



# **Finance Committee Report**

## **City of Newton** **In City Council**

**Monday, March 14, 2016**

Present: Councilors Gentile (Chair), Norton, Brousal-Glaser, Rice, Blazar, Fuller, and Lappin

Absent: Councilor Ciccone

City staff present: Andrew Savitz (Director of Sustainability), Ouida Young (Associate City Solicitor), Maura O'Keefe (Assistant City Solicitor), Robert DeRubeis (Commissioner of Parks and Recreation), Joshua Morse (Commissioner of Public Buildings), Bruce Proia (Fire Chief), Gino Lucchetti (Assistant Fire Chief), William Ferguson (Public Buildings Project Manager), James McGonagle (Commissioner of Public Works), Maureen Lemieux (Chief Financial Officer/Chief of Staff), and David Wilkinson (Comptroller)

**Chair's Note:** The Committee met with Matt Hunt of Clifton, Larson, Allen, LLP (CLA), the City's external auditing firm, to discuss CLA's review of the City's Comprehensive Annual Financial Report (CAFR) and to review the Reports on Internal Control and Federal Awards and the Management Letter related to the Fiscal Year 2015 Audit. The Committee members received copies of all documents related to the audit. The CAFR can be found on the City website under the following link: <http://www.newtonma.gov/gov/comptroller/audrep.asp>. The attached presentation that was provided to the Financial Audit Advisory Committee contains all of the information that Mr. Hunt provided to the Finance Committee including information on the City's pension and other post-employment benefit liabilities. Comptroller David Wilkinson provided the attached General Fund Appropriation Turn-back information at the request of the Committee.

**#62-16      Acceptance of a National Grid Grant of up to \$55,000**

HIS HONOR THE MAYOR requesting authorization to accept and expend a grant of up to fifty-five thousand dollars (\$55,000) awarded by National Grid for the purpose of strengthening energy management programs in municipal and public school buildings, as well as funding a climate change vulnerability assessment. [02/09/16 @ 2:47 PM]

**Action:**      **Finance Approved 6-0 (Rice not voting)**

**Note:**      Andy Savitz presented the docket item for a National Grid grant that was awarded to seven municipalities this year to increase the number of National Grid customers that are willing to participate in home energy assessments with a goal of making their homes more energy efficient. The grant is incentive based and if the City meets certain targets as described in the information attached to the agenda, it could receive up to \$54,461.27. Currently, the City has qualified for an initial grant of approximately \$6,500.

The City plans to use the grant funds to strengthen energy management programs in public buildings and, possibly, partially fund a climate change vulnerability assessment. A number of cities

around Boston are looking at the potential impact of climate change on their cities and an assessment would be beneficial to Newton.

It was noted that the grant money would be earned over a number of months and the Committee questioned if the city would wait to spend the funds until they have been earned. Mr. Savitz responded that the city would not spend the anticipated funds and that, hopefully, the first payment of \$6,500 will arrive this week. With that, a motion for approval carried by a vote of six in favor and none opposed.

**#84-16 Request for funding to settle a claim for damage to a fence**

HIS HONOR THE MAYOR requesting authorization to appropriate and expend eight thousand two hundred four dollars (\$8,204) from Free Cash for the purpose of settling a claim against the City for damage to a fence. [02/29/16 @ 4:02 PM]

**Action:** Finance Approved 6-0 (Rice not voting)

**Note:** Ms. Young explained that the request is to fund a settlement with a property owner for a fence that was repeatedly damaged during January and February of 2015 because of the City's sidewalk clearing operations. The property is a corner property on a school sidewalk-clearing route to Memorial Spaulding Elementary School and this is not the first time the City has paid for its repair. The sidewalk between the fence and street is very narrow; therefore, the fence is very susceptible to damage from the sidewalk snow clearing equipment. The request is higher than usual for a fence repair because it is an expensive metal fence with significant damage.

The Public Works Department and the Parks & Recreation Department have made efforts in the past to avoid the fence but due to the extreme snowfall last winter, the fence was hit on multiple occasions in different spots. Public Works Commissioner McGonagle is looking at ways to avoid damaging the fence in the future and has included it as a hotspot on the department's list of problem areas for snow clearing. The department is also using a smaller bobcat to clear the sidewalk in the area of the fence. Councilor Lappin moved approval, which carried unanimously.

**#85-16 Request for funding to satisfy a reinstatement order**

HIS HONOR THE MAYOR requesting authorization *to settle a claim and to appropriate and expend fifty-three thousand eight hundred thirty-nine dollars (\$53,839) from the Judgements and Settlements Account and seventy-six thousand seven hundred sixty-eight dollars (\$76,768) one hundred thirty thousand six hundred eight dollars and seventy five cents (\$130,608.75) from Free Cash to satisfy a reinstatement order for a Municipal Employees Association employee.* [02/29/16 @ 4:02 PM]

**Action:** Finance Approved as Amended 3-1-2 (Gentile opposed; Blazar, Brousal-Glaser abstaining; Rice not voting)

**Note:** Assistant City Solicitor Maura O'Keefe presented the request to authorize the settlement of a claim and to authorize the appropriation to fund the settlement. Ms. O'Keefe

requested that the Committee amend the item by authorizing the full appropriation from Free Cash, as the Law Department has pending cases that could require funding from the Judgements and Settlements Account.

A Public Works Department employee was terminated in 2013 and through the grievance process and a series of arbitration awards, the employee was reinstated. As part of the award, the city is required to give the employee reinstatement pay that includes interest on lost wages, any benefits, and that the employee is reinstated to the position that he would have been in had he not been terminated. The original demand from the employee was for a total of \$176,357.66 and at this point, the settlement is considerably lower. The original demand included approximately \$57,000 for lost overtime and the City countered with an offer of just \$2,000, which opposing Council accepted. The employee also made a demand for medical expenses, which the arbitrator denied. As part of the original demand, the employee, through Council, requested the contractual longevity to which he was entitled, reinstated vacation time and any missed clothing allowances, which the arbitrator awarded. The City and the employee agreed that the city would reimburse the employee \$875 for the health insurance tax penalty incurred by the employee. The payment is not an admission of liability on the City's part. The employee was awarded 106,207.75 plus 12% compounded interest for back pay. The total interest on the award would equal \$23,868.08. **Note: The amended request does not authorize the full amount of the settlement, which totals \$130,900.80. The original calculated interest was short by a few days. The Administration will submit a request for authorization of the full amount of the settlement for the Council meeting on March 21, 2016.**

There were questions regarding why the arbitrator thought a mistake was made. Ms. O'Keefe responded that there were four separate arbitrations that led to the final decision. In general, the arbitrator believed that investigations into the disciplinary matters were not what they should be. In response, a training regimen is being worked on to assist the management team at MEMA to conduct fair, unbiased, impartial investigations going forward to avoid this type of situation in the future.

A Committee member asked if the employee's position was filled, which meant that person was bumped when the employee was reinstated. The employee has been back at work since July 2015 and no one was bumped for his reinstatement. The clothing allowance, though small, was questioned. Union contracts state that all union employees are entitled to the clothing allowance.

Several members were not pleased that the settlement included a 12% interest compounded annually. Ms. O'Keefe stated that it is within the arbitrator's power to award the interest, which is determined by Massachusetts General Law. Unfortunately, this case was not a good case to challenge the awarded interest but the Law Department is planning to challenge any future cases. Ms. O'Keefe added that not all arbitrators award interest and that possibly could be a good reason to challenge it next time. If interest is charged as part of a settlement that is done through the court system, it will be done at 12%. Councilor Gentile stated that he would not support the item because he is indignant about the interest payment and feels that the Law

Department should go back to the employee and offer a settlement without interest. There is a chance that the employee would accept the offer to avoid going back to the arbitrator and/or court and delaying the settlement payment. Ms. O'Keefe stated that she believes that if the case goes back to the arbitrator and the interest is not funded, the case would go to Superior Court. Case law exists that allows the Superior Court to take the settlement funds from the City's treasury. Ms. O'Keefe is fairly certain that the City would be held responsible for the interest. With that, Councilor Fuller moved the item and the Committee voted three in favor, one opposed, and two abstaining. Both Councilors abstained due to the interest payment.

**#69-16      Funding for research and public outreach by the Charter Commission**

HIS HONOR THE MAYOR requesting a discussion of the request from the Newton Charter Commission to appropriate forty-five thousand five hundred dollars (\$45,500) to the following accounts:

Consulting  
(C108004-5301) .....\$30,000  
Part-time Salaries  
(C108004-211101) .....\$4,500  
Printing  
(C108004-5342) .....\$10,000  
Office Supplies  
(C108004-5420) .....\$1,000  
[02/11/16 @ 4:24 PM]

**Action:**      **No Action Necessary 6-0 (Rice not voting)**

**Note:**      Josh Krintzman, Chair of the Charter Commission, joined the committee for discussion of the request for \$45,500 for the Charter Commission to hire a consultant, hire a clerk, and fund other expenses resulting from the work of the commission. Mr. Krintzman provided supporting documents for the requested funds, which were attached to the agenda. Mr. Krintzman made an effort to include all of the funds the Charter Commission will need to complete their work. The Commission may not need all of the requested funds but the request covers the anticipated needs.

Charter Commissions usually use a consultant for research, facilitation assistance, and support at its meetings. The Commission looked at possible consultants and found the Collins Center for Public Management. The Collins Center has worked with a number of Charter Commissions and has the necessary expertise to develop a work plan, facilitate discussions, and if necessary, drafting work for changes to the Charter. Mr. Krintzman stated that the Charter Commission worked with the Collins Center to bring the proposal down to \$30,000 and there is a possibility it could be further reduced to as little as \$18,000. The Charter Commission members expect to handle a large amount of their research on their own.

Mr. Krintzman added the Charter Commission needs a Clerk to keep minutes and prepare materials for the Commission and public. If one of the members were to undertake this work, they

would not be able to fully participate in the meetings. The request includes funding for printing and mailing as there is the possibility that the Commission may need to mail out the final recommendations of the Charter Commission to every registered voter.

Since this item was docketed as a discussion and there is no appropriation before the Finance Committee, the appropriate motion may be NAN or to pass a resolution from the Finance Committee asking the Mayor to submit a request to the Council requesting authorization to appropriate the funds.

