASSESSING DIVISION

Robert J. Allard, Jr.

City Assessor

City Hall - Room 201

455 Main Street

Worcester, Massachusetts 01608

(508) 799-1108

Division Mission Statement:

The mission of the Assessing Division is to:

- a. Serve the public interest and help assure the financial stability of the City by exhibiting the highest level of competence and professionalism.
- b. Timely tax billing
- c. Attainment of tax equity whereby each taxpayer pays only their fair share of the tax burden,
- d. The maximization of tax base growth revenue
- e. The acceptance by the public of the administration of the property and excise tax systems through prompt, courteous, honest, and thorough services.

Division Overview:

The Assessing Division is responsible for generating a major portion of the annual revenue budget through the commitment of property and motor vehicle excise taxes. For Fiscal 2010 the property tax commitment is estimated to be \$207 million dollars, while motor vehicle excise is expected to be \$12.5 million dollars.

The property tax commitment results from the annual reassessment of all 48,982 properties in the city by the Revaluation Section to reflect their full and fair cash value. The department completes in excess of 8,000 property visits annually to verify accurate property data. A thorough and accurate annual revaluation will accomplish all four objectives described above in the Division's mission statement. The administrative functions of the division are three-fold.

1. The division responds to over 10,000 public inquiries and information requests annually.
2. The division supports the annual revaluation process through efficient processing of over 100,000 transactions related to property transfer deeds, property income and expense statements, personal property forms of lists, property sale questionnaires, abatement requests, statutory exemption mailings, map changes and the processing of property data collected on all city properties.
3. The division manages the annual commitment of 133,000 motor vehicle excise tax bills and the annual processing of over 8,000 motor vehicle excise tax abatements.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
SALARIES	\$ 570,722.24	\$ 662,245.04	91000	\$ 503,812.94
OVERTIME	1,002.90	1,000.00	97000	1,000.00
ORDINARY MAINTENANCE	25,915.41	25,373.00	92000	25,373.00
TOTAL	\$ 597,640.55	\$ 688,618.04		\$ 530,185.94
TOTAL POSITIONS	14	14		9

FISCAL 2010 BUDGET OVERVIEW**Expenditures:**

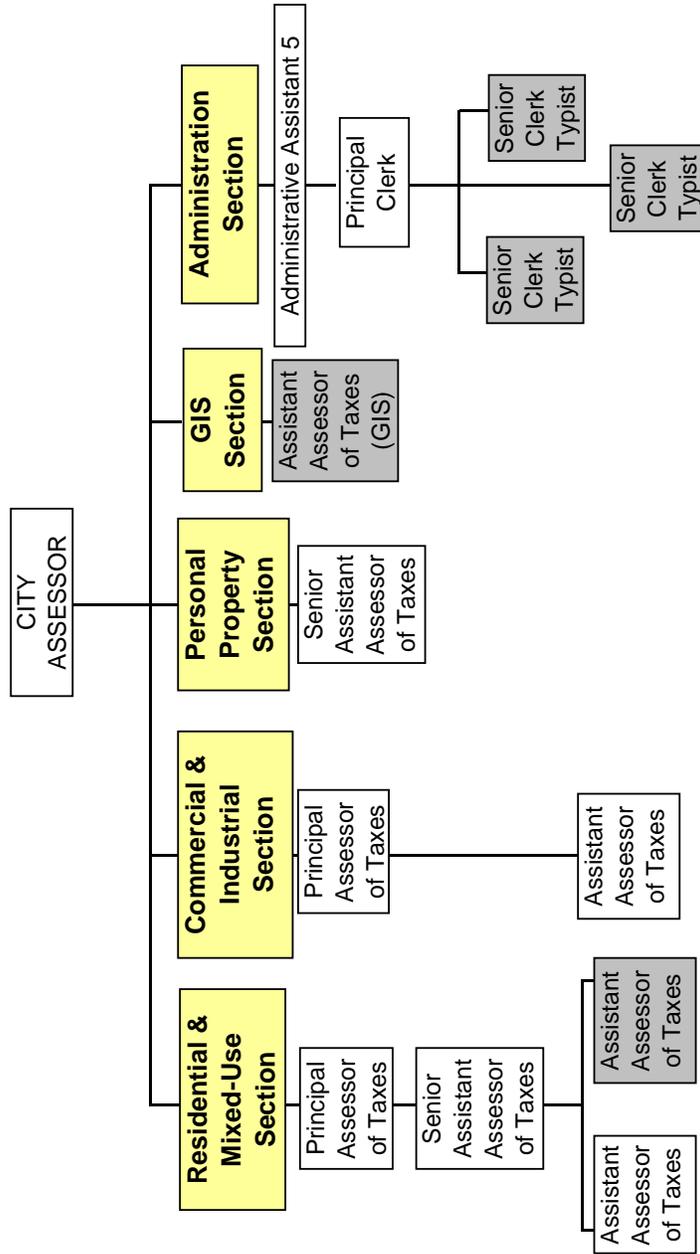
The total budget for the Assessing Division is recommended to be \$530,185.94, a decrease of \$158,432.10 from the Fiscal 2009 budget of \$688,618.04.

The recommended Personal Services budget is \$503,812.94, which is a decrease of \$158,432.10 from Fiscal 2009. This decrease is reflective of the elimination of five positions; two Assistant Assessor of Taxes positions and three Senior Clerk Typist positions. This decrease is offset by step increases and the full year impact of the mid-year 2% from Fiscal 2009.

The Fiscal 2010 recommended Overtime is level funded with the Fiscal 2009 amount of \$1,000.00.

The recommended Ordinary Maintenance is level funded for Fiscal 2010 at \$25,373.00.

DEPARTMENT OF ADMINISTRATION & FINANCE
ASSESSING DIVISION
ORGANIZATIONAL CHART



9	TOTAL POSITIONS
0	GRANT FUNDED POSITIONS
0	PROJECT FUNDED POSITIONS
9	TAX LEVY POSITIONS



ROBERT J. ALLARD, JR., CITY ASSESSOR
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ADMINISTRATION & FINANCE
ASSESSING DIVISION - DIVISION #670

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 97,788.77	54EM	CITY ASSESSOR	1	\$ 98,762.40
2	126,020.45	40M	PRINCIPAL ASSESSOR OF TAXES	2	129,510.40
2	110,589.67	37	SENIOR ASSISTANT ASSESSOR OF TAXES	2	111,666.24
1	47,861.64	33	ADMINISTRATIVE ASSISTANT, GRADE 6	1	48,452.04
4	163,163.72	32	ASSISTANT ASSESSOR OF TAXES	2	87,147.60
1	38,105.60	27	PRINCIPAL CLERK	1	39,379.26
3	89,820.19	22	SENIOR CLERK AND TYPIST	0	-
<u>14</u>	<u>\$ 673,350.04</u>		TOTAL REGULAR SALARIES	<u>9</u>	<u>\$ 514,917.94</u>
	3,895.00		EM INCENTIVE PAY		3,895.00
	(15,000.00)		VACANCY FACTOR		(15,000.00)
<u>14</u>	<u>\$ 662,245.04</u>	670-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>9</u>	<u>\$ 503,812.94</u>
	<u>\$ 1,000.00</u>		OVERTIME		<u>\$ 1,000.00</u>
	<u>\$ 1,000.00</u>		TOTAL RECOMMENDED OVERTIME		<u>\$ 1,000.00</u>
	<u>\$ 25,373.00</u>		ASSESSING ORDINARY MAINTANANCE		<u>\$ 25,373.00</u>
	<u>\$ 25,373.00</u>	670-92000	TOTAL RECOMMENDED ORDINARY MAINTANENCE		<u>\$ 25,373.00</u>
	<u>\$ 688,618.04</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 530,185.94</u>

TECHNICAL SERVICES DIVISION

Paul R. Covello
Chief Information Officer
1 Skyline Drive, Building A
Worcester, Massachusetts 01605
(508) 799-1272

Divisional Mission Statement:

The mission of the Technical Services Division is to:

- a. Provide quality information technology systems and services, efficiently and effectively, to city departments and users, thus enabling them to fulfill their goals and objectives.

Divisional Overview:

The Technical Services Division continues to provide quality technical solutions and support services to city departments. By utilizing technology, departments have increased productivity, are now able to do more with less and deliver more effective municipal services to the public. During the past year, Technical Services has continued to build upon the existing platforms and develop applications that automate manual functions and/or streamline existing processes in city departments, thereby improving services to the public.

Technical Services has expanded its e-government services on the city's website by offering a 24x7, online customer service request system, online bill payments, certificate requests and various license renewals such as Real Estate, Personal Property, Excise and Water/Sewer bill payments, certificate of municipal liens, requests for birth, marriage and death certificates, liquor license renewals, dumpster permit renewals, and others. Extensive analysis and programming was performed to enable the city's financial system to integrate with the online payment functions.

Each year, the Division continues to provide increased support services to a growing base of users. It offers quality products and support services, highly qualified and experienced technical professionals, project management and Help Desk support.

Technical Services supports many areas such as networks and system management, production and financial operations, application support and development, geographic information system, office automation, desktop support, document imaging and Internet services.

The Production Services Division supports the operational processes of the City's financial systems such as payroll, budget, auditing, purchasing, miscellaneous receivables, utility billing, tax billing and collections and the corresponding procedural documentation. This group manages system and site security procedures, as well as environmental controls. The responsibility for data back-ups, disaster recovery, off-site storage and media retention lies with

the Production Services Division. Staff members also manage the high-volume printing requirements for revenue-generating bills, payrolls, purchase orders, elections, report cards and many customized reports. This Division prints over 2 million documents per year.

The Technical Support Division provides support to more than 1,700 computer users, 780 personal computers, 200 printers and 50 Windows servers. The staff resolves and troubleshoots problems that require extensive knowledge of networks, operating systems, desktops, hardware, software, document imaging and system security. Through the Help Desk, staff members respond to more than 6,000 annual user requests for both on-site and remote assistance. This division also supports the city's extensive, wide-area network and provides system management services for various operating system platforms such as IBM Unix, Linux, Windows 2003. These platforms consist of the following systems:

- Integrated Financial Management System
- Public Safety (Police, Fire, Communications)
- Office Automation
- Geographic Information System
- Internet
- Document Imaging
- Health and Code Permits
- Golf Course Point of Sale
- Parks/Recreation Reservation System
- Remote Access System

The Programming Services Division develops applications to meet the needs of city user departments. The Division enhances and supports client/server applications such as payroll, purchasing, fund accounting, budget, human resources, tax billing and collections, water/sewer and elections. The Division also develops and supports PC-based applications for departments such as the City Manager, City Clerk, Police, Fire, Public Works, Health and Code, Purchasing, Human Resources, Law and Auditing. As a result of this Division's programming efforts, business processes have been automated in many city departments. In most cases, significant reductions have been realized in the overall time to process business transactions.

The Department's Geographic Information System Division has managed and supported the GIS needs of the city during the past year.

In addition to providing system management for the city's Internet platform, the Department maintains the city's website. Features available on the city's website include: online bill payments, a "Where Do I Vote?" search for the Election Commission, Assessing Property Valuation search with links to GIS maps, Tax Title property listing with accompanying maps for Treasury and Winter Parking Ban and Street Sweeping notifications. In addition, the following services are included on the city site: an on-line calendar of events, city council/city manager calendar attachments, pot hole reporting forms, crime statistics and various forms and reports available for downloading.

Because of the Division's efforts, the city continues to be recognized as a technology leader.

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
EXPENDITURES		Fiscal 2009		Fiscal 2010
SALARIES	\$ 1,798,747.81	\$ 1,927,488.82	91000	\$ 1,664,150.82
OVERTIME	29,191.41	35,700.00	97000	35,700.00
ORDINARY MAINTENANCE	1,020,316.67	1,079,595.00	92000	903,495.00
TOTAL	\$ 2,848,255.89	\$ 3,042,783.82		\$ 2,603,345.82
TOTAL POSITIONS	26	28		23

FISCAL 2010 BUDGET OVERVIEW

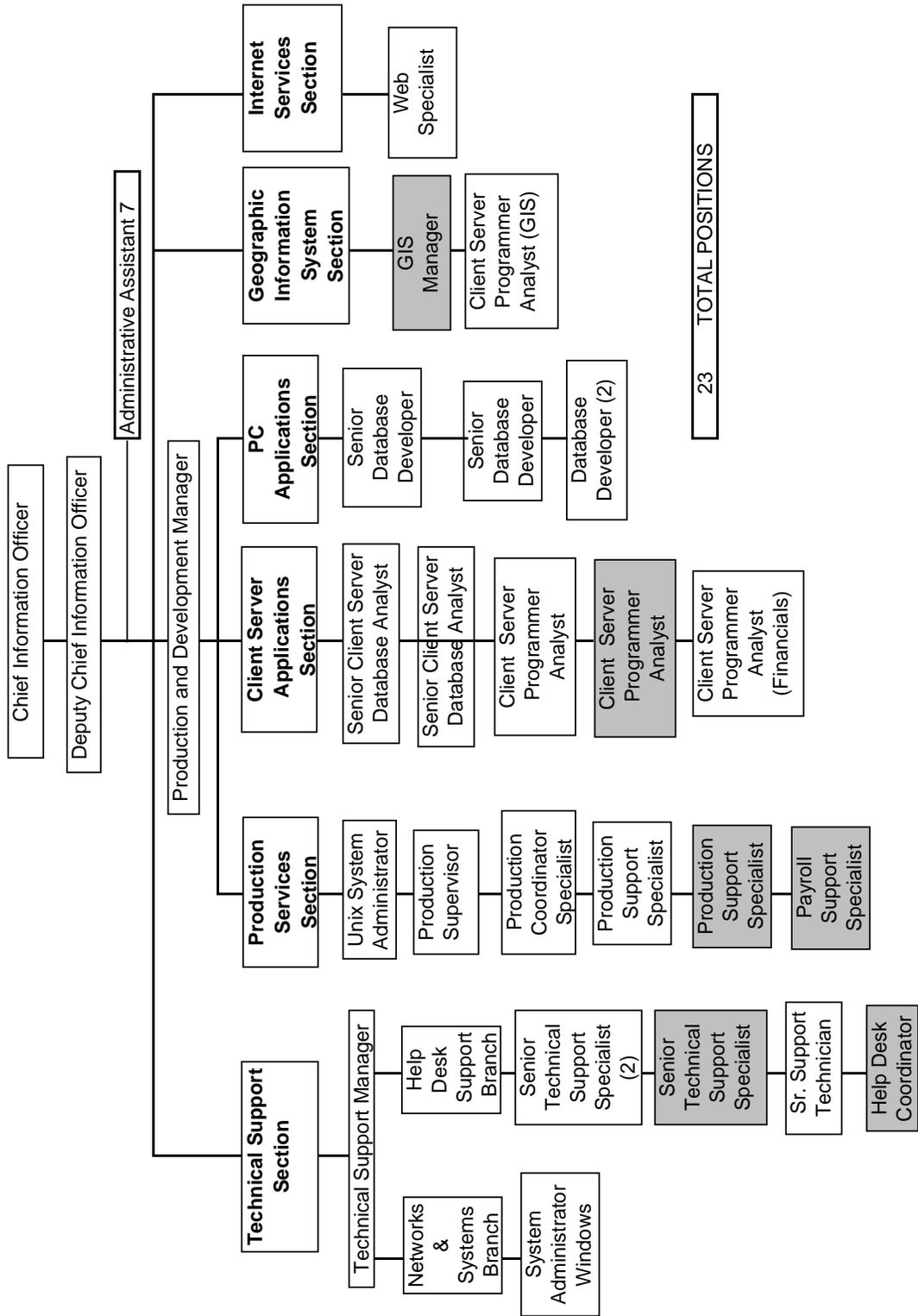
Expenditures:

The total recommended budget for the Technical Services Department for Fiscal 2010 is \$2,603,345.85, a \$439,438 decrease from the approved budget for Fiscal 2009.

The Fiscal 2010 Personal Services budget is recommended to be \$1,664,150.82 which is a decrease of \$263,338.00 from Fiscal 2009. This decrease can be attributed to the elimination of five positions; GIS Manager, Senior Client Server Database Analyst, Client Server Programmer Analyst, Production Support Specialist and Payroll Support Specialist. In addition to these eliminated positions, the remaining Production Support Specialist position will assume additional Cable related duties which will be funded through Cable Revenues. The balance of this decrease is offset by step increases and the full year impact of the mid-year 2% from fiscal year 2009.

The tax levy Ordinary Maintenance budget is recommended to be \$903,495.00, a \$176,100.00 decrease from the Fiscal 2009 Budget. This ordinary maintenance decrease can be attributed to the \$97,000.00 decrease in Microsoft Licenses and the \$80,000.00 in regular ordinary maintenance. This regular ordinary maintenance decrease is due to the large color printer operated by Technical Services being replaced by a smaller black and white printer. There will be a nominal increase in the Treasurer's ordinary maintenance for printing costs due to the elimination of this printer.

TECHNICAL SERVICES DIVISION ORGANIZATIONAL CHART





PAUL R. COVELLO, CHIEF INFORMATION OFFICER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ADMINISTRATION & FINANCE
DIVISION OF TECHNICAL SERVICES- DIVISION #680

FY09 TOTAL POSITIONS	APPROVED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
1	\$ 106,055.58	53EM	CHIEF INFORMATION OFFICER	1	\$ 107,105.63
1	97,113.92	48EM	DEPUTY CHIEF INFORMATION OFFICER	1	98,075.45
1	95,996.22	47EM	PRODUCTION AND DEVELOPMENT MANAGER	1	96,946.68
1	87,729.41	47EM	TECHNICAL SUPPORT MANAGER	1	88,598.02
1	93,929.52	50P	PROJECT MANAGER (GIS)	0	-
2	174,362.20	48P	SENIOR DATABASE DEVELOPER	2	176,101.92
2	174,362.20	48P	SENIOR CLIENT SERVER DATABASE ANALYST	2	176,101.92
2	174,362.20	48P	SYSTEM ADMINISTRATOR	2	176,101.92
3	226,034.06	48P	SENIOR TECHNICAL SUPPORT SPECIALIST	2	163,060.56
4	199,955.70	42M	CLIENT SERVER PROGRAMMER/ANALYST	3	189,787.04
2	127,528.91	42M	DATABASE DEVELOPER	2	140,474.58
1	57,725.78	42P	WEB SUPPORT SPECIALIST	1	60,352.32
1	64,995.68	40M	PRODUCTION SUPERVISOR	1	65,646.72
1	57,424.80	40	SENIOR SUPPORT TECHNICIAN	1	59,967.36
1	57,424.80	38	PRODUCTION COORDINATOR	1	57,983.76
2	100,078.85	35	PRODUCTION SUPPORT SPECIALIST	1	42,900.48
1	51,372.32	35	HELP DESK COORDINATOR	0	-
0	-	35	ADMINISTRATIVE ASSISTANT 7	1	51,886.80
1	47,977.02	33	PAYROLL SUPPORT SPECIALIST	0	-
<u>28</u>	<u>\$ 1,994,429.16</u>		REGULAR SALARIES	<u>23</u>	<u>\$ 1,751,091.16</u>
	15,411.00		EM INCENTIVE PAY		15,411.00
	20,000.00		GIS BROWNFIELDS INTERNS		-
	(21,000.00)		VACANCY FACTOR		(21,000.00)
<u>28</u>	<u>\$ 2,008,840.16</u>		TOTAL RECOMMENDED SALARIES	<u>23</u>	<u>\$ 1,745,502.16</u>
			FUNDING SOURCES:		
	-		CABLE REVENUES		(21,450.24)
	(2,048.21)		GOLF REVENUES		(2,048.21)
	(33,194.69)		SEWER REVENUES		(33,194.69)
	(46,108.44)		WATER REVENUES		(46,108.44)
	<u>(81,351.34)</u>		TOTAL FUNDING SOURCES		<u>(81,351.34)</u>
<u>28</u>	<u>\$ 1,927,488.82</u>	680-91000	TOTAL RECOMMENDED PERSONAL SERVICES	<u>23</u>	<u>\$ 1,664,150.82</u>
	35,700.00		OVERTIME		35,700.00
	<u>\$ 35,700.00</u>	680-97000	TOTAL RECOMMENDED OVERTIME		<u>\$ 35,700.00</u>