There was a question regarding whether the Citizens Advisory Group (CAG) required any funding to complete their work. The CAG was an appointed body with the specific skill sets to accomplish their mission. The City provided no funding but the city did allow the CAG to use City resources like staff and the print shop.

It was also noted that taxpayers were not aware of money involved when voting for a Charter Commission. The Committee understood the need for the funds and there was a suggestion that the Committee submit a resolution from the Finance Committee to the Mayor's Office supporting a request to authorize an appropriation of \$45,500. The Committee voted four in favor, one opposed (Norton), and one abstention (Brousal-Glaser) to submit the resolution. Chief of Staff Maureen Lemieux stated that she would docket the request for the next Council meeting. A motion of no action necessary was made and it carried by a vote of six in favor and none opposed.

**#385-08(3) Expend mitigation funds for Commonwealth Ave landscape maintenance**

HIS HONOR THE MAYOR requesting authorization to appropriate and expend twenty thousand nine hundred dollars (\$20,900) from development mitigation funds for planting and beautification purposes on Commonwealth Avenue near the Marriott Hotel per Condition #24 of Special Permit #385-08, approved on February 17, 2009.  
[02-29-16 @ 4:02 PM]

**Action:** **Finance Approved 6-0 (Rice not voting)**

**Note:** Parks and Recreation Commissioner Bob DeRubeis presented the item and noted that the item is essentially a request to transfer special permit mitigation funds from a project at the Marriott Hotel in 2009 to the Parks and Recreation Department. The funds are to be used for beautification of Commonwealth Avenue in the area of the Marriott Hotel, which will be done by the Parks and Recreation Department. The department has a plan for the work but may need to modify it. It was suggested that Commissioner DeRubeis involve a nearby property owner, Kevin Newman, in the plans for the beautification. Commissioner DeRubeis stated that Mr. Newman and Karen Howard have been involved and will continue to be involved in the planning process. Councilor Blazar moved approval of the item, which carried unanimously.

### **Referred to Programs & Services and Finance Committees**

#88-16

#### **Request to transfer \$223,865 from Snow and Ice Budget Reserve for tree services**

HIS HONOR THE MAYOR requesting authorization to transfer two hundred twenty-three thousand eight hundred sixty five dollars (\$223,865) from the Budget Reserve – Snow and Ice Removal Account to the following accounts:

Parks and Recreation Personnel Costs – Overtime  
(0160201-513001).....\$28,280  
Forestry/Tree Services  
(0160201-5243).....\$195,585

**Programs & Services Approved 7-0 on 03/09/16**

**Action:**

**Finance Approved 6-0 (Rice not voting)**

**Note:**

Parks and Recreation Commissioner Bob DeRubeis presented the request for \$223,865 for tree removal services. The department used a contractor and in-house forces to address downed trees and tree limbs as a result of a 5” snowstorm that occurred on February 5, 2016. The tree damage was significant, as the snow was extraordinarily heavy and wet. A number of large trees were lost and there was significant limb damage. The department received approximately 800 calls regarding damaged trees.

The Commissioner pointed out that the City saved \$250,000 because it has an in-house crew that could deal with some of the damaged trees. The contractor was only used to supplement the City’s work force.

It is the first time that the Administration is requesting that Snow and Ice Budget Reserve be used to fund tree services. Chief of Staff Maureen Lemieux explained that it is an appropriate funding source as the tree services and overtime costs are the direct result of a snowstorm. The Snow and Ice Budget Reserve increases each year and as the reserve grows, the Council will see similar requests in the future. Ald. Lappin moved approval of the item, which carried unanimously.

### **Referred to Public Facilities and Finance Committees**

#89-16

#### **Request for \$3,400,000 for the Fire Station 3/Headquarters Project**

HIS HONOR THE MAYOR requesting authorization to appropriate three million four hundred thousand dollars (\$3,400,000) from bonded indebtedness for the purpose of funding the completion of the next phase of construction of the Fire Station 3/Headquarters Project. [02/29/16 @ 4:03PM]

**Public Facilities Approved 6-0 on 03/09/16**

**Action:**

**Finance Approved Subject to Second Call 5-0-2 (Blazar, Fuller abstaining)**

**Note:**

Commissioner of Public Buildings Josh Morse joined the Committee for discussion of the request for \$3,400,000 to continue to the next phase of the Fire Station 3/Headquarters Project. The Chair of Finance stated that the estimated cost of the project has grown from \$18.5 million to over \$20.8 million since the Public Facilities Committee meeting on March 9, 2016. The Chair learned of the increase at the Fire Station Working Group meeting on March 11, 2016, which

includes himself and Councilors Blazar and Danberg. The Chair felt it was important that the Committee members are aware of the increased project estimate because if the Council votes to approve the requested \$3.4 million, it is essentially committing to funding the whole project.

A portion of the requested funds would be used to award early site packages in order to get firmer numbers for the project. By bidding the site packages for steel and foundation early, the City will also save some money. In addition, the funds will allow the project to move forward to get the new station and emergency operations center building envelopes weather tight to avoid paying additional money to contractor for winter conditions.

Commissioner Morse informed the Committee that the project has gone through a number of design iterations, reviews by the Design Review Committee, and value-engineering sessions. Commissioner Morse is expecting a letter from Arthur Cohen, Chair of the Design Review Committee, stating that project does not have any unnecessary additions before the full Council meets on March 21, 2016. The bottom line is that if anything else were cut from the project, it would be detrimental to a critical public safety facility. At this point, the Commissioner feels that the community, Executive Department, or the City Council should make the decision to further cut the project.

Brian Jarvis of Compass Project Management provided the attached handout at the meeting of the timeline of scope and budget for the project. The attached budget documents were provided through e-mail on March 9, 2015 and were available for review at the meeting. Mr. Jarvis reviewed all of the attachments with the Committee.

The Committee members had several questions regarding the estimated project budget. There was concern that the contingency for the increased budget seemed low. Commissioner Morse explained that there are actually three contingency line items within the budget for the Construction Manager, design, and the owner. Commissioner Morse is comfortable with the owner's contingency, as he will be applying lessons learned on other fire station projects to keep change orders down. He thinks that the test pits and exploratory work have exposed any needed abatement and removal work.

It was noted that the Fire Station 3 and Headquarters Project was part of the override at a cost of \$15.5 million. As estimated, the project cost is \$5.3 million over that amount and the Administration will need to figure out where the additional funding would come from. The Council and Administration should be prepared to explain the increase of over \$5 million to the citizens.

Chief of Staff Maureen Lemieux responded that she has modeled the increases, as they have happened and is looking at different opportunities like the bond sale premiums to fund the increase in the project. She does not know where all of the funding is coming from but will continue to work on it. It would be helpful to Council members to know what planned projects would be pushed out to a later date to fund the increase in this project. Ms. Lemieux stated that she is not sure that any other projects would be delayed. She may use the uncommitted \$3.6 bond

sale premium to fund the increase. It is also possible that the actual project costs will not reach the estimated \$20.8 million. The Administration will have a better sense of actual costs once the bid numbers are in and at that point, the Administration will make the request for full funding.

Commissioner Morse added that the Design Review Committee has been deeply involved in the project since the start and has reviewed the project multiple times. They have looked at ways to control costs without dramatically affecting the project. Fire Chief Proia has worked with the design team to value engineer the project until cuts were detrimental to fire operations. He feels that the current plan will provide a building that is an asset to the community and enhance fire operations and public safety. He is comfortable with the cuts in the project to this point but would not be comfortable with further cuts.

Councilor Blazar is concerned with how the City is going to fund the additional costs and will abstain from the vote for further information. He is supportive of the project but is not content with the way that the increase in costs was handled. The Council and particularly the working group should have been informed about the increase sooner. Councilor Fuller needs further information on what the implications are for funding this project at the estimated cost on other planned projects before she can support the docket item.

The Chair is having a hard time understanding how the estimated project costs increased from the \$18.5 million to \$20.8 million in 10 months when the design team already knew the extent of the project. He requested that Mr. Jarvis add the original budget costs to the budget overview and summary that was included in the handout. There are many questions about the increased costs but that does not change how much it is going to cost to build the project. The Chair ultimately supports the project and is aware that the budget is likely to increase even more if there is a delay in this funding.

There was a request that a letter be submitted before the full Council meeting from the design team detailing the changes that resulted in the cost increases. The Public Facilities Committee Chair should also be informed of the changes in the project budget. Councilor Brousal-Glaser moved approval of the item subject to second call in order to review the requested information and letters. The motion carried by a vote of five in favor and none opposed.

### **Referred to Public Facilities and Finance Committees**

**#133-15**

**Authorization to negotiate leases for install of solar panels on city properties**

HIS HONOR THE MAYOR requesting authorization to enter into negotiations for the potential lease on city properties for purposes of third-party construction, ownership, and operation of on-site renewable solar energy generation from which the City will purchase electric output and/or net metering credits. [05/11/15 @ 5:00 PM]

**ITEM SPLIT INTO PART A AND PART B**

**PART A –BOA APPROVED on 11/16/15**



***PART B – Solar panels mounted on new carport structures at Newton South High School and solar panels mounted on new carport structures at the Library.***

**Public Facilities split Part B into Part B1 (Newton South High School) and Part B2 (Library)**

**Public Facilities Approved Part B1 6-0-1 (Gentile abstaining) on 03/09/16**

**Public Facilities Approved Part B2 5-1-1 (Gentile opposed, Laredo abstaining) on 03/09/16**

**Action:**

**Finance Approved Part B1 7-0**

**Finance Approved Part B2 5-1-1 (Gentile opposed; Blazar abstaining))**

**Note:**

Public Buildings Project Manager Bill Ferguson presented the item to the Committee. The docket request is for approval of the installation of carports with solar panels at Newton South High School and the Library. The item was split into Part B1 (Newton South High School) and Part B2 (Library) at the March 9, 2016 Public Facilities Committee meeting. The School Committee approved the installation at Newton South High School on February 8, 2016 and the Library Board of Trustees approved the installation at the library parking lot on February 29, 2016. Members of the Library Board of Trustees and the Library Director joined Public Facilities to state their support of the carports and that they did not believe that the aesthetics of the carports would be an issue.