PAUL R. COVELLO, CHIEF INFORMATION OFFICER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

DEPARTMENT OF ADMINISTRATION & FINANCE

DIVISION OF TECHNICAL SERVICES- DIVISION #680

FY09 TOTAL POSITIONS	RECOMMENDED FY09 AMOUNT	PAY GRADE	TITLE	FY10 TOTAL POSITIONS	RECOMMENDED FY10 AMOUNT
	\$ 274,609.00		REGULAR ORDINARY MAINTENANCE		\$ 194,609.00
	491,238.00		REGULAR SYSTEM MAINTENANCE		491,238.00
	183,578.00		MICROSOFT LICENSES--ASSURANCE AGREEMENT		86,578.00
	45,000.00		ELECTRICITY		45,900.00
	61,632.00		FIBER RING CITY HALL/9-11 LINCOLN SQUARE		61,632.00
	37,429.00		EMC DATA STORAGE SUPPORT		37,429.00
	95,164.00		GIS HARDWARE/SOFTWARE		95,164.00
	-		SWITCHED ETHERNET		250,000.00
	10,000.00		SQL ORDINARY MAINTENANCE		10,000.00
	<u>\$ 1,198,650.00</u>		TOTAL ORDINARY MAINTENANCE		<u>\$ 1,272,550.00</u>
			FUNDING SOURCES:		
	-		CREDIT FROM CHARTER		(250,000.00)
	(1,179.00)		CREDIT FROM GOLF COURSE		(1,179.00)
	(47,672.00)		CREDIT FROM SEWER		(47,672.00)
	(70,204.00)		CREDIT FROM WATER		(70,204.00)
	<u>(119,055.00)</u>		TOTAL FUNDING SOURCES		<u>(369,055.00)</u>
	<u>\$ 1,079,595.00</u>	680-92000	TOTAL RECOMMENDED ORDINARY MAINTENANCE		<u>\$ 903,495.00</u>
	<u>\$ 3,042,783.82</u>		TOTAL RECOMMENDED TAX LEVY		<u>\$ 2,603,345.82</u>

FINANCE - DEBT SERVICE OBLIGATIONS

Treasurer

City Hall Room 203
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1074

Divisional Overview:

Massachusetts General Law rigorously defines the scope and intent of municipal finance. The main sections, which deal with municipal debt, are Section 7 and Section 8 of Chapter 44. Section 7 deals primarily with debt, which is considered to be inside the debt ceiling as provided by Proposition 2 1/2 and codified into statute. This section describes the types of capital projects which are controlled under the debt limit, as well as the length of amortization for the particular project being implemented. Capital projects falling under this section include building rehabilitation, land acquisition, additions to or construction of specific buildings, departmental equipment, traffic signal installation, fire alarm and police communications.

Section 8 of Chapter 44 delineates certain specific capital projects which are excluded from the statutorily prescribed Debt Limit (2 1/2% of Equalized Valuation) as specified in Section 7 of Chapter 44. Capital projects which fall under the jurisdiction of this section are considered to be "Outside the Debt Limit". Majority of the projects within this category are major public works projects and deal with such categories as sewerage systems, treatment plants, water filtration plants, memorials, and various other (generally enterprise) projects.

Cities and towns within the Commonwealth are restricted to the maximum amount of debt authorized for certain defined purposes, at any one time. Massachusetts General Law (M.G.L.), Chapter 44, Section 10 defines the "debt limit" for cities at 2 1/2% of the total Equalized Valuation of all property subject to local taxation. Following the provisions set forth within M.G.L. Chapter 8B, the Commissioner of the State Department of Revenue determines the equalized valuation of all municipalities every two years. Worcester's last equalized valuation was completed and effective in January of 2008. At that time the actual value and limits were set and exist as of the time of this budget submission. The Equalized Valuation for Worcester is \$13,827,179,500.

DEBT SERVICE INTEREST - #662

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
DEBT INTEREST	\$ 20,496,165.93	\$ 20,156,988.00		\$ 19,566,546.00
CITY SQUARE DIF.	0.00	674,063.00		299,527.00
FOLEY STADIUM	0.00	0.00		114,188.00
MAJOR TAYLOR	0.00	235,462.00		0.00
TOTAL INTEREST	\$ 20,496,165.93	\$ 21,066,513.00	94000	\$ 19,980,261.00
FUNDING SOURCES				
WATER REVENUES	3,664,023.24	3,608,292.00	94972	3,481,911.00
SEWER REVENUES	2,014,858.32	2,073,306.00	94938	2,154,673.00
CAPITAL CAMPAIGN	4,805,258.78	4,551,238.00	94903	4,149,269.00
NORTH HIGH FUND	22,946.25	303,843.00	94909	253,893.00
MAJOR TAYLOR	12,371.00	235,462.00	94904	220,732.00
WORCESTER AIRPORT	208,865.71	198,482.00	94973	177,449.00
OFF STREET PARKING	259,642.20	117,498.00	94944	134,739.00
UNION STATION GARAGE	0.00	309,989.00	94980	329,508.00
OPCD/WEBSTER SQ.	170,000.52	156,980.00	94976	158,430.00
DCU CENTER	272,855.38	312,282.00	94975	285,017.00
CITY SQUARE DIF	0.00	674,063.00	94910	299,527.00
GOLF REVENUES	46,941.31	54,560.00	94970	68,249.00
AUDITORIUM	43,103.36	0.00	94974	0.00
GENERAL FUND	8,975,299.86	8,470,518.00		8,266,864.00
TOTAL	\$20,496,165.93	\$21,066,513.00		\$19,980,261.00

FISCAL 2010 BUDGET OVERVIEW**Expenditures:**

The total budget for both long-term debt interest and short term borrowing interest is \$19,980,261 for FY 2010. Of this amount \$18,351,050 is for long-term bond interest for debt issued through FY 2008 which is still outstanding. It also includes \$637,404 to account for short-term interest incurred by the City for \$30,635,000 in capital projects implemented in Fiscal 2009 and an additional budget recommendation of \$612,700 for ½ year of interest on long term debt to be issued on November 06, 2009. Furthermore, \$264,919 represents the debt obligations for the \$7,500,000 in short term DIF notes issued for the City Square project, and lastly \$114,188 for interest payments for the rehabilitation of Foley Stadium.



THOMAS F. ZIDELIS, CHIEF FINANCIAL OFFICER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

FINANCE - DEBT SERVICE INTEREST - #662

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 20,156,988.00	INTEREST ON BONDS	\$ 19,566,546.00
674,063.00	CITY SQUARE CAPITALIZED	264,919.00
0.00	CITY SQUARE DIF	34,608.00
0.00	FOLEY STADIUM	114,188.00
235,462.00	MAJOR TAYLOR BOULEVARD GARAGE	0.00
<u>\$ 21,066,513.00</u>	TOTAL INTEREST	<u>\$ 19,980,261.00</u>
	FUNDING SOURCES:	
\$ (3,608,292.00)	CREDIT FROM WATER	\$ (3,481,911.00)
(2,073,306.00)	CREDIT FROM SEWER	(2,154,673.00)
(4,551,238.00)	STABILIZATION - CAPITAL CAMPAIGN	(4,149,269.00)
(303,843.00)	STABILIZATION - NORTH HIGH SCHOOL	(253,893.00)
(235,462.00)	MAJOR TAYLOR BOULEVARD GARAGE	(220,732.00)
(198,482.00)	CREDIT FROM AIRPORT	(177,449.00)
(117,498.00)	CREDIT OFF STREET PARKING	(134,739.00)
(309,989.00)	CREDIT UNION STATION GARAGE	(329,508.00)
(156,980.00)	CREDIT OPCD/WEBSTER SQ. FIRE STATION	(158,430.00)
(312,282.00)	CREDIT DCU CENTER REVOLVING	(285,017.00)
(674,063.00)	CREDIT CITY SQUARE CAPITALIZED INTEREST	(264,919.00)
0.00	CREDIT CITY SQUARE DIF	(34,608.00)
(54,560.00)	CREDIT FROM GOLF	(68,249.00)
<u>\$ (12,595,995.00)</u>	TOTAL FUNDING SOURCES	<u>\$ (11,713,397.00)</u>
<u>\$ 8,470,518.00</u>	662-94000 TOTAL RECOMMENDED INTEREST PAYMENT	<u>\$ 8,266,864.00</u>
<u>\$ 8,470,518.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 8,266,864.00</u>

Short Term Borrowing \$30,635,000:

The \$30,635,000 of BANS borrowed includes \$15,000,000 for tax levy funded projects, which is a reduction from 17.0 million borrowing limit for tax levy supported debt ceiling adopted by the City Council. The balance of \$15,635,000 in borrowings consists of \$5,850,000 for Sewer Enterprise infrastructure, equipment and rehabilitation improvements; \$5,815,000 for Water Enterprise infrastructure, equipment and rehabilitation improvements; \$700,000 for Off Street Parking projects that include Pearl Elm Garage and Federal Plaza Garage; 4400,000 for South Worcester Industrial Park demolition projects; \$1,250,000 for Union Station Garage construction and Fit-out; \$395,000 for rehabilitation and equipment for the DCU Center; \$700,000 for Golf Course infrastructure that includes improvements to the Clubhouse and \$500,000 for City Square DIF projects.

Funding Sources for Debt Interest Payment:

The gross interest expense for Fiscal 2010 is anticipated to be in the amount of \$19,980,261. Funding from non tax levy is estimated in the amount of \$11,713,397 to include Water, Sewer Enterprise accounts, Golf Course, Worcester Regional Airport, Off Street Parking revenues, as well as other financial sources listed. The remaining balance of \$8,266,864 is recommended to be financed with tax levy funds. This represents a decrease of (\$203,654) compared to the approved Fiscal 2009 tax levy debt service interest budget of \$8,470,517.

SHORT-TERM FINANCING FOR CAPITAL PROJECTS:

The City periodically borrows money to fund capital improvements of the City. The vehicle in which the money is borrowed is called a Bond Anticipation Note (BAN). A BAN is a short-term obligation, ranging from three to sixteen months in term, which the City utilizes to generate a cash flow for the various capital projects. The BAN Issuances are typically timed quarterly to fund project cash flow requirements. When the term of the BAN expires, the City is obligated to repay the original BAN amount as well as any accrued interest expense. The interest rate on the BAN is usually lower than that of the long term General Obligation Bond issuances of the City. Upon the maturity date of the BAN the City has two options for repayment: Rollover or conversion to long term debt.

Issuance of Bonds: A Bond Issuance is long term debt. The proceeds of the bond are used to repay the original BAN (s) with a long-term obligation, which will be paid back over time. If the City elects to issue a long-term bond, the City then will issue an official statement of its intent. This statement provides financial and demographic information about the City, which investors utilize to determine how much they are willing to bid on the bond. Upon acceptance of the bids, the City will receive the proceeds on the bond sale. These proceeds will be used to pay back the BAN obligation. The City then recognizes a long-term obligation in which annual interest and principal must be paid to the bondholders until the entire debt is satisfied. To meet this obligation the City must annually budget sufficient monies necessary for these expenses, called debt service.

DEBT SERVICES - OBLIGATIONS

DEBT SERVICE PRINCIPAL - #661

BUDGET SUMMARY INFORMATION

	Actual Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
DEBT PRINCIPAL	\$ 36,002,624.25	\$ 36,829,951.00		\$ 40,701,942.00
CITY SQUARE DIF.	0.00	0.00		17,000.00
MAJOR TAYLOR	280,000.00	315,000.00		-
TOTAL PRINCIPAL	\$ 36,282,624.25	\$ 37,144,951.00	94000	\$ 40,718,942.00
FUNDING SOURCES				
WATER REVENUES	5,849,092.99	6,031,000.00	94972	6,772,941.00
SEWER REVENUES	2,821,422.39	2,996,628.00	94938	3,139,197.00
CAPITAL CAMPAIGN	6,348,096.00	6,712,290.00	94903	6,634,778.00
NORTH HIG FUND	0.00	31,000.00	94909	291,000.00
MAJOR TAYLOR	280,000.00	315,000.00	94904	330,000.00
AIRPORT REVENUES	401,229.00	402,249.00	94973	455,249.00
OFF STREET PARKING	339,356.94	167,869.00	94944	193,552.00
UNION STATION	0.00	186,000.00	94980	345,000.00
OPCD/WEBSTER SQ.	270,108.00	265,117.00	94976	265,108.00
DCU CENTER	449,983.00	377,188.00	94975	546,820.00
CITY SQUARE DIF.	0.00	0.00	94910	17,000.00
GOLF REVENUES	77,234.00	112,440.00	94970	117,440.00
GENERAL FUND	19,446,101.93	19,548,170.00		21,610,857.00
TOTAL	\$36,282,624.25	\$37,144,951.00		\$40,718,942.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The amount of principal payments the City of Worcester will make on long-term debt for FY 2010 is \$40,718,942. Of this \$40,718,942 in anticipated payments, it is recommended that \$19,108,085 be repaid from sources other than tax levy funds to include Water, Sewer, Airport, Neighborhood Revitalization, Off Street Parking, Capital Campaign Stabilization Funds, Golf Course, Auditorium and Major Taylor Boulevard Garage to support this recommended FY2010 budget. The remaining balance of \$21,610,857 is recommended to be financed with tax levy funds in FY2010, compared to the Fiscal 2009 approved amount of \$19,548,170 an increase of \$2,062,687.



THOMAS F. ZIDELIS, CHIEF FINANCIAL OFFICER

CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010

FINANCE - DEBT SERVICE PRINCIPAL- #661

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 36,829,951.00	REDEMPTION ON BONDS	\$ 40,701,942.00
-	CITY SQUARE DIF	17,000.00
-	FOLEY STADIUM	-
<u>315,000.00</u>	MAJOR TAYLOR BOULEVARD GARAGE	-
<u>\$ 37,144,951.00</u>	TOTAL PRINCIPAL	<u>\$ 40,718,942.00</u>
	FUNDING SOURCES:	
\$ (6,031,000.00)	CREDIT FROM WATER	\$ (6,772,941.00)
(2,996,628.00)	CREDIT FROM SEWER	(3,139,197.00)
(6,712,290.00)	STABILIZATION-BUILDING CAMPAIGN	(6,634,778.00)
(31,000.00)	STABILIZATION-NORHT HIGH SCHOOL	(291,000.00)
(315,000.00)	MAJOR TAYLOR BOULEVARD GARAGE	(330,000.00)
(402,249.00)	CREDIT FROM AIRPORT	(455,249.00)
(167,869.00)	CREDIT OFF STREET PARKING	(193,552.00)
(186,000.00)	CREDIT UNION STATION GARAGE	(345,000.00)
(265,117.00)	CREDIT OPCD/WEBSTER SQ. FIRE STATION	(265,108.00)
(377,188.00)	CREDIT DCU CENTER REVOLVING	(546,820.00)
<u>(112,440.00)</u>	CREDIT CITY SQUARE CAPITALIZED PRINCIPAL	(17,000.00)
<u>\$ (17,596,781.00)</u>	CREDIT GOLF	<u>(117,440.00)</u>
	TOTAL FUNDING SOURCES	<u>\$ (19,108,085.00)</u>
<u>\$ 19,548,170.00</u>	661-9400 TOTAL RECOMMENDED PRINCIPAL PAYMENT	<u>\$ 21,610,857.00</u>
<u>\$ 19,548,170.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 21,610,857.00</u>

DEBT SERVICES - OBLIGATIONS

The tight fiscal controls inclusive of the borrowing caps contained within the Five Point Plan, have mitigated the aggregate amount of debt service to be paid in FY2010 Debt service obligations will be minimized in the future as a result of the \$17.0 million borrowing cap, the creation of a North High School construction fund, and the continuation of the Capital Campaign mitigation plan which are all included in the FY 2010 budget.

The following chart identifies the total amount of bonded debt issued by the City of Worcester from FY2006 through FY2008. The FY2009 amount is the estimated borrowings projected for the various entities.

**CITY OF WORCESTER
FISCAL YEAR 2006 - 2009
CASH FLOW ANALYSIS SUMMARY**

DESCRIPTION	FY2006	FY2007	FY2008	FY2009	TOTAL
CAPITAL EQUIPMENT	\$ 4,100,000	\$ 3,350,000	\$ 3,382,000	\$ 3,120,000	\$ 13,952,000
BUILDING REHABILITATION	\$ 5,480,000	\$ 3,300,000	\$ 5,460,000	\$ 4,910,000	\$ 19,150,000
BLACKSTONE VALLEY GATEWAY			\$ 500,000	\$ 420,000	\$ 920,000
INFRASTRUCTURE IMPROVEMENTS/PARKS PARK IMPROVEMENTS	\$ 7,870,000	\$ 8,120,000	\$ 7,655,000	\$ 6,550,000	\$ 30,195,000
TOTAL TAX LEVY	\$ 17,450,000	\$ 14,770,000	\$ 16,997,000	\$ 15,000,000	\$ 64,217,000
SCHOOL CONSTRUCTION	\$ 9,625,000	\$ 6,750,000	\$ 5,180,000		\$ 21,555,000
ECONOMIC DEVELOPMENT	\$ 1,000,000			\$ 400,000	\$ 1,400,000
AUDITORIUM			\$ 450,000		\$ 450,000
CITY SQUARE	\$ 500,000	\$ 7,500,000		\$ 500,000	\$ 8,500,000
DCU CENTER	\$ 250,000	\$ 625,000	\$ 1,195,000	\$ 395,000	\$ 2,465,000
OFFSTREET PARKING	\$ 200,000	\$ 2,800,000	\$ 3,300,000	\$ 1,975,000	\$ 8,275,000
AIRPORT	\$ 65,000	\$ 165,000	\$ 300,000		\$ 530,000
GOLF ENTERPRISE	\$ 160,000	\$ 430,000	\$ 100,000	\$ 700,000	\$ 1,390,000
SEWER ENTERPRISE	\$ 11,495,000	\$ 6,252,000	\$ 5,728,000	\$ 5,850,000	\$ 29,325,000
WATER ENTERPRISE	\$ 6,025,000	\$ 9,305,000	\$ 8,040,000	\$ 5,815,000	\$ 29,185,000
GRAND TOTAL	\$ 46,770,000	\$ 48,597,000	\$ 41,290,000	\$ 30,635,000	\$ 167,292,000
BONDED DEBT					
CITY SQUARE DIF		\$ (7,500,000)			\$ (7,500,000)
FOLEY STADIUM		\$ (2,000,000)			\$ (2,000,000)
TOTAL BONDED DEBT	\$ 46,770,000	\$ 39,097,000	\$ 41,290,000	\$ 30,635,000	\$ 157,792,000

The following chart identifies the total projected short term borrowing in FY 2009. The first and second quarters is the actual amounts borrowed. The third and fourth quarters are estimates.