Mr. Ferguson provided the attached photos of examples of carports with solar panels that are similar to the carports being proposed for Newton South High School and the library parking lot, as requested at the Public Facilities meeting. Mr. Ferguson also called Lincoln-Sudbury to discuss their experience with their carports during snow clearing operations. The person Mr. Ferguson spoke with stated that they have no issues with the carports.

Originally, these two carport locations were on hold to see what the carport installation looked like at the City's Elliot Street Yard. The Administration would like to expedite the installations, as there is a potential that the credits for solar energy will disappear. If the State legislation decides to go in that direction, the City would not do the solar projects. In addition, by doing all of the solar installations at once, there is an economy of scale.

A Committee member questioned why it was better to lease the solar panels instead of owning them. Mr. Ferguson responded that the City does not have to invest capital to generate savings and reduce its carbon footprint. In addition, only private companies can take advantage of the federal tax credits for solar installations.

It was suggested that the Committee approve the solar panels in order to position the City in the best place to get the benefits from installing solar panels. It was pointed out that over time people's view of the aesthetics of carports were likely to change. The Chair still has reservations about adding carports to the library parking lot. He does not feel it is worth the \$17,000 per year savings, as he sees City Hall and the library area as historic and not appropriate for carports.

Councilor Lappin moved approval of Part B1, which carried by a vote of seven in favor and none opposed. Councilor Norton moved approval of Part 2, which carried by a vote of five in favor, one opposing, and one abstention.

**Referred to Public Facilities and Finance Committees**

**#224-15(2) Inter-municipal agreement with Needham for repair of Elliot St Bridge**

HIS HONOR THE MAYOR requesting authorization to enter into an Inter-Municipal Agreement with the Town of Needham detailing Needham's obligation to fund half of the construction contract costs associated with repairs to the jointly owned Elliot Street/Central Avenue Bridge and to potentially authorize additional funds for an additional scope of work required by the Newton Upper Falls Historic Commission, which is excluded from the agreement. [03/03/16 @ 1:48 PM]

**Public Facilities Approved Subject to Second Call 4-0-2 (Gentile, Lappin abstaining; Danberg not voting) on 03/09/16**

**Action: Finance Approved Subject to Second Call 7-0**

**Note:** Commissioner of Public Works Jim McGonagle explained that the docket item is to authorize an agreement between the City and the Town of Needham for the repair of the jointly owned Elliot Street Bridge. The agreement states that the Town of Needham will provide up to \$2 million for the repair of the bridge. The anticipated cost of the project is \$3.3 million.

The docket item also includes language to possibly authorize additional funds for stone fascia on the bridge's concrete piers. The Newton Upper Falls Historic District Commission with support from the Massachusetts Historic Commission is requiring the stone fascia, which may cause additional costs to the project. The Town of Needham is not willing to share the costs of the Newton Upper Falls Historic District Commission's requirement; therefore, the cost of the requirement is being funded separately from the bridge repair budget. The Committee members are not happy with the requirement. The Councilors understand that if the City appeals the requirement, it would cause a lengthy delay in the project and is unlikely to change the requirement.

During the Public Facilities Committee's discussion, there was concern that the Town of Needham is only responsible for up to \$2 million of the project costs. The Public Facilities Committee felt that the agreement language needed to be clear that if the project exceeds \$4 million, Needham would share in 50% of the additional costs. The Public Facilities Committee voted approval of the item subject to second call in order for the Law Department to add language that Needham is responsible for 50% of the construction costs, excluding the stone fascia, even if the project exceeds \$4 million.

Commissioner McGonagle explained that Massachusetts General Law requires the agreement to have a cap on the amount of money for the joint project. A new revised agreement stating that in the event of unanticipated increases in the contract over \$4 million the Town of Needham and City shall take the necessary steps to secure their 50% portion of the additional

funding. If Needham does not vote to split additional costs with Newton, the City does not have to reopen the bridge. The Committee requested that the revised, signed agreement be provided to the City Council

Councilor Rice moved approval subject to second call in order to review the revised agreement. The Committee voted unanimously to support the motion.

### **Referred to Public Facilities and Finance Committees**

**#455-14 Ordinance amendment request to create a storm water rate fee structure**  
HIS HONOR THE MAYOR recommending amendment to Chapter 29, Section 80 **Sewer/Stormwater use charge.** to create a storm water rate fee structure based upon square footage of impervious surface area.

**Public Facilities Approved 5-1-1 (Lappin opposed; Albright abstaining)**

**Action: Finance Approved 6-1 (Lappin opposed)**

**Note:** The Public Facilities Committee approved the attached draft ordinance for the storm water fee structure based on ranges of impervious surface area on March 9, 2016. The fees for each tier of the storm water ordinance will be discussed as part of the water, sewer and storm water rates public hearing on May 2, 2016. In addition, the Public Facilities Committee discussed the storm water mitigation credit and settled on an up to 25% credit. The storm water credit is expected to increase when the storm water quality requirements change in order to encourage property owners to add storm water mitigation systems.

The Committee members discussed the proposed ordinance. Councilor Lappin voiced her opinion that the storm water fee should be based on actual square footage of impervious surface area because the tiered structure is not equitable. Smaller non-residential properties are paying a higher fee per square foot than larger properties in the proposed ordinance.

Committee members understood Councilor Lappin's concern but pointed out that the plan is to grow into a storm water fee based on square foot of impervious surface area. The proposed ordinance is a great first step for the City but a linear model for storm water rates should be pursued. The current storm water fee for non-residential properties is \$200 and the proposed tiered structure calls for increases of up to five thousand dollars for the non-residential properties in the City. The proposed ordinance will be less of a shock to property owners than a linear model for storm water fees. Councilor Fuller moved approval of the draft tiered fee structure, which carried by a vote of six in favor and one opposed.

**#91-16 Request for consulting services for the Human Resources Department**  
HIS HONOR THE MAYOR requesting authorization to appropriate and expend eighty-three thousand one hundred thirty-three dollars (\$83,133) from Free Cash to the Human Resources Department for consulting services to audit the Retiree Drug Receipts Account. [02/29/16 @ 4:03PM]

**Action: Finance Approved 7-0**

**Note:** Chief of Staff Maureen Lemieux presented the request to appropriate \$83,133 to fund consulting services for the audit of the retiree drug receipts. A Request for Proposals (RFP) was issued for consultant services and the low bid came in at a 25% commission on any funds the consultant could recoup from the audit of the drug receipts. The auditors determined that the City was owed \$332,533.61, which results in an \$83,133 commission for the auditors.

There was a question of whether the City should be performing the audit; therefore, cutting out the need to pay a commission. Ms. Lemieux will investigate that possibility. With that, Councilor Norton moved approval, which carried unanimously.

**#86-16 Request to rescind MWRA sewer borrowing authorization balances**

HIS HONOR THE MAYOR requesting rescission of the following Massachusetts Water Resource Authority (MWRA) sewer borrowing authorization balances that have not and will not be spent, as well as the fractional borrowing authorizations and appropriations:

**Board Orders**

#149-07 Sewer Improvements .....	\$338,655
#361-09 Sewer Improvements .....	\$198,000
#52-14 Station 10/Wires Building .....	\$12,296
#32-15(2) Station 10/Wires Building.....	\$823
#215-15 Library Automation System.....	\$850
#217-15 Fire SCBA Equipment.....	\$750
#216-15 Fire Bucket Truck.....	\$700

**Action:** Finance Approved 7-0

**Note:** Chief of Staff Maureen Lemieux explained that the request is a housekeeping item to rescind the balances for a number of sewer borrowing authorizations. The listed balances are from projects that are either complete or never undertaken. Councilor Fuller moved approval, which carried unanimously.

**#87-16 Request to appropriate and expend \$253,808.90 to cover bond issuance costs**

HIS HONOR THE MAYOR requesting authorization to appropriate and expend two hundred fifty-three thousand eight hundred eight dollars and ninety cents (\$253,808.90) from the following accounts to fund bond issuance costs associated with the City's January 2016 bond sale:

**From:**

Free Cash .....	\$154,637.43
Override Capital Stabilization Fund.....	<del>\$78,886.78</del> \$95,418.14
<del>Debt Exclusion-Angier Elementary School .....</del>	<del>\$16,531.36</del>
Stormwater Current Year Reserve .....	\$2,418.82
Sewer Fund .....	\$1,334.52

**To:**

Bond Sale Costs .....\$253,808.90  
[02-29-16 @ 4:02 PM]

**Action:**        **Finance Approved as Amended 7-0**

**Note:**        Chief of Staff Maureen Lemieux presented the request for authorization to appropriate \$253,808.90 to fund costs associated with the January 2016 bond sale. The bond sale was incredibly successful for the City. The City received virtually the same interest rate as last year and the sale generated \$3.6 million in premiums for the general fund. Ms. Lemieux submitted a letter requesting an amendment to the item by eliminating the Debt Exclusion Angier Elementary School and combining the funds in that line item with the Override Capital Stabilization Fund, which is attached. Councilor Fuller moved approval as amended, which carried unanimously.

All other items before the Committee were held without discussion and the Committee adjourned at 10:45 PM. Draft Council Orders for the above items that are recommended for City Council action are attached.

Respectfully submitted;  
Leonard J. Gentile, Chair



# City of Newton, Massachusetts

## Fiscal Year 2015 Audit Exit Conference

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December 14, 2015

Presented by: Matthew Hunt, CPA, Shareholder

# Agenda

- Engagement summary
- CAFR/Financial Statement summary
  - CAFR Structure
  - New pronouncements
  - Opinion
  - Financial highlights, including significant footnotes and RSI
- Reports on Internal Control and Federal Awards
- Management Letter

# Engagement Summary

- Audit began September 2015
- Information provided timely and was well organized
- Management and staff responsive to all inquiries
- No disagreements with management
- End result – smooth audit process
- Audit received a quality control review by an independent partner outside of our office



# CAFR Structure

- Introductory section (p i-viii)
  - Includes the Letter of Transmittal
- Financial section
  - Auditors' opinion (p 1-3)
  - Management's discussion and analysis (p 4-17)
  - Financial statements and footnotes (p 18-75)
  - Required supplementary information (p 76-81)
  - Combining statements and schedules (p 82-116)
  - Additional information (p 117-126)
- Statistical Section (p 127-150)

# New Pronouncements

- Governmental Accounting Standards Board (GASB)
  - GASB Statement No. 68
    - ◇ Current impact – Reporting of net pension liability on the government-wide/full accrual financial statements and expanded note disclosures and required supplementary information
  - All other GASB Statements had no impact
- Auditing Standards Board
  - No new auditing standards of impact

# Opinion

- Opinion (p 1-3)
  - Unmodified opinion (consistent with prior years)
    - ◇ Best opinion available
  - Emphasis of a Matter paragraph related to implementation of GASB 68
  - Other auditors audited Newton Commonwealth Foundation
    - ◇ Discretely presented component unit

# Financial Highlights

- Government-Wide Financial Statements (p 18-21)
  - Statement of Net Position - Governmental Activities (p 18-19)
    - ◇ Assets - \$634m
      - Cash and investments - \$145m
      - Capital assets - \$459m
    - ◇ Liabilities - \$800m
      - Bonds payable - \$215m
      - Net OPEB obligation - \$227m
      - Net pension liability - \$289m
    - ◇ Net Position– (\$144m)
      - Net investment in capital assets - \$261m
      - Restrictions - \$32m
      - Unrestricted – (\$437m)
  - Statement of Net Position - Business-type Activities (p 18-19)
    - ◇ Represent collective balances of enterprise funds, which are discussed individually further in this document

# Financial Highlights

- Government-Wide Financial Statements (continued)
  - Statement of Activities - Governmental Activities (p 20-21)
    - ◇ Decrease in net position of \$24.3m, or 20.3% - see p 21
      - Primarily the result of approx. \$59m increases to OPEB and pension liabilities
    - ◇ Total expenses - \$443m (p 20)
      - Education - \$274m, or 62%
      - Public safety - \$68m, or 15%
      - Public works - \$34m, or 8%
    - ◇ Total revenues and transfers – \$418m (p 20-21)
      - Program revenues - \$97m (p 20)
        - State Aid/Grants/Gifts for education - \$54m
      - General revenues and transfers - \$321m (p 21)
        - Real estate - \$289m

# Financial Highlights

- Governmental Funds Financial Statements
  - General Fund
    - ◇ Balance Sheet (p 22)
      - Fund balance - \$38.5m (see p 66 for details below)
        - Restricted - \$3.0m (debt service)
        - Committed - \$5.3m (FY 16 budget, cont. approp. and capital)
        - Assigned - \$2.5m (encumbrances and capital)
        - Unassigned - \$27.8m
          - Includes \$17.3m of "rainy day" stabilization funds (p 67)
          - Represents 7.9% of total revenues/OFS (p 12)
          - 7.1% last year (p 12)
          - 3.4% in FY 09 and FY 10 (p 12)
          - See page 12 for historical trends

# Financial Highlights

## – General Fund

### ◇ Statement of changes in fund balance (p 24)

- Net change in fund balance – \$1.8m

### • Budget and actual helps summarize results (p 26)

- Use of reserves – \$15m
- Budgeted revenue positive variance - \$7.7m
- Premium from bonds (unbudgeted) - \$1.2m
- Fund close-outs (ex. FEMA) - \$1.3m
- Budgeted expenditures positive variance - \$6.8m

### • General Fund debt service as a percentage of total expenditures and transfers out (per p 24)

- 5.0%
- 4.6% in prior year

# Financial Highlights

## – Other Governmental Funds

### ◇ Fund balances

- Community Preservation - \$13.9m (p 22)
- Revolving and Receipts Reserved - \$9.3m (p 84)
- Capital Projects - \$2.4m (p 86)



# Financial Highlights

- Proprietary Funds Financial Statements (p 28-30)
  - Sewer Enterprise (p 28)
    - ◇ Assets - \$76m
      - Cash - \$25m
      - Capital assets - \$41m
    - ◇ Liabilities - \$22m
      - Bonds payable - \$13.4m
      - Net OPEB obligation - \$2.5m
      - Net pension liability - \$4.4m
    - ◇ Net position - \$53m
      - Net investment in capital assets - \$43m
      - Unrestricted - \$10.7m
    - ◇ Change in net position - \$9.1m (p 29)

# Financial Highlights

- Proprietary Funds Financial Statements (p 28-30)
  - Water Enterprise (p 28)
    - ◇ Assets - \$65m
      - Cash - \$12m
      - Capital assets - \$48m
    - ◇ Liabilities - \$25m
      - Bonds payable - \$16m
      - Net OPEB obligation - \$2.9m
      - Net pension liability - \$5.0m
    - ◇ Net position - \$41m
      - Net investment in capital assets - \$39m
      - Unrestricted - \$2m
    - ◇ Change in net position - \$3.3m (p 29)

# Financial Highlights

- Proprietary Funds Financial Statements (p 28-30)
  - Internal Service (Health/Workers Comp – p 28)
    - ◇ Assets - \$31m
    - ◇ Liabilities - \$14m
      - IBNR Health Claims - \$3.5m
      - Workers Comp - \$8.5m
    - ◇ Net position - \$17m
      - Health - \$14.3m (p 93)
      - W/C - \$2.4m (p 93)
    - ◇ Change in net position – (\$181k) – p 29
      - Health Insurance fund decrease – (\$459k) – p 94

# Financial Highlights

- Fiduciary Funds Financial Statements (p 31-32)
  - Pension Trust Fund
    - ◇ Statement of Fiduciary Net position (p 31)
      - Net position- \$294m (primarily consisting of cash and investments)
    - ◇ Statement of Changes in Fiduciary Net Assets (p 32)
      - Change in net position – \$13.5m; prior year increase of \$26m
        - Net investment income – \$20.7m (prior year - \$35m)
    - ◇ Net pension liability and related (per implementation of GASB 68) discussed further in discussion of footnotes

# Financial Highlights

## – OPEB Trust Fund

- ◇ Statement of Fiduciary Net position (p 31)
  - Net position- \$2.1m
  
- ◇ Statement of Changes in Fiduciary Net Position (p 32)
  - Change in net position – \$1m
    - City contribution - \$941k
    - Interest and dividends - \$58k
  
- ◇ OPEB liability discussed further in discussion of footnotes

# Significant Footnotes

- Note 10 - Long-term Debt (p 55-60)
  - Total outstanding - \$244.5m (p 16)
    - ◇ Governmental Funds - \$215.3m (p 56)
    - ◇ Water - \$15.8m (p 58)
    - ◇ Sewer - \$13.4m (p 59)
  - Debt Refunding (p 57)
    - ◇ New bonds - \$19.6m
    - ◇ Retired bonds - \$19.9m
    - ◇ Debt service reduction - \$2.0m
    - ◇ Economic gain - \$1.8m

# Significant Footnotes

- Note 12 – OPEB (p 61-64)
  - 8<sup>th</sup> year of OPEB accrual
  - UAAL at 06/30/15 - \$701.5m (p 62)
    - ◇ 0.3% funded with assets of \$2.1m
    - ◇ Increase from \$554m in prior year, primarily due to increases in medical cost trends
  - Per table on page 62:
    - ◇ Annual OPEB Cost - \$48.1m
    - ◇ City Contributions - \$18.3m
    - ◇ Increase in Liability - \$29.8m
    - ◇ Net OPEB Obligation at 06/30/15 – \$232.4m

# Significant Footnotes

- Note 14 – Fund Balances (p 66)
  - Provides detail of fund balances reported in Governmental Funds
- Note 15 - Stabilization Funds (p 67)
  - Describes establishment and use of funds
  - Capital stabilization totals \$1.6m
  - Rainy-Day stabilization totals \$17.3m



# Significant Footnotes

- Note 17 – Pension (p 67-71)
  - 1<sup>st</sup> year of implementation of GASB 67 and 68
  - The following is a summary of GASB 67 impact for the Retirement System as a whole:
    - ◇ Total Pension Liability - \$595.6m (p 68)
    - ◇ System's Net Position - \$293.9m (p 68)
    - ◇ Net Pension Liability - \$301.7m (p 68)
    - ◇ Net Position as % of the Net Pension Liability – 49.35% (p 68)
    - ◇ Net Pension Liability “Sensitivity” Analysis (p 71):
      - -1% (6.35%) - \$366.7m
      - +1% (8.35%) - \$246.8m

# Significant Footnotes

- The following is a summary of GASB 68 impact on the City:
  - Liability - \$298.7m (p 69)
    - ◇ Proportionate Share – 99.03% (City share of employer contributions) – p 69
  - Deferred Outflows - \$22.7m (p 69)
    - ◇ Expected vs. actual experience - \$1.9m
    - ◇ Change of assumptions - \$20.5m
    - ◇ Expected vs. actual investment income - \$335k
  - Sensitivity of City share of liability using +1%/-1% discount rate (p 71):
    - ◇ -1% (6.35%) - \$363.1m
    - ◇ +1% (8.35%) - \$244.4m

# GASB 68 – Separate Report

- Per AICPA guidance, we will be issuing a separate report related to GASB 68 to the Retirement Board
- The report will not contain any information related to the City that is not already in the CAFR
- The purpose of the report is to show the allocation of pension balances between the City and Newton Housing Authority

# Significant Footnotes

- Note 18 – MTRS (p 72-74)
  - Expanded disclosures with implementation of GASB 68
  - State is responsible for all employer contributions and benefit payments related to MTRS
  - City does not have a pension liability related to MTRS
  - State's liability *associated with* the City - \$260.2m (p 72)
  - Off-setting revenue and expense recorded for City's share of State support to the MTRS - \$18.1m (p 72)
  - State used June 30, 2014 as measurement date (acceptable per GASB 68)

# Significant Footnotes

- Note 22 – Change in Accounting Principle (p 75)
  - Summarizes adjustments for beginning balances in net pension liability (GASB 68)
    - ◇ Governmental Activities - \$259.7m
    - ◇ Business-Type Activities - \$8.4m
    - ◇ Sewer Enterprise - \$3.9m
    - ◇ Water Enterprise - \$4.5m

# Required Supplementary Information

- Pages 76-81
  - Pension Schedules
    - ◇ Changes in net pension liability (System)
    - ◇ Employer contributions (System)
    - ◇ Investment returns (System)
    - ◇ City share of net pension liability (System)
    - ◇ City contributions (System)
    - ◇ City share of net pension liability (MTRS)
    - ◇ City contributions (MTRS)
  - OPEB Schedule
    - ◇ Funding progress