DEBT SERVICES - OBLIGATIONS

**CITY OF WORCESTER
FISCAL YEAR 2009
CASH FLOW ANALYSIS**

DESCRIPTION	Q1	Q2	Q3	Q4	TOTAL
STREET CONSTRUCTION-PRIVATE STREET	\$ 500,000	\$ 300,000	\$ 100,000	\$ 50,000	\$ 950,000
QUINSIGAMOND EAGLE & LINCILON	\$ 50,000	\$ 25,000	\$ 25,000		\$ 100,000
EAGLE ROAD IMPROVEMENTS			\$ 25,000	\$ 75,000	\$ 100,000
STREET CONSTRUCTION		\$ 150,000	\$ 100,000		\$ 250,000
STREET CONSTRUCTION-EXTENDED PAVEMENT	\$ 400,000	\$ 300,000	\$ 100,000	\$ 100,000	\$ 900,000
STREET CONSTRUCTION-SIDEWALKS				\$ 250,000	\$ 250,000
STREET CONSTRUCTION-SIDEWALKS		\$ 400,000			\$ 400,000
STREET CONSTRUCTION-GRAFTON ST			\$ 50,000		\$ 50,000
STREET CONSTRUCTION-SALISBURY			\$ 50,000		\$ 50,000
STREET CONSTRUCTION - RESURFACING	\$ 800,000	\$ 150,000			\$ 950,000
STREET CONSTRUCTION - RESURFACING		\$ 500,000	\$ 200,000	\$ 150,000	\$ 850,000
BRIDGE REHABILITATION		\$ 50,000			\$ 50,000
TRAFFIC SIGNAL UPGRADES	\$ 75,000				\$ 75,000
STREET CONSTRUCTION - QUINSIG GATEWAY		\$ 50,000			\$ 50,000
TOTAL STREETS - INFRASTRUCTURE IMPROVEMENTS	\$ 1,825,000	\$ 1,925,000	\$ 650,000	\$ 625,000	\$ 5,025,000
BUILDING REHABILITATION	\$ 1,720,000	\$ 150,000		\$ 200,000	\$ 2,070,000
BUILDING REHABILITATION/POLICE/FIRE	\$ 175,000				\$ 175,000
BUILDING REHAB ENERGY IMPROVEMENT	\$ 1,225,000				\$ 1,225,000
MILLBURY STREET STORAGE				\$ 400,000	\$ 400,000
AUDITORIUM		\$ 100,000			\$ 100,000
FRANKLIN STREET FIRE STATION	\$ 940,000				\$ 940,000
TOTAL BUILDING REHABILITATION	\$ 4,060,000	\$ 250,000	\$ -	\$ 600,000	\$ 4,910,000
BLACKSTONE VISITORS CENTER	\$ 270,000			\$ 150,000	\$ 420,000
PARKS - LANDFILL/ROCKWOOD/BAILEY		\$ 70,000		\$ 320,000	\$ 390,000
PARKS IMPROVEMENTS		\$ 25,000	\$ 125,000		\$ 150,000
PARKS IMPROVEMENT- ROCKWOOD		\$ 10,000			\$ 10,000
KC OF FENTON		\$ 80,000			\$ 80,000
PARKS - GREENHILL			\$ 95,000	\$ 250,000	\$ 345,000
PARKS - MORELAND/CROW/HARRINGTON		\$ 375,000			\$ 375,000
PARKS- POOL REHABILITATION			\$ 50,000	\$ 125,000	\$ 175,000
TOTAL PARK IMPROVEMENTS	\$ -	\$ 560,000	\$ 270,000	\$ 695,000	\$ 1,525,000
CAPITAL EQUIPMENT	\$ 1,275,000	\$ 200,000	\$ 1,020,000	\$ 625,000	\$ 3,120,000
TOTAL CAPITAL EQUIPMENT	\$ 1,275,000	\$ 200,000	\$ 1,020,000	\$ 625,000	\$ 3,120,000
TOTAL TAX LEVY	\$ 7,430,000	\$ 2,935,000	\$ 1,940,000	\$ 2,695,000	\$ 15,000,000
CITY SQUARE				\$ 500,000	\$ 500,000
SOUTH INDUSTRIAL PARK				\$ 400,000	\$ 400,000
GOLF IMPROVEMENTS	\$ 300,000		\$ 150,000		\$ 450,000
GOLF CLUB HOUSE IMPROVEMENTS				\$ 170,000	\$ 170,000
GOLF ACCESS ROAD		\$ 80,000			\$ 80,000
TOTAL GOLF ENTERPRISE	\$ 300,000	\$ 80,000	\$ 150,000	\$ 170,000	\$ 700,000
DCU SPECIAL DISTRICT FINANCING	\$ 50,000	\$ 260,000			\$ 310,000
DCU CENTER CAPITAL EQUIPMENT				\$ 85,000	\$ 85,000
TOTAL DCU CENTER	\$ 50,000	\$ 260,000	\$ -	\$ 85,000	\$ 395,000
UNION STATION REHABILITATION / FIT OUT	\$ 1,010,000	\$ 180,000	\$ 60,000		\$ 1,250,000
OFF-STREET PARKING-MAJOR TAYLOR	\$ 25,000				\$ 25,000
OFF-STREET PARKING-PEARL ELM		\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
OFF-STREET PARKING-FEDERAL PLAZA	\$ 50,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 550,000
TOTAL OFF-STREET PARKING	\$ 1,085,000	\$ 430,000	\$ 310,000	\$ 150,000	\$ 1,975,000
BELMONT ST FORCE MAIN	\$ 300,000	\$ 750,000	\$ 750,000	\$ 350,000	\$ 2,150,000
HOLDEN STREET FORCE MAIN	\$ 50,000	\$ 300,000	\$ 50,000		\$ 400,000
AIRPORT DRAINAGE		\$ 50,000	\$ 50,000		\$ 100,000
KETTLE BROOK PUMP STATION	\$ 200,000	\$ 50,000			\$ 250,000
INTERCEPTOR INSPECTION		\$ 100,000	\$ 50,000	\$ 50,000	\$ 200,000
SEWER CONSTRUCTION - BEAVER BROOK		\$ 100,000	\$ 50,000	\$ 100,000	\$ 250,000
INFILTRATION & INFLOW		\$ 100,000		\$ 50,000	\$ 150,000
SEWER COMPLIANCE STUDY		\$ 50,000			\$ 50,000
SEWER RECONSTRUCTION		\$ 400,000	\$ 100,000	\$ 200,000	\$ 700,000
SURFACE DRAINS		\$ 500,000		\$ 100,000	\$ 600,000
SEWER PUMPING STATION	\$ 100,000	\$ 200,000			\$ 300,000
OFF-SEASON STORAGE - MILLBURY			\$ 75,000		\$ 75,000
SEWER BUILDING REHABILITATION			\$ 50,000	\$ 100,000	\$ 150,000
SEWER BUILDING REHABILITATION					\$ -
NEW SEWER CONSTRUCTION - LATERAL			\$ 50,000	\$ 100,000	\$ 150,000
SEWER CAPITAL EQUIPMENT	\$ 325,000				\$ 325,000
TOTAL SEWER ENTERPRISE	\$ 975,000	\$ 2,600,000	\$ 1,225,000	\$ 1,050,000	\$ 5,850,000
WATER FILTRATION PLANT MODIFICATION	\$ 50,000	\$ 50,000			\$ 100,000
WATER MAINS	\$ 600,000	\$ 1,100,000	\$ 300,000	\$ 1,000,000	\$ 3,000,000
WATER HYDRANTS		\$ 50,000			\$ 50,000
WATER PUMP STATIONS	\$ 50,000	\$ 50,000	\$ 50,000		\$ 150,000
WATER METERS	\$ 300,000	\$ 700,000			\$ 1,000,000
LEAK DETECTION/ACCOUNTABILITY ANALYSIS			\$ 50,000	\$ 50,000	\$ 100,000
CROSS CONNECTION SURVEY		\$ 150,000			\$ 150,000
WATER LAND ACQUISITION		\$ 300,000			\$ 300,000
WATER SYSTEMS SECURITY		\$ 50,000	\$ 150,000	\$ 100,000	\$ 300,000
WATER CONSOLIDATION STUDY				\$ 80,000	\$ 80,000
OFF SEASON STORAGE			\$ 75,000		\$ 75,000
WATER BUILDING REHABILITATION		\$ 50,000	\$ 50,000		\$ 100,000
WATER CAPITAL EQUIPMENT	\$ 60,000		\$ 250,000	\$ 100,000	\$ 410,000
TOTAL WATER ENTERPRISE	\$ 1,060,000	\$ 2,500,000	\$ 925,000	\$ 1,330,000	\$ 5,815,000
GRAND TOTAL	\$ 10,900,000	\$ 8,805,000	\$ 4,550,000	\$ 6,380,000	\$ 30,635,000

PENSION OBLIGATION BONDS

Thomas F. Zidelis
Chief Financial Officer
City Hall Room 203
455 Main Street
Worcester, Massachusetts 01608
(508) 799-1075

Departmental Overview:

Pension Obligation Bonds are a method of funding a system's unfunded liability. This method of funding has been used over the last ten years in other parts of the country, but it is relatively new in Massachusetts. The City of Worcester is the first municipality in Massachusetts to issue pension obligation bonds. Authorized legislation (Chapter 191 of the state laws) for the bonds was passed on July 30, 1998. Chapter 191 requires that debt service for bonds be level and that the City of Worcester also obtains approval for its funding and debt payment plans from the state's Secretary of Finance and Administration. This method of funding is generally good news for pension funds in that they fully fund the system immediately and not at some point in the future. In addition they do not introduce any additional liabilities to the system.

Introduction:

Since 1990, Massachusetts Public Funds have been allowed to set their appropriations from their member units according to the requirements of actuarial funding schedules. These schedules are set up according to the dictates of Chapter 32 usually 22D or 22 (6)a. The calculations are usually made in two main components. First it takes into consideration the Normal Cost, which evaluates the present value of future benefits earned by the members of the system. Secondly, it evaluates the Amortization Scheduled payments due to the underfunded status of most Massachusetts Public Funds. These schedules recognize that regular payments over and above the Normal cost must be made in order for the Retirement system to fund their unfunded liability. The payments are made using either level dollar, or accelerating payment methods and are designed to treat the unfunded amount as a debt to be paid over a stated number of years.