# Report on IC over FR, Compliance and Federal Award Programs

- Document structure
  - Report on internal control (IC) over financial reporting (FR), compliance and other matters (p 1-2)
    - ◇ Required by Government Auditing Standards
    - ◇ No opinion provided
    - ◇ Must report the following:
      - Any significant deficiencies or material weaknesses in internal control over financial reporting
      - Material noncompliance related to laws, regulations, contracts and grant agreements

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

- Document structure (continued)
  - Report on Compliance, IC and Expenditures - Federal Award Programs (p 3-6)
    - ◇ Provides an opinion on compliance related to major federal award programs
    - ◇ Reports on any significant deficiencies or material weaknesses in internal control over major federal award program compliance
    - ◇ Provides “in relation to” opinion on schedule of expenditures
  - Schedule of Expenditures of Federal Awards (p 7-9)
  - Notes to Schedule (p 10)
  - Schedule of Findings and Questioned Costs (p 11-18)



FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

- Major Programs (p 11)
  - CDBG
  - Emergency Solutions Grant (ESG)
  - HOME
  - Title I
  - Special Education (SPED)
  - Public Assistance (FEMA)
- Emergency Solutions chosen as a replacement for School Lunch since School Lunch deemed low risk for lack of findings in prior audits

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

- Results
  - No financial reporting findings
  - Prior year federal grant finding resolved (p 18)
  - Seven (7) findings on federal grants
  - Modified opinion for Emergency Solutions Grant (p 4)
  - Unmodified opinion on other federal award programs (p 4)
  - Total federal award expenditures - \$10.9m (p 9)

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-001 - CDBG (Page 12)

- ◇ Federal regulations require certain documentation to support salary and wage charges to grant programs
- ◇ No timesheet provided for one (1) pay period of one (1) of 11 employees tested
- ◇ Questioned Cost: \$1,040

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-002 - ESG (Page 13)

- ◇ SF-425 quarterly financial reports must be filed within 30 days of quarter-end
- ◇ None of the quarterly reports were filed for FY 15
- ◇ Staff was unaware of the requirement to include the ESG grant in its SF-425 reporting

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-003 - ESG (Page 13)

- ◇ Federal regulations require monitoring of sub-recipients and to document monitoring activities
- ◇ No documentation of monitoring for two (2) sub-recipients tested
- ◇ Questioned Cost: \$38,645

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-004 - HOME (Page 14)

- ◇ Federal regulations require re-certifications of income eligibility for projects with affordable housing restrictions
- ◇ No re-certifications were performed in FY 15

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-005 - HOME (Page 15)

- ◇ Federal regulations require on-site inspections of rental housing with tenants receiving HOME-assisted rent to ensure housing quality standards are met
- ◇ No inspections performed in FY 15

FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-006 - SPED (Page 16)

- ◇ Individual Education Plans (IEP) are maintained for students receiving special education services
- ◇ IEP's are signed by parents and a City official
- ◇ Three (3) of 40 IEP's tested did not contain City official signature



FOR FINANCIAL AUDIT ADVISORY COMMITTEE MEETING ONLY

# Report on IC over FR, Compliance and Federal Award Programs

## – Finding 2015-007 - FEMA (Page 17)

- ◇ Wages charged to grant must pertain to hours worked during the specified emergency storm period
- ◇ One (1) of 40 employees tested included hours outside of the emergency storm period
- ◇ Questioned Cost: \$175

## Management Letter

- Does not identify the strengths of the financial systems
- Summary
  - Three (3) of seven (7) prior comments resolved
  - Two (2) of seven (7) prior comments partially resolved
  - Two (2) of seven (7) prior comments unresolved
  - Two (2) new comments (includes updated priorities related to policies and procedures)

# Management Letter

- Prior Year Comments – Resolved (page 2)
  - Inspectional Services Department (ISD)
    - ◇ Policies and procedures document prepared
    - ◇ Reconciliations documented, signed and filed
    - ◇ Turnover forms tested did not contain revisions
  - Bigelow Middle School Student Activity Funds
    - ◇ Standard turnover form implemented
    - ◇ Improved lag time on deposits
  - Information Technology
    - ◇ Third-party testing performed and report issued

# Management Letter

- Prior Year Comments – Partially Resolved (pages 4-5)
  - Risk Assessment and Monitoring (page 4)
    - ◇ Risk Assessment Sub Committee meetings
    - ◇ Recommend formal documentation in policies and procedures
  - Financial Policies and Procedures (page 5)
    - ◇ Policies developed for general administration of grants at Comptroller's Office-level
    - ◇ Personnel identified as target for FY 15 – not developed
    - ◇ New areas of priority:
      - DPD state and federal grant compliance
      - Fraud protection/cybersecurity over banking transactions

# Management Letter

- Prior Year Comments – Unresolved (pages 7-8)
  - Police Details (page 7)
    - ◇ Billing and collection system not integrated with the G/L
  - Investment Policies for Trust Funds (page 8)
    - ◇ No new policies developed in FY 15

# Management Letter

- Water/Sewer/Stormwater Payroll (page 10)
  - No *specific/unique* payroll policies and procedures
  - “Daily Reports” represent schedule/assignments at the start of the day
    - ◇ Does not reflect “after-the-fact” distribution of time
  - Data input clerical errors in spreadsheets used to prepare allocation adjustments amongst water/sewer/stormwater
    - ◇ Did not affect employee payments or total expenses

## **RECOMMENDATIONS**

- Develop/implement specific payroll policies and procedures
- Consider cost/benefit of procedures for “after-the-fact” documentation of time and effort
- Strengthen procedures related to reports used for G/L adjustments

**COMPTROLLER'S OFFICE  
CITY OF NEWTON, MASSACHUSETTS**  
[dwilkinson@newtonma.gov](mailto:dwilkinson@newtonma.gov)  
**(617) 796-1305**

March 15, 2016

TO: Finance Committee

FROM: David Wilkinson

**SUBJECT: General Fund Appropriation Turn-backs**

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During Monday evening's Finance Committee discussion of the audited financial statements for the fiscal year ended June 30, 2015, the Committee requested information on the nature of unexpended and unencumbered appropriation balances that were closed to free cash.

Pages 11 -15 of the City's Budgetary Basis Annual Financial Report provides detailed appropriation turn-back information by department and by appropriation unit within each department. A copy of this schedule is attached for your review.

The following is a summary of General Fund appropriation turn-back totals for 2015 and each of the previous five years.

<u>Fiscal Year</u>	<u>Appropriation Turn-back</u>	<u>Total Budget</u>	<u>Turn-back as % Total Budget</u>
2015	2,228,452	359,647,548	0.6%
2014	1,866,113	343,578,792	0.5%
2013	1,864,269	325,063,540	0.6%
2012	1,944,287	311,481,901	0.6%
2011	1,627,809	305,618,508	0.5%
2010	1,495,640	298,047,319	0.5%

CITY OF NEWTON, MASSACHUSETTS  
GENERAL FUND  
**SCHEDULE OF EXPENDITURES AND TRANSFERS - LEGAL LEVEL OF CONTROL**  
Fiscal Year ended June 30, 2015

	Continued Appropriations	FY 2015 Original Budget	FY 2015 Budget Revisions	Total Revised FY 2015 Budget	Expenditures and Transfers	Encumbered/ Continued	Closed to Fund Balance	% Unobligated
<b>City Clerk/Clerk of the Board</b>								
Personal Services	\$ -	\$ 1,187,631	\$ -	\$ 1,187,631	\$ 1,162,781	\$ -	\$ 24,850	2.1%
Expenses	15,443	140,448	10,000	165,891	140,609	9,935	15,347	9.3%
Capital Outlay	-	5,000	-	5,000	4,882	-	118	2.4%
Fringe Benefits	-	270,053	8,865	278,918	273,897	-	5,021	1.8%
Total City Clerk/Clerk of the Board	15,443	1,603,132	18,865	1,637,440	1,582,169	9,935	45,336	2.8%
<b>Executive</b>								
Personal Services	-	819,088	-	819,088	797,175	-	21,913	2.7%
Expenses	-	49,595	-	49,595	49,559	-	36	0.1%
Fringe Benefits	-	124,946	-	124,946	115,613	-	9,333	7.5%
Total Mayor	-	993,629	-	993,629	962,347	-	31,282	3.1%
<b>Comptroller/Property Insurance/Audit</b>								
Personal Services	-	434,689	2,500	437,189	424,893	-	12,296	2.8%
Expenses	41,533	555,600	-	597,133	527,435	69,597	101	0.0%
Fringe Benefits	-	77,425	-	77,425	76,826	-	599	0.8%
Total Comptroller/Prop. Insurance	41,533	1,067,714	2,500	1,111,747	1,029,154	69,597	12,996	1.2%
<b>Purchasing/General Services</b>								
Personal Services	-	337,973	3,000	340,973	338,166	-	2,807	0.8%
Expenses	568	54,542	-	55,110	30,040	28	25,042	45.4%
Fringe Benefits	-	61,987	5,864	67,851	67,642	-	209	0.3%
Total Purchasing/General Services	568	454,502	8,864	463,934	435,848	28	28,058	6.0%
<b>Assessing Department</b>								
Personal Services	-	1,071,131	(10,000)	1,061,131	1,061,131	-	-	0.0%
Expenses	-	47,825	-	47,825	46,723	-	1,102	2.3%
Capital Outlay	-	-	10,000	10,000	-	10,000	-	0.0%
Fringe Benefits	-	128,643	-	128,643	117,797	-	10,846	8.4%
Total Assessing	-	1,247,599	-	1,247,599	1,225,651	10,000	11,948	1.0%
<b>Treasury &amp; Collection Department</b>								
Personal Services	-	662,283	-	662,283	638,122	-	24,161	3.6%
Expenses	4,450	450,070	195,876	650,396	563,569	4,525	82,302	12.7%
Fringe Benefits	-	114,813	-	114,813	99,977	-	14,836	12.9%
Total Treasury & Collections	4,450	1,227,166	195,876	1,427,492	1,301,668	4,525	121,299	8.5%



CITY OF NEWTON, MASSACHUSETTS  
GENERAL FUND  
**SCHEDULE OF EXPENDITURES AND TRANSFERS - LEGAL LEVEL OF CONTROL**  
Fiscal Year ended June 30, 2015

	Continued Appropriations	FY 2015 Original Budget	FY 2015 Budget Revisions	Total Revised FY 2015 Budget	Expenditures and Transfers	Encumbered/ Continued	Closed to Fund Balance	% Unobligated
<b>City Solicitor/Judgments &amp; Settlements</b>								
Personal Services	-	1,068,808	-	1,068,808	979,139	-	89,669	8.4%
Expenses	7,500	216,477	10,000	233,977	222,027	2,727	9,223	3.9%
Fringe Benefits	-	135,327	-	135,327	110,108	-	25,219	18.6%
Total City Solicitor/Settlements	7,500	1,420,612	10,000	1,438,112	1,311,274	2,727	124,111	8.6%
<b>Human Resources Department</b>								
Personal Services	-	520,233	70,000	590,233	533,935	-	56,298	9.5%
Expenses	-	165,972	-	165,972	130,148	16,859	18,965	11.4%
Fringe Benefits	-	209,676	29,549	239,225	237,573	-	1,652	0.7%
Total Human Resources	-	895,881	99,549	995,430	901,656	16,859	76,915	7.7%
<b>Information Technology Department</b>								
Personal Services	-	780,212	-	780,212	737,101	-	43,111	5.5%
Expenses	6,686	232,610	-	239,296	231,574	4,630	3,092	1.3%
Capital Outlay	11,328	200,000	-	211,328	181,670	29,019	639	0.3%
Fringe Benefits	-	122,690	1,151	123,841	122,917	-	924	0.7%
Total Information Technology	18,014	1,335,512	1,151	1,354,677	1,273,262	33,649	47,766	3.5%
<b>Financial Information Systems</b>								
Personal Services	-	380,114	-	380,114	315,078	-	65,036	17.1%
Expenses	-	205,263	-	205,263	198,333	4,630	2,300	1.1%
Fringe Benefits	-	50,354	-	50,354	42,611	-	7,743	15.4%
Total Financial Information Systems	-	635,731	-	635,731	556,022	4,630	75,079	11.8%
<b>Planning &amp; Development Department</b>								
Personal Services	-	1,101,067	(210,000)	891,067	866,227	-	24,840	2.8%
Expenses	146,561	123,393	210,000	479,954	102,794	375,036	2,124	0.4%
Capital Outlay	25,000	48,597	-	73,597	111	73,486	-	0.0%
Fringe Benefits	-	182,545	-	182,545	139,372	-	43,173	23.7%
Total Planning & Development	171,561	1,455,602	-	1,627,163	1,108,504	448,522	70,137	4.3%
<b>Public Building Department</b>								
Personal Services	-	2,325,872	(105,000)	2,220,872	2,202,659	-	18,213	0.8%
Expenses	94,306	1,214,057	216,550	1,524,913	1,487,936	36,977	-	0.0%
Capital Outlay	912	77,375	-	78,287	28,744	47,322	2,221	2.8%
Fringe Benefits	-	433,422	(4,345)	429,077	366,425	-	62,652	14.6%
Total Public Buildings	95,218	4,050,726	107,205	4,253,149	4,085,764	84,299	83,086	2.0%

CITY OF NEWTON, MASSACHUSETTS  
GENERAL FUND  
**SCHEDULE OF EXPENDITURES AND TRANSFERS - LEGAL LEVEL OF CONTROL**  
Fiscal Year ended June 30, 2015

	Continued Appropriations	FY 2015 Original Budget	FY 2015 Budget Revisions	Total Revised FY 2015 Budget	Expenditures and Transfers	Encumbered/ Continued	Closed to Fund Balance	% Unobligated
<b>GENERAL GOVERNMENT TOTAL</b>	<b>354,287</b>	<b>16,387,806</b>	<b>444,010</b>	<b>17,186,103</b>	<b>15,773,319</b>	<b>684,771</b>	<b>728,013</b>	<b>4.2%</b>
<b>Police Department</b>								
Personal Services	-	15,631,382	50,000	15,681,382	15,552,611	-	128,771	0.8%
Expenses	-	1,016,471	-	1,016,471	996,480	-	19,991	2.0%
Capital Outlay	-	458,000	-	458,000	457,677	-	323	0.1%
Fringe Benefits	-	2,325,358	5,000	2,330,358	2,294,396	-	35,962	1.5%
Total Police	-	19,431,211	55,000	19,486,211	19,301,164	-	185,047	0.9%
<b>Fire Department</b>								
Personal Services	-	15,257,149	-	15,257,149	15,134,732	-	122,417	0.8%
Expenses	26,279	877,849	-	904,128	786,503	42,047	75,578	8.4%
Capital Outlay	136,899	168,000	-	304,899	222,571	82,328	-	0.0%
Fringe Benefits	-	2,343,688	-	2,343,688	2,288,825	-	54,863	2.3%
Total Fire	163,178	18,646,686	-	18,809,864	18,432,631	124,375	252,858	1.3%
<b>Inspectional Services Department</b>								
Personal Services	-	1,042,055	26,000	1,068,055	1,006,435	-	61,620	5.8%
Expenses	1,255	60,074	11,230	72,559	51,490	17,711	3,358	4.6%
Fringe Benefits	-	182,979	8,449	191,428	183,942	-	7,486	3.9%
Total Inspectional Services	1,255	1,285,108	45,679	1,332,042	1,241,867	17,711	72,464	5.4%
<b>PUBLIC SAFETY TOTAL</b>	<b>164,433</b>	<b>39,363,005</b>	<b>100,679</b>	<b>39,628,117</b>	<b>38,975,662</b>	<b>142,086</b>	<b>510,369</b>	<b>1.3%</b>
<b>Public Works Department</b>								
Personal Services	-	8,117,390	1,050,000	9,167,390	9,095,109	-	72,281	0.8%
Expenses	477,807	10,923,953	4,845,000	16,246,760	15,781,035	457,018	8,707	0.1%
Capital Outlay	75,792	181,000	325,000	581,792	427,285	154,507	-	0.0%
Fringe Benefits	-	1,753,546	(35,443)	1,718,103	1,547,219	-	170,884	9.9%
Total Public Works	553,599	20,975,889	6,184,557	27,714,045	26,850,648	611,525	251,872	0.9%
<b>PUBLIC WORKS</b>	<b>553,599</b>	<b>20,975,889</b>	<b>6,184,557</b>	<b>27,714,045</b>	<b>26,850,648</b>	<b>611,525</b>	<b>251,872</b>	<b>0.9%</b>
<b>Health &amp; Human Services Department</b>								
Personal Services	-	2,479,905	-	2,479,905	2,347,875	-	132,030	5.3%
Expenses	-	380,567	-	380,567	352,903	-	27,664	7.3%
Fringe Benefits	-	421,521	-	421,521	399,262	-	22,259	5.3%
Total Public Health	-	3,281,993	-	3,281,993	3,100,040	-	181,953	5.5%

CITY OF NEWTON, MASSACHUSETTS  
GENERAL FUND  
**SCHEDULE OF EXPENDITURES AND TRANSFERS - LEGAL LEVEL OF CONTROL**  
Fiscal Year ended June 30, 2015

	Continued Appropriations	FY 2015 Original Budget	FY 2015 Budget Revisions	Total Revised FY 2015 Budget	Expenditures and Transfers	Encumbered/ Continued	Closed to Fund Balance	% Unobligated
<b>Senior Services Department</b>								
Personal Services	-	260,824	-	260,824	253,502	-	7,322	2.8%
Expenses	-	280,163	-	280,163	264,348	-	15,815	5.6%
Fringe Benefits	-	53,411	-	53,411	44,458	-	8,953	16.8%
Total Human Services	-	594,398	-	594,398	562,308	-	32,090	5.4%
<b>Veteran Services Department</b>								
Personal Services	-	90,990	(63,000)	27,990	24,371	-	3,619	12.9%
Expenses	-	231,135	35,000	266,135	266,133	-	2	0.0%
Fringe Benefits	-	18,154	-	18,154	346	-	17,808	98.1%
Total Veteran Services	-	340,279	(28,000)	312,279	290,850	-	21,429	6.9%
<b>HEALTH &amp; HUMAN SERVICES TOTAL</b>								
	-	4,216,670	(28,000)	4,188,670	3,953,198	-	235,472	5.6%
<b>Newton Public Library</b>								
Personal Services	-	3,580,937	50,000	3,630,937	3,581,406	-	49,531	1.4%
Expenses	9	1,043,669	-	1,043,678	1,037,523	4,295	1,860	0.2%
Capital Outlay	-	6,000	-	6,000	5,590	409	1	0.0%
Fringe Benefits	-	596,129	10,459	606,588	605,064	-	1,524	0.3%
Total Newton Public Library	9	5,226,735	60,459	5,287,203	5,229,583	4,704	52,916	1.0%
<b>Parks &amp; Recreation Department</b>								
Personal Services	-	2,286,858	10,000	2,296,858	2,287,415	-	9,443	0.4%
Expenses	-	1,569,768	59,032	1,628,800	1,595,385	9,919	23,496	1.4%
Capital Outlay	-	60,000	-	60,000	48,925	-	11,075	18.5%
Fringe Benefits	-	371,242	-	371,242	353,697	-	17,545	4.7%
Total Parks & Recreation	-	4,287,868	69,032	4,356,900	4,285,422	9,919	61,559	1.4%
<b>Newton History Museum</b>								
Personal Services	-	220,852	1,000	221,852	216,683	-	5,169	2.3%
Expenses	326	21,396	-	21,722	21,237	484	1	0.0%
Fringe Benefits	-	25,878	-	25,878	20,365	-	5,513	21.3%
Total Newton History Museum	326	268,126	1,000	269,452	258,285	484	10,683	4.0%
<b>CULTURE &amp; RECREATION TOTAL</b>								
	335	9,782,729	130,491	9,913,555	9,773,290	15,107	125,158	1.3%