Unfunded Pension Obligation:

The City of Worcester unfunded pension liability as of December 1, 1998 was \$217,399,984. The unfunded actuarial liability was 56% at Jan 1, 1998. After selling the Pension Obligation Bonds at a true interest cost of 6.31%, the proceeds of the bonds have funded the liability, generating present value savings of \$53.4 million compared with the present pension-funding schedule. To produce this savings for the city investment would have to exceed this projected interest rate over the 29-year period.

DEBT SERVICE OBLIGATIONS

Administration:

The Worcester Retirement System is administered by a five member board and has more than 7,809 members. The Massachusetts General Laws, Chapter 32, governs investment restrictions. Worcester benefits from strong oversight from the state's Public Employee Retirement Administration Committee, which provides continuing surveillance of the pension fund, its performance, and asset allocation.

AMORTIZATION SCHEDULE – EXISTING VRS REFUNDING #665

Year	Current Principal	Current Interest	Accretion	Total Net Debt Service	Existing Amortization	Savings
1999	\$ 0.00	\$ 0.00		\$(1,212,122.05)	\$ 0.00	\$1,212,122.05
2000	2,870,000.00	13,903,752.96		16,773,752.96	17,511,851.67	738,098.72
2001	4,100,000.00	12,689,298.50		16,789,298.50	17,773,033.74	983,735.24
2002	4,100,000.00	12,483,478.50		16,583,478.50	18,042,039.83	1,458,561.33
2003	4,315,000.00	12,271,508.50		16,586,508.50	18,319,192.55	1,732,684.05
2004	4,545,000.00	12,042,382.00		16,587,382.00	18,604,828.80	2,017,446.80
2005	4,790,000.00	11,794,679.50		16,584,679.50	18,899,300.44	2,314,620.94
2006	5,060,000.00	11,529,792.50		16,589,792.50	19,202,974.92	2,613,182.42
2007	5,340,000.00	11,251,492.50		16,591,492.50	19,516,236.00	2,924,743.50
2008	5,640,000.00	10,957,792.50		16,597,792.50	19,839,484.50	3,241,692.00
2009	5,960,000.00	10,639,132.50		16,599,132.50	20,173,139.01	3,574,006.51
2010	6,305,000.00	10,299,412.50		16,604,412.50	20,517,636.78	3,913,224.28
2011	6,700,000.00	9,936,875.00		16,636,875.00	20,873,434.44	4,236,559.44
2012	3,209,268.80	9,518,125.00	3,910,731.20	16,638,125.00	21,241,009.00	4,602,884.00
2013	2,981,642.40	9,518,125.00	4,138,357.80	16,638,125.00	21,620,858.64	4,982,733.64
2014	2,773,453.60	9,518,125.00	4,346,546.40	16,638,125.00	22,013,503.75	5,375,329.27
2015	7,120,000.00	9,518,125.00		16,638,125.00	22,353,685.90	5,715,560.90
2016	7,565,000.00	9,073,125.00		16,638,125.00	22,773,576.87	6,135,451.87
2017	8,040,000.00	8,600,312.50		16,640,312.50	23,207,967.74	6,567,655.24
2018	8,540,000.00	8,097,812.50		16,637,812.50	23,657,478.06	7,019,665.56
2019	9,075,000.00	7,564,062.50		16,639,062.50	24,122,754.97	7,483,692.47
2020	9,640,000.00	6,996,875.00		16,636,875.00	24,604,474.53	7,967,599.53
2021	10,245,000.00	6,394,375.00		16,639,375.00	25,103,342.93	8,463,967.93
2022	10,885,000.00	5,754,062.50		16,639,062.50	25,620,097.92	8,981,035.42
2023	11,565,000.00	5,073,750.00		16,638,750.00	26,155,510.16	9,516,760.16
2024	12,290,000.00	4,350,937.50		16,640,937.50	26,710,384.76	10,069,447.26
2025	13,055,000.00	3,582,812.50		16,637,812.50	27,285,562.80	10,647,750.30
2026	13,870,000.00	2,766,875.00		16,636,875.00	27,881,922.92	11,245,047.92
2027	14,740,000.00	1,900,000.00		16,640,000.00	28,500,383.08	11,860,383.08
2028	15,660,000.00	978,750.00		16,638,750.00	29,141,902.24	12,503,152.24
	220,979,364.80	249,005,847.46	12,395,635.40	481,168,725.41	651,267,568.95	170,098,843.57

PENSION OBLIGATION BONDS - ORGANIZATION #665

BUDGET SUMMARY INFORMATION

TAX LEVY BUDGET				
	Actual	Approved	Account	Recommended
	Fiscal 2008	Budget for	Number	Appropriation
		Fiscal 2009		Fiscal 2010
EXPENDITURES				
FRINGE BENEFITS	\$ 12,141,554.83	\$ 10,811,211.00	96000	\$ 10,765,285.00
TOTAL	\$ 12,141,554.83	\$ 10,811,211.00		\$ 10,765,285.00

FISCAL 2010 BUDGET OVERVIEW

Expenditures:

The total tax levy Pension Obligation budget for Fiscal 2010 is \$10,765,285 which is a decrease of \$45,926 from the Fiscal 2009 amount of \$10,811,211. In July 2005, the State approved the termination of the Memorandum of Understanding relative to the pension obligation bond issue of 1998. As a result, the use of the pension reserve account was eliminated.



THOMAS F. ZIDELIS, CHIEF FINANCIAL OFFICER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
DEPARTMENT OF ADMINISTRATION & FINANCE
DIVISION OF PENSION OBLIGATION BONDS- DIVISION #665

APPROVED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 12,250,075.00	665-94100 PENSION OBLIGATION DEBT SERVICE	\$ 12,222,645.00
<u>\$ 12,250,075.00</u>		<u>\$ 12,222,645.00</u>
	FUNDING SOURCES:	
(91,126.00)	CREDIT FROM AIRPORT	(79,295.00)
(24,688.00)	CREDIT FROM GOLF	(24,631.00)
(551,913.00)	CREDIT FROM SEWER	(564,982.00)
<u>(771,137.00)</u>	CREDIT FROM WATER	<u>(788,452.00)</u>
<u>(1,438,864.00)</u>	TOTAL FUNDING SOURCES	<u>(1,457,360.00)</u>
<u>\$ 10,811,211.00</u>	665-94000 TOTAL RECOMMENDED PAYMENT	<u>\$ 10,765,285.00</u>
<u>\$ 10,811,211.00</u>	TOTAL RECOMMENDED TAX LEVY	<u>\$ 10,765,285.00</u>



THOMAS F. ZIDELIS, CHIEF FINANCIAL OFFICER
CITY OF WORCESTER - ALLOCATION OF PENSION COSTS BY DEPARTMENT
PENSION OBLIGATION BONDS DEPARTMENT #665

<u>DEPARTMENT</u>	<u>FY10 PRINCIPAL</u>	<u>FY10 INTEREST</u>	<u>TOTAL PENSION OBLIGATION</u>
<u>EXECUTIVE OFFICE OF THE CITY MANAGER:</u>			
MANAGER	29,246.19	47,774.55	77,020.74
TOTAL	29,246.19	47,774.55	77,020.74
<u>HUMAN RESOURCES:</u>			
HUMAN RESOURCES	36,423.33	59,498.64	95,921.97
TOTAL	36,423.33	59,498.64	95,921.97
<u>OFFICE OF EXECUTIVE & NEIGHBORHOOD DEVELOPMENT:</u>			
CABLE SERVICES	4,562.55	7,453.06	12,015.61
ECONOMIC DEVELOPMENT	31,925.07	52,150.59	84,075.66
NEIGHBORHOOD DEVELOPMENT	28,277.59	46,192.31	74,469.90
PLANNING & REGULATORY SERVICES	15,722.51	25,683.21	41,405.72
AIRPORT	30,109.95	49,185.54	79,295.49
WORKFORCE DEVELOPMENT	85,112.23	139,033.46	224,145.69
TOTAL	195,709.90	319,698.17	515,408.07
<u>ADMINISTRATION & FINANCE:</u>			
BUDGET	26,958.60	44,037.70	70,996.30
ASSESSOR	28,418.26	46,422.11	74,840.37
PURCHASING	13,038.93	21,299.49	34,338.42
TECHNICAL SERVICES	80,000.49	130,683.27	210,683.76
TREASURY	60,977.94	99,609.36	160,587.30
TOTAL	209,394.22	342,051.93	551,446.15
<u>PUBLIC WORKS & FACILITIES:</u>			
ADMINISTRATION	73,412.73	119,921.96	193,334.69
ENGINEERING	124,747.56	203,779.00	328,526.56
STREETS	126,296.69	206,309.55	332,606.24
CENTRAL GARAGE	31,694.23	51,773.51	83,467.74
SANITATION	55,423.84	90,536.55	145,960.39
PARKS	119,552.86	184,691.68	304,244.54
CITY MESSENGER	4,923.65	8,042.93	12,966.58
SEWER	113,492.77	185,393.96	298,886.73
WATER	224,566.93	366,837.03	591,403.96
GOLF	(121.97)	10,402.38	10,280.41
TOTAL	873,989.29	1,427,688.55	2,301,677.84
<u>PUBLIC SAFETY:</u>			
POLICE	1,456,167.51	2,378,694.66	3,834,862.17
FIRE	1,219,870.11	1,992,695.55	3,212,565.66
COMMUNICATIONS	102,727.82	167,809.07	270,536.89
TOTAL	2,778,765.44	4,539,199.28	7,317,964.72
<u>INSPECTIONAL SERVICES:</u>			
INSPECTIONAL SERVICES	145,321.08	237,386.47	382,707.55
TOTAL	145,321.08	237,386.47	382,707.55
<u>HEALTH & HUMAN SERVICES:</u>			
ELDER AFFAIRS	-	-	-
HUMAN SERVICES	12,519.23	20,450.55	32,969.78
HEALTH	63,059.40	103,009.49	166,068.89
LIBRARY	169,841.60	277,441.50	447,283.10
TOTAL	245,420.23	400,901.54	646,321.77
<u>LEGISLATIVE OFFICES:</u>			
COUNCIL	8,389.45	13,704.43	22,093.88
MAYOR	2,349.37	3,837.77	6,187.14
AUDITING	25,856.20	42,236.90	68,093.10
LAW	40,603.28	66,326.71	106,929.99
CITY CLERK	35,283.75	57,637.09	92,920.84
ELECTION COMMISSION	-	-	-
TOTAL	112,482.05	183,742.90	296,224.95
RETIREMENT	14,410.74	23,540.38	37,951.12
TOTAL CITY DEPARTMENTS	4,641,162.47	7,581,482.41	12,222,644.88
PUBLIC SCHOOL	1,663,837.52	2,717,930.04	4,381,767.56
TOTAL WITH SCHOOL	6,304,999.99	10,299,412.45	16,604,412.44