CITY OF NEWTON, MASSACHUSETTS  
GENERAL FUND  
**SCHEDULE OF EXPENDITURES AND TRANSFERS - LEGAL LEVEL OF CONTROL**  
Fiscal Year ended June 30, 2015

	Continued Appropriations	FY 2015 Original Budget	FY 2015 Budget Revisions	Total Revised FY 2015 Budget	Expenditures and Transfers	Encumbered/ Continued	Closed to Fund Balance	% Unobligated
<b>DEBT &amp; INTEREST</b>								
Debt Service	-	17,493,096	-	17,493,096	17,488,086	-	5,010	0.0%
Total Debt & Interest	-	17,493,096	-	17,493,096	17,488,086	-	5,010	0.0%
<b>RETIREMENT</b>								
Personal Services	-	208,117	-	208,117	208,117	-	-	0.0%
Expenses	-	76,505	-	76,505	76,505	-	-	0.0%
Fringe Benefits	-	29,254,990	(29,549)	29,225,441	28,914,887	-	310,554	1.1%
Total Retirement	-	29,539,612	(29,549)	29,510,063	29,199,509	-	310,554	1.1%
<b>APPROPRIATED RESERVES</b>								
Reserve Fund (Contractual/Staffing)	-	150,000	(135,000)	15,000	-	-	15,000	0.0%
Reserve Fund (Budget Reserve)	-	500,000	(500,000)	-	-	-	-	0.0%
Reserve Fund (Snow & Ice)	-	2,000,000	(2,000,000)	-	-	-	-	0.0%
Total Budgetary Reserves	-	2,650,000	(2,635,000)	15,000	-	-	15,000	0.6%
<b>NEWTON PUBLIC SCHOOLS</b>	1,410,011	195,129,819	(555,384)	195,984,446	195,367,137	616,367	942	0.0%
<b>STATE &amp; COUNTY ASSESSMENTS</b>	-	5,869,938	51,158	5,921,096	5,875,034	-	46,062	0.8%
<b>SPECIAL APPROPRIATIONS</b>	2,652,800	150,000	1,011,382	3,814,182	1,338,962	2,475,220	-	0.0%
<b>TOTAL EXPENDITURE BUDGETS</b>	5,135,465	341,558,564	4,674,344	351,368,373	344,594,845	4,545,076	2,228,452	0.6%
<b>TRANSFERS TO OTHER FUNDS:</b>								
Workers Comp Self Insurance Fund - Muni	-	1,200,000	-	1,200,000	1,200,000	-	-	0.0%
Workers Comp Self Insurance Fund - School	-	-	350,000	350,000	350,000	-	-	0.0%
Rainy Day Stabilization Fund	-	-	3,236,420	3,236,420	3,236,420	-	-	0.0%
School Athletic Revolving Fund - School	-	-	906,729	906,729	906,729	-	-	0.0%
Angier Capital Project Fund	-	-	98,964	98,964	98,964	-	-	0.0%
Capital Stabilization Fund	-	2,460,000	27,062	2,487,062	2,487,062	-	-	0.0%
Total Transfers to Other Funds	-	3,660,000	4,619,175	8,279,175	8,279,175	-	-	0.0%
<b>TOTAL: GENERAL FUND</b>	<b>\$ 5,135,465</b>	<b>\$ 345,218,564</b>	<b>\$ 9,293,519</b>	<b>\$ 359,647,548</b>	<b>\$ 352,874,020</b>	<b>\$ 4,545,076</b>	<b>\$ 2,228,452</b>	<b>0.6%</b>

CITY OF NEWTON

IN CITY COUNCIL

, 2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, the authorization to expend a grant by National Grid up to the amount of fifty four thousand four hundred sixty one dollars and twenty-seven cents (54,461.27) to be used for strengthening energy management programs in municipal buildings and schools and to help fund a climate change vulnerability assessment; be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, authorization to settle a claim and the sum eight thousand two hundred four dollars (\$8,204) be and is hereby appropriated from Free Cash to the Law Department's Judgments and Settlements Account for the purpose of settling a claim that arose as a result of damage from a city vehicle to a fence, be and is hereby approved as follows:

FROM: Free Cash  
(01-3497)..... \$8,204

TO: Claims & Settlements  
(0110893-5725)..... \$8,204

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#85-16

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

March 14, 2016

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council amend Docket Item # 85-16 to read as follows:

"a request to authorize the settlement of a claim in the amount of \$130,608.75 and to authorization the appropriation of \$130,608.75 from June 30, 2015 Free Cash to Acct # 0110893-5725 Law Department Judgments and Settlements to fund the attached reinstatement order."

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

RECEIVED  
Newton City Hall  
2016 MAR 15 AM 5:19  
David A. Clark, Clerk  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, authorization to settle a claim and the on hundred thirty thousand nine hundred dollars and eighty cents (\$130,900.80) be and is hereby appropriated from Free Cash to the Law Department's Judgments and Settlements Account for the purpose of settling a employee reinstatement order, be and is hereby approved as follows:

FROM:	Free Cash (01-3497).....	\$130,900.80
TO:	Claims & Settlements (0110893-5725).....	\$130,900.80

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date\_\_\_\_\_



CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the sum of twenty thousand nine hundred dollars (\$20,900) to be appropriated from the Special Permit Mitigation Fund established with contributions from Marriot Hotel be and is hereby appropriated, granted, and expenditure authorized under the direction of the Commissioner of Parks and Recreation:

FROM:	Mitigation Receipts Reserved (14R60214-5901) .....\$20,900
TO:	Commonwealth Ave Beautification (C602098-52409) .....\$20,900

Under Suspension of Rules  
Readings Waived and Item Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date\_\_\_\_\_

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Programs & Services Committee and the Finance Committees through their respective Chairmen John Rice and Leonard J. Gentile, the transfer of the sum of two hundred twenty-three eight hundred sixty-five dollars (\$223,865) from the Budget Reserve - Snow/Ice Removal to the Parks and Recreation Department is hereby approved as follows:

FROM:	Budget Reserve – Snow & Ice (0110498-5794).....	\$223,865
TO:	Regular Overtime (01602011-513001) .....	\$28,280
	Expenses (01602011-5243).....	\$195,585

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_

# Fire Headquarters & Station #3 Project

Timeline of Scope and Budget



Finance Committee Meeting  
March 14, 2016

## Study Recommendations:

- Demolish both S#3 and HQ
- New construction; combined HQ and S#3
- Smaller, multi-purpose EOC and back-up dispatch
- New construction cost using \$290/SF
- Escalation to start of construction in Spring 2013
- Program total SF of 25,769 SF
- Total Project Budget estimated at \$14M

# Headquarters & Fire Station #3

Feasibility through Site Plan Approval Funding Request



Department of Public Buildings  
City of Newton

November 13, 2013

# Program Requirements

- Apparatus Bays Front Center St. (Minimum 5 Bays)
- 5 Drive Through Bay Arrangement
- Headquarters building kept (no demo, relocation ok)- New
- Minimize Station Downtime & impact to the Public Emergency Alarm Reporting System
- Swing Space for essential systems- New
- Can utilize a portion of the MWRA property if necessary-New
- Redevelopment can extend to property lines- New

# Building Elements

- Chiefs office
- Administrative and other staff offices
- Payroll
- Fire Prevention
- Back up Dispatch Center
- Public Emergency Alarm Reporting System
  - Alarm Transmitting Equipment (city & private)
  - Radio Systems (local & Metrofire)
  - Fire Station Alert System
- EOC
- IT
- Signaling Equipment
- Monitoring Systems
- Emergency Communication Center

# Recommended Options- *Proposed Site Plans*

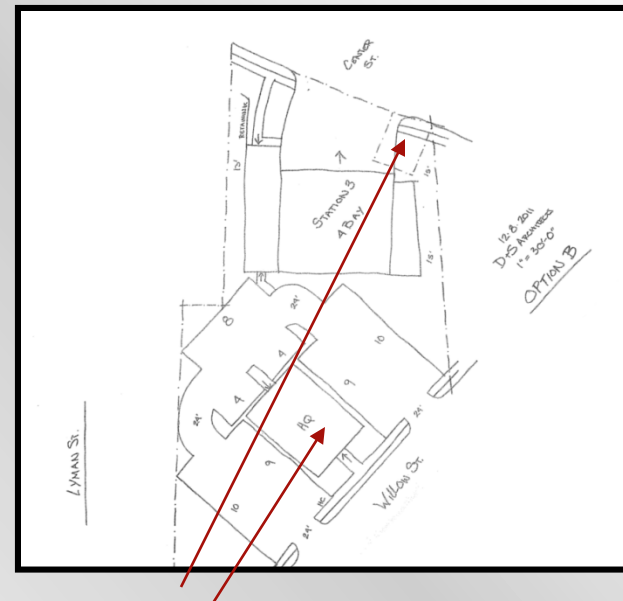
Option 1



Option 2



Option 3



All options required relocation of existing HQ building and/or drive over Verizon vault. Option 2 and 3 do not have five drive thru bays



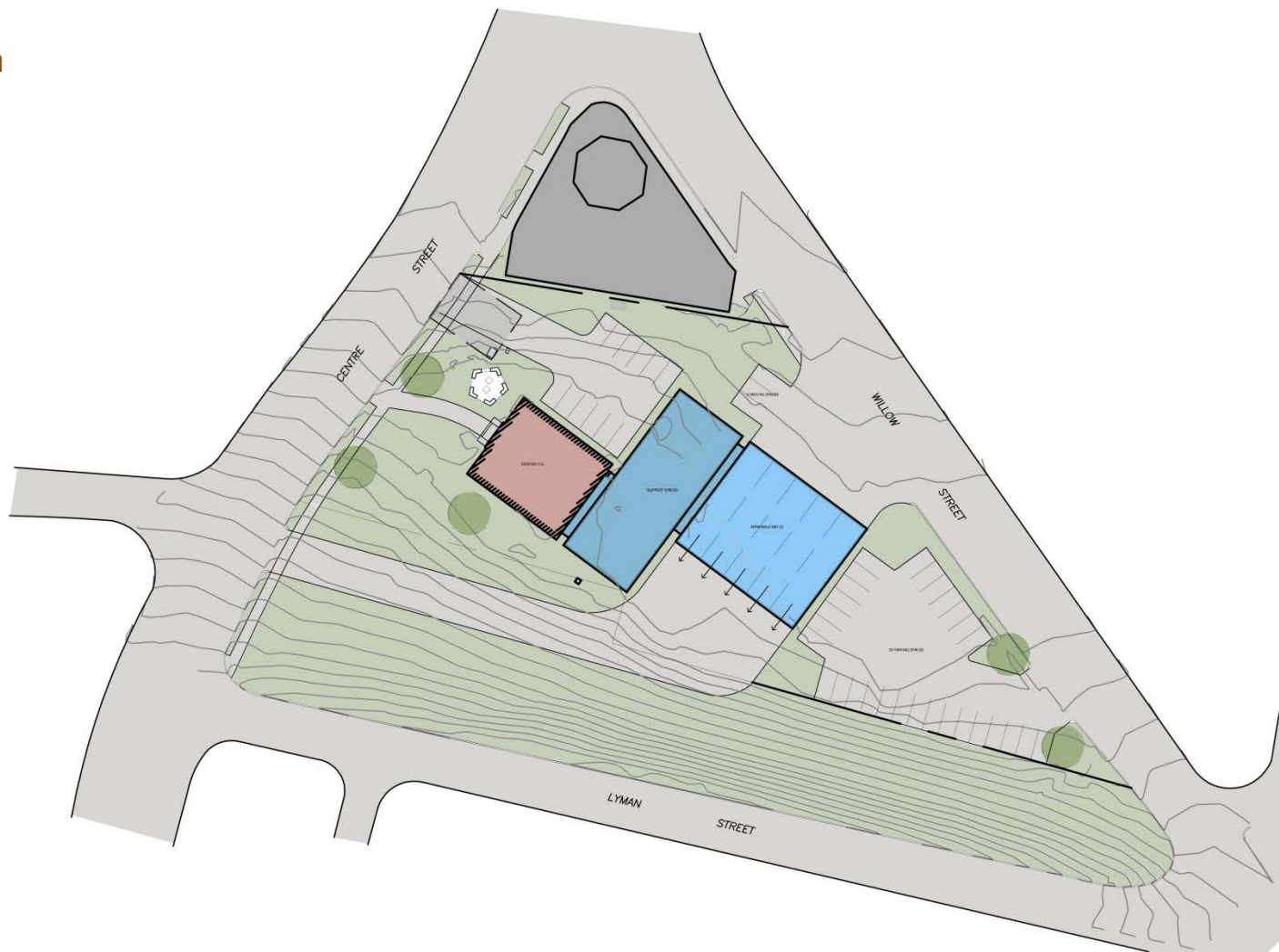
## Study Recommendations and Findings:

- Maintain HQ location and avoid Verizon vault.
- Chose site plan Option 7
- 5 drive-thru bays exiting onto Centre Street.
- Site premium for driveway; retaining wall and signalization at dedicated intersection
- Dedicated 40 seat EOC with dedicated bunking and bathrooms; back-up dispatch; City IT room located in “Connector” building.
- Program total SF was 32,596.
- Conceptual total project budget was \$19-21M using \$450/SF for new construction costs.

## Preferred Site Option

Preferred Option #7

Site Plan



Square Footage Matrix		1/26/12 Study Existing SF	1/26/12 Study Program SF	Current Program SF	Current Plans SF	Notes
Station 3	Public Space		145	337	-	Current Station #3 Lobby is included in Circulation SF
	Apparatus Bays		7,104	7,513	6,113	Current plans have 5 bays
	Firematic Support + Training Mezzanine		-	961	786	Included as part of the Circulation in the Prior Study
	Apparatus Support		1,601	2,117	2,265	
	Fire + EMT Living Quarters		4,336	4,013	3,926	
	Report Writing		-	180	119	Not required in Prior Study, size reduced in current plans
	Police Office		-	150	-	Not required in Prior Study, eliminated from plans
	Building Services		628	600	594	
	Net Areas		13,814	15,871	13,803	
	Walls, Chases & Circulation		4,835	3,051	4,539	
<b>Gross Area of Station 3</b>		<b>15,000</b>	<b>18,649</b>	<b>18,922</b>	<b>18,342</b>	Approximately the same SF as in feasibility study
Communications + HQ	HQ					
	Public Space		290	880	838	Current plans acknowledge large existing public stair hall, add 550SF
	Museum / Public Gallery		-	464	-	Not required in Prior Study, shared with Admin Conference Room in Current Plans
	Administration		1,149	2,033	2,493	Current program shares larger Break Room and Conference Room with EOC
	Fire Prevention + IT &Comm		1,530	1,347	925	Current plans reuse existing spaces
	Building Services		926	2,145	733	Current plans share Building Services with Station #3
	Subtotal		3,895	6,869	4,989	Approximately 1,100SF more than Feasibility Study due to ex. Stair hall and EOC break room
	Comm.					
	IT & Comm. / Support Functions		648	778	586	
	Backup Dispatch		484	908	906	Prior Backup Dispatch is not Consistent with Currently Stated Needs
	EOC & Related Spaces		450	1,608	1,118	EOC was shared with Admin Conference Room in Prior Study. Current Program includes separate 40 person EOC with shared bunking and two dedicated bathrooms.
	Subtotal		1,582	3,294	2,610	Approximately 1,000SF more than Feasibility Study due to larger EOC + Dispatch
	Totals					
	Net Areas		5,477	10,163	7,599	
	Walls, Chases & Circulation		1,643	3,511	4,348	Approximately 2,700SF more due to inefficiencies of existing structure & wall thickness plus the added circulation to connect existing HQ to new Station #3
<b>Gross Area of Communications + HQ</b>		<b>7,900</b>	<b>7,120</b>	<b>13,674</b>	<b>11,947</b>	SF delta can be attributed to new program spaces, EOC, Museum, larger Dispatch, Ex. Stair Hall, and walls and circulation
Sum	<b>Gross Area of Headquarters + Station 3 + Communications</b>	<b>22,900</b>	<b>25,769</b>	<b>32,596</b>	<b>30,289</b>	

## Scope and Budget Modifications at SD:

- Program total SF reduced to 30,289. 4,000 SF bigger than prior study.
  - Eliminated Police Report and Museum room
  - Kept 5 drive-thru bays
  - Reduced overall building SF by “shrinking” footprint
- Generator size reduced based upon prior City projects
- Fire Alarm; Security; and A/V infrastructure reduced
- Re-use and move existing comm. equipment and tower
- Total project budget increased to \$18.5M at the end of SD.

# Total Project Budget Overview and Summary:



Budget Category Item	SD Budget 05/13/15	Scope Change	Cost Change Add/Deduct	CD Budget 03/09/16
OPM: Project management	429,213	No major changes	\$ 5,787	435,000
Architect and Engineering	1,806,800	No major changes	\$ 19,040	1,825,840
Owner's Project Admin:	940,000	See breakdown	\$ (598,665)	341,335
Construction Costs	13,675,000	See breakdown	\$ 2,259,000	15,934,000
FF&E and Technology	550,000	See Breakdown	\$ 1,016,417	1,566,417
Contingencies	816,000		\$ (75,000)	741,000
Total Project Budget	18,217,013		\$ 2,626,579	20,843,592
		Project Appropriation		18,500,000
		Project Budget Delta vs. Appropriation		2,343,592

# Total Project Budget Overview and Summary:



<b>Owner's Project Admin:</b>	<b>940,000</b>		<b>\$ (598,665)</b>	<b>341,335</b>
		Moved Temp. Ops to Construction	\$ (460,000)	
		Moved Radio Tower to Construction	\$ (100,000)	
		Moved to Traffic Signalization to Construction	\$ (80,000)	
		Added UST removal costs	\$ 72,000	
		<i>Project Admin. Subtotal</i>	<i>\$ (568,000)</i>	

# Total Project Budget Overview and Summary:



Construction Costs	13,675,000	\$ 2,259,000	15,934,000
		Increased CM Pre-Construction Fee	\$ 23,000
		Increased CM costs (GCs, Requirements, etc..)	\$ 175,000
		Additional Escalation. SD escalation was to Sept. 15	\$ 245,000
		Higher Demolition bid number	\$ 90,000
		Higher Abatement bid number	\$ 75,000
		Increased Site utility cost (drainage; water; sewer; electric)	\$ 200,000
		Increased cost to Radio Tower footing	\$ 55,000
		Removal cost of relic foundation (old S#3) and fill	\$ 100,000
		Add Temporary Operations Scope; Protect HQ Comm. Equip in place.	\$ 500,000
		Add Traffic Signalization Scope	\$ 80,000
		Increased cost to elevator (3 stop vs. 2)	\$ 45,000
		Increased cost to Plymovent system	\$ 70,000
		Increased cost to Emergency generator and supporting infrastructure	\$ 275,000
		Remaining Design Contingency	\$ 310,000
		<i>Construction Cost subtotal</i>	<i>\$ 2,243,000</i>

# Total Project Budget Overview and Summary:



<b>FF&amp;E and Technology</b>	<b>550,000</b>		<b>\$ 1,016,417</b>	<b>1,566,417</b>
		New Communication Tower and Equipment	\$ 516,000	
		Station Alerting System Allowance	\$ 145,000	
		Station communication digitizer	\$ 130,000	
		Building Security Systems: Devices and Install	\$ 75,000	
		Increase to FF&E budget: TBD Dispatch/EOC needs	\$ 150,000	
		<i>FF&amp;E and Technology subtotal</i>	<i>\$ 1,016,000</i>	



# Budget Summary and Analysis:

- **\$1,603,000** of the \$2,243,000 increase in construction cost is due to **higher than estimated CM costs; increased infrastructure related to EOC/Emergency Generator; increased site infrastructure, and higher market rates.** The rest is temporary operations and traffic signalization (costs transferred from Owner's Project Admin costs)
- **\$1,016,417** costs were added to "soft costs" for new Fire Department radio and station systems
- Extensive Value Engineering (> \$1.1M) was done to keep the other direct building/trade costs relatively flat. See VE tracking log dated 3/14/16 from CB.
- It was not possible to reduce the direct building/trade costs enough to absorb the added construction and communication equipment costs described previously, without dramatically reducing the program and the size of the building.
- Current square foot construction cost is \$528/SF which is in line with other current public safety projects despite the "hybrid