CITY MANAGER'S –FIVE POINT PLAN FUNDS

Michael V. O'Brien
City Manager
 City Hall Room 309
 Worcester, Massachusetts 01608
 (508) 799-1175

BUDGET SUMMARY INFORMATION

	Actuals Fiscal 2008	Approved Budget for Fiscal 2009	Account Number	Recommended Appropriation Fiscal 2010
EXPENDITURES				
Capital Campaign Stabilization	\$ 8,353,355	\$ 8,344,263	04D802	\$ 9,344,263
City Square DIF Reserve Fund	-	62,433	04D803	62,433
MSBA Stabilization Fund	2,800,000	2,800,000	04D804	115,000
Bond Rating Reserve Fund	-	344,463	359-21	344,463
Emergency Stabilization Reserve	-	-	04D807	1,000,000
North High Construction Fund	22,946	851,537	04D806	851,537
Total Expenditures	\$ 11,176,301	\$ 12,402,696		\$ 11,717,696
FUNDING SOURCES				
General Fund Revenue	\$ 8,353,355	\$ 8,344,263	04D802	\$ 9,344,263
MSBA Audit Refunds	2,800,000	2,800,000	04D804	115,000
Bond Rating Reserve Fund	-	344,463	359-21	344,463
Emergency Stabilization Reserve	-	-	04D807	1,000,000
North High Construction Fund	22,946	851,537	04D806	851,537
CitySquare DIF Increment	-	62,433	04D803	62,433
Total Funding Source	\$ 11,176,301	\$ 12,402,696		\$ 11,717,696

FY 2010 Budget Overview

Capital Campaign Stabilization Account:

City Manager's Capital Campaign was established in Fiscal 1998 to mitigate the debt service costs for four city building projects on the city's operating budget; Worcester Senior Center, Forrest Grove Middle School, Worcester Public Library, and the Worcester Technical High School. The City began placing \$6.3 million into this Stabilization account beginning in Fiscal 2003 to begin accumulating reserves to be used to reduce the annual debt burden to be created from borrowing nearly \$130 million in capital project funds. Over the next five years debt service costs are estimated to be \$10.8 million for these four capital projects. In Fiscal 2007 a Five Point Plan was adopted to incrementally increase the annual deposits into a Stabilization fund to equal the \$10.8 million in principal and interest obligations on the above identified projects and reduce the financial pressure created by the immediate \$4 million debt service

increase once the stabilization funds are depleted at the end of Fiscal 2008 and into Fiscal 2009. The Capital Campaign mitigation plan requires two steps.

- ◆ Step 1. The Fiscal 2008 budget required the placing \$ 7.344 million into the stabilization account. Each year thereafter for the next three years an additional \$1.0 million will be added until the amount being budgeted each year reaches \$10.4 million in Fiscal 2011.
- ◆ Step 2. In Fiscal 2008, Fiscal 2009, and Fiscal 2010, the city will appropriate \$2.8 million, and \$115,000 of the estimated \$3.1 million in Massachusetts School Building Authority reimbursements the city expects to receive during this period into the Capital Campaign Stabilization pending completion of four school construction account audits.

Five Point Plan Funds

The Five Point Plan defined Three stabilization funds for the purposed of pre-funding known upcoming debt service obligations and building up general fund reserves (Fund Balance). The Funds are the following: The North High Construction Fund for the purpose of funding future debt service associated with the construction of a new North High School; the Bond Rating Stabilization Fund which was developed to build general fund reserve so that the City would poised to maintain or improve its bond rating. The Fiscal Year 2010 recommendation provides for level funding of these accounts to allow for the stabilization of services.

FY2010 Emergency Stabilization Reserve

In Fiscal 2010, the city will appropriate an additional \$1,000,000 into an Emergency Stabilization Reserve account. This reserve is being established to address a number of changing factors in the Fiscal Year 2010 budget including the possibility of continued extreme state aid or other revenue reductions associated with the declining economy.



MICHAEL V. O'BRIEN, CITY MANAGER
CITY OF WORCESTER - RECOMMENDED APPROPRIATION FOR FISCAL 2010
CITY MANAGER'S "FIVE POINT PLAN" STABILIZATION ACCOUNTS

RECOMMENDED FY09 AMOUNT	TITLE	RECOMMENDED FY10 AMOUNT
\$ 8,344,263.00	CAPITAL CAMPAIGN STABILIZATION (1)	\$ 9,344,263.00
62,433.00	CITY SQUARE DIF RESERVE FUND	62,433.00
2,800,000.00	CAP CAMPAIGN MITIGATION (MSBA)	115,000.00
344,463.00	BOND RATING STABILIZATION FUND	344,463.00
851,537.00	EMERGENCY STABILIZATION RESERVE	1,000,000.00
<u>851,537.00</u>	NORTH HIGH SCHOOL CONSTRUCTION FUND	<u>851,537.00</u>
<u>\$ 12,402,696.00</u>	TOTAL STABILIZATION	<u>\$ 11,717,696.00</u>
<hr/>		
<u>\$ 12,402,696.00</u>	TOTAL STABILIZATION	<u>\$ 11,717,696.00</u>

FY2010 BUDGET SUMMARY

DESCRIPTION	FY09 BUDGET	FY10 BUDGET	%
REVENUES:			
TAX LEVY BASE	190,524,785	199,181,909	
2.5% ALLOWABLE INCREASE	5,063,099	5,279,953	
USE OF EXCESS LEVY	-	-	
NEW GROWTH	3,602,919	2,500,000	
OVERLAY	(3,515,250)	(3,100,000)	
TOTAL REAL ESTATE	195,675,553	203,861,862	4.2%
STATE AID LOTTERY	39,912,488	25,146,665	-37.0%
STATE AID OTHER CITY	18,929,874	18,118,222	-4.3%
STATE AID MSBA	14,203,657	14,203,657	0.0%
TOTAL GENERAL STATE AID	73,046,019	57,468,544	-21.3%
STATE AID EDUCATION	180,493,947	180,493,947	0.0%
CHARTER REIMBURSEMENT	\$5,081,120	1,698,700	-66.6%
TOTAL EDUCATION AID	185,575,067	182,192,647	-1.8%
FREE CASH APPROPRIATION	2,799,462	-	
LOCAL RECEIPTS (OTHER SOURCES)	41,982,307	41,722,000	-0.6%
OTHER	-	-	
SUBTOTAL REVENUES	499,078,409	485,245,053	-2.8%
MSBA REIMBURSEMENT	4,624,447	4,625,128	0.0%
OTHER AVAILABLE FUNDS	1,676,362	1,295,494	-22.7%
MISCELLANEOUS REVENUES		-	
TOTAL GENERAL FUND REVENUE	505,379,218	491,165,675	-2.8%

FY2010 BUDGET SUMMARY

DESCRIPTION	FY09 BUDGET	FY10 BUDGET	%
EXPENDITURES:			
<u>LEGISLATIVE OFFICE:</u>			
CITY COUNCIL	350,867	350,867	0.0%
MAYOR	103,787	107,062	3.2%
CITY CLERK	700,611	630,864	-10.0%
ELECTIONS	398,741	365,187	-8.4%
AUDITING	706,241	567,025	-19.7%
TOTAL LEGISLATIVE OFFICES	2,260,248	2,021,004	-10.6%
<u>CITY MANAGER'S OFFICE:</u>			
CITY MANAGER	1,756,945	1,848,612	5.2%
HEALTH	612,853	24,140	-96.1%
ELDER AFFAIRS	713,170	555,634	-22.1%
PUBLIC LIBRARY	4,796,705	4,089,405	-14.7%
REGIONAL LIBRARY	119,655	102,400	-14.4%
CONTINGENCY	1,054,726	1,081,640	2.6%
TOTAL CITY MANAGER'S OFFICES	9,054,054	7,701,831	-14.9%
<u>HUMAN RESOURCES OFFICE:</u>			
HUMAN RESOURCES	1,041,832	971,481	-6.8%
TOTAL HUMAN RESOURCES OFFICE	1,041,832	971,481	-6.8%
<u>OFFICE OF ECONOMIC DEVELOPMENT:</u>			
ECONOMIC DEVELOPMENT	617,827	431,947	-30.1%
NEIGHBORHOOD SERVICES	24,704	500	-98.0%
UNION STATION	577,007	457,355	-20.7%
PLANNING	351,804	303,013	-13.9%
PROMOTION OF TOURISM	-	-	0.0%
TOTAL ECONOMIC DEVELOPMENT	1,571,342	1,192,815	-24.1%
<u>LAW DEPARTMENT:</u>			
LAW	924,738	826,594	-10.6%
COURT JUDGEMENTS	377,750	377,750	0.0%
PROPERTY & LIABILITY INSURANCE	119,948	119,948	0.0%
TOTAL LAW DEPARTMENT	1,422,436	1,324,292	-6.9%
<u>PUBLIC SAFETY:</u>			
FIRE	34,858,145	32,230,467	-7.5%
POLICE	41,214,002	38,947,555	-5.5%
COMMUNICATIONS	2,760,497	2,069,135	-25.0%
LICENSE COMMISSION	1,200	1,200	0.0%
TOTAL PUBLIC SAFETY	78,833,844	73,248,356	-7.1%

FY2010 BUDGET SUMMARY

<u>DESCRIPTION</u>	<u>FY09 BUDGET</u>	<u>FY10 BUDGET</u>	<u>%</u>
<u>INSPECTIONAL SERVICES:</u>			
INSPECTIONAL SERVICES	3,495,859	2,872,339	-17.8%
TOTAL INSPECTIONAL SERVICES	3,495,859	2,872,339	-17.8%
<u>PUBLIC SCHOOLS:</u>			
PUBLIC SCHOOL	256,607,804	252,467,330	-1.6%
CHARTER AND CHOICE TUITION	22,630,767	20,507,059	-9.4%
TOTAL PUBLIC SCHOOLS	279,238,571	272,974,389	-2.2%
<u>PUBLIC WORKS & PARKS:</u>			
AUDITORIUM	119,706	121,506	1.5%
CITY MESSENGER	525,025	526,670	0.3%
PUBLIC WORKS- ADMINISTRATION	573,259	471,459	-17.8%
PUBLIC WORKS- ENGINEERING	1,937,496	1,623,710	-16.2%
PUBLIC WORKS- STREET	2,780,597	2,285,351	-17.8%
PUBLIC WORKS- SANITATION	5,685,231	5,384,843	-5.3%
PUBLIC WORKS- CENTRAL GARAGE	2,007,785	1,767,156	-12.0%
PARKS	4,070,952	3,018,847	-25.8%
DCU CENTER	249,121	596,914	139.6%
SUBTOTAL DPW OPERATIONS	17,949,173	15,796,456	-12.0%
SNOW PLOWING	2,459,114	2,485,027	1.1%
SNOW DEFICIT CARRYOVER	1,074,208	3,058,843	
STREET LIGHTING	3,087,828	1,887,828	-38.9%
TOTAL PUBLIC WORKS & PARKS	24,570,323	23,228,154	-5.5%
<u>ADMINISTRATION AND FINANCE</u>			
FINANCE	2,803,540	2,255,587	-19.5%
ASSESSING	688,618	530,186	-23.0%
TECHNICAL SERVICES	3,042,784	2,603,346	-14.4%
TOTAL A & F	6,534,941	5,389,119	-17.5%

FY2010 BUDGET SUMMARY

DESCRIPTION	FY09 BUDGET	FY10 BUDGET	%
<u>FIXED COSTS:</u>			
CONTRIBUTORY PENSIONS	14,499,563	16,835,038	16.1%
NON-CONTRIBUTORY PENSIONS	159,731	151,530	-5.1%
OTHER PENSIONS	13,245	-	-100.0%
WORKER'S COMPENSATION	1,191,522	1,169,151	-1.9%
UNEMPLOYMENT COMPENSATION	100,000	1,870,000	1770.0%
PUBLIC SAFETY I.O.D.	398,918	499,771	25.3%
HEALTH INSURANCE (City)	24,625,524	23,012,367	-6.6%
OPEB LIABILITY	-	-	0.0%
DEBT PRINCIPAL	19,548,170	21,610,857	10.6%
DEBT INTEREST	8,470,518	8,266,864	-2.4%
PENSION OBLIGATION BONDS	10,811,211	10,765,285	-0.4%
TOTAL FIXED COSTS	79,818,402	84,180,863	5.5%
SUBTOTAL EXPENDITURES	487,841,852	475,104,643	-2.6%
INTERGOVERNMENTAL	3,042,532.00	3,160,411	3.9%
SUBTOTAL EXPENDITURES	490,884,384	478,265,054	-2.6%
<u>TRANSFERS OUT</u>			
<u>STABILIZATION:</u>			
CAPITAL CAMPAIGN STABILIZATION	8,344,263	9,344,263	12.0%
CITY SQUARE DIF RESERVE FUND	62,433	62,433	0.0%
CAP CAMPAIGN MITIGATION	2,800,000	115,000	-95.9%
BOND RATING STABILIZATION FUND	1,207,090	344,463	-71.5%
NORTH HIGH SCHOOL FUND	851,537	851,537	0.0%
EMERGENCY STABILIZATION RESERVE	-	1,000,000	
TOTAL STABILIZATION	13,265,323	11,717,696	-11.7%
<u>OTHER TRANSFER OUT</u>			
AIRPORT	1,229,510.69	1,182,925	-3.8%
GOLF	-	-	
TOTAL TRANSFERS OUT	14,494,833.69	12,900,621	-11.0%
OTHER TRANSFERS IN	-	-	
PREMIUM ON LOANS	-	-	
TOTAL NET EXPENDITURE	505,379,217.53	491,165,675	-2.8%

CITY OF WORCESTER
FISCAL 2010
LINE ITEM BUDGET

DEPT NAME	DEPT NO.	91000 Salaries	92000 OM	93000 Capital Outlay	94000 Debt	95000 Transfer	96000 Benefits	97000 Overtime	TOTAL
CITY COUNCIL	010	324,000.00	26,867.00						350,867.00
MAYOR	030	101,856.60	5,205.00						107,061.60
CITY MANAGER	040	644,332.44	1,204,280.00						1,848,612.44
PROMOTION OF TOURISM	041		0.00						0.00
ECONOMIC DEVELOPMENT	043	393,946.53	38,000.00						431,946.53
NEIGHBORHOOD SERVICES	044		500.00						500.00
PLANNING	045	252,535.04	50,478.00						303,013.04
CITY CLERK	100	603,171.23	26,693.00					1,000.00	630,864.23
CITY MESSENGER	110	38,001.60	481,596.00					7,072.00	526,669.60
LAW	120	703,751.65	122,842.00						826,593.65
COURT JUDGMENTS	121		377,750.00						377,750.00
PROPERTY & CASUALTY	122		119,948.35						119,948.35
ELECTIONS	150	280,301.68	84,885.00						365,186.68
CONTRIBUTORY PENSIONS	161						16,835,038.00		16,835,038.00
NON CONTRIBUTORY PENSIONS	162						151,530.00		151,530.00
PENSIONS OTHER	163						0.00		0.00
HUMAN RESOURCES	170	748,471.17	220,010.00					3,000.00	971,481.17
WORKERS COMPENSATION	171						1,169,151.21		1,169,151.21
UNEMPLOYMENT COMPENSATION	172						1,870,000.00		1,870,000.00
PUBLIC SAFETY IOD	174						499,771.00		499,771.00
LICENSE COMMISSION	190		1,200.00						1,200.00
POLICE	250	34,155,519.55	1,839,845.00					2,952,190.00	38,947,554.55
FIRE	260	30,754,353.52	918,735.00	25,000.00				532,378.00	32,230,466.52
COMMUNICATIONS	270	1,601,349.30	323,966.00					143,820.00	2,069,135.30
INSPECTIONAL SERVICES	280	2,629,516.55	167,089.00					75,733.00	2,872,338.55
PUBLIC HEALTH	330	19,140.16	5,000.00						24,140.16
ELDER AFFAIRS	340	260,856.68	290,653.47					4,124.00	555,634.15
DPW ADMINISTRATION	4101	333,259.35	107,090.00					31,110.00	471,459.35
DPW ENGINEERING	4102	1,114,575.08	427,342.00					81,793.00	1,623,710.08
DPW STREETS	4103	1,668,403.88	266,839.00					350,108.00	2,285,350.88
DPW SANITATION	4104	1,126,074.20	4,137,355.00					121,414.00	5,384,843.20
DPW CENTRAL GARAGE	4105	590,631.30	1,145,912.00					30,613.00	1,767,156.30
SNOW REMOVAL	411		2,128,775.00					356,252.00	2,485,027.00
STREET LIGHTS	412		1,887,828.00						1,887,828.00
UNION STATION	480		457,355.00						457,355.00
WORCESTER PUBLIC SCHOOLS	500	252,467,330.00							252,467,330.00

CITY OF WORCESTER
FISCAL 2010
LINE ITEM BUDGET

DEPT NAME	DEPT NO.	91000 Salaries	92000 OM	93000 Capital Outlay	94000 Debt	95000 Transfer	96000 Benefits	97000 Overtime	TOTAL
PUBLIC LIBRARY	550	2,793,729.56	1,278,043.00					17,632.00	4,089,404.56
REGIONAL LIBRARY	560	47,224.08	50,175.24				5,000.68		102,400.00
ADMINISTRATION/FINANCE	600/610/660	1,501,216.76	708,470.50					45,900.00	2,255,587.26
AUDITING	650	479,772.56	85,059.00					2,193.00	567,024.56
DEBT PRINCIPAL	661				21,610,857.00				21,610,857.00
DEBT INTEREST	662				8,266,864.00				8,266,864.00
HEALTH INSURANCE	663						23,012,367.00		23,012,367.00
PENSION OBLIGATION BONDS	665				10,765,285.00				10,765,285.00
ASSESSING	670	503,812.94	25,373.00					1,000.00	530,185.94
TECHNICAL SERVICES	680	1,664,150.82	903,495.00					35,700.00	2,603,345.82
PARKS	720	2,103,574.07	647,596.00					267,677.00	3,018,847.07
AUDITORIUM	740		121,506.00						121,506.00
CONTINGENCY	900		1,081,640.16						1,081,640.16
TOTAL TAX LEVY		339,904,858.30	21,765,396.72	25,000.00	40,643,006.00	0.00	43,542,857.89	5,060,709.00	450,941,827.9
SEWER	440	2,868,854.52	15,963,686.00	24,500.00	5,293,870.00	3,187,212.00	3,012,721.91	196,000.00	30,546,844.43
WATER	450	5,819,561.16	3,349,023.00	25,000.00	10,254,852.00	2,091,784.44	4,222,243.03	600,000.00	26,362,463.63
AIRPORT	470	1,276,420.76	1,408,562.00		575,731.00		491,454.00	95,000.00	3,847,167.76
GOLF COURSE	710	212,967.77	649,802.00		185,689.00	31,187.28	135,234.05		1,214,880.10
TOTAL ENTERPRISES		10,177,804.21	21,371,073.00	49,500.00	16,310,142.00	5,310,183.72	7,861,652.99	891,000.00	61,971,355.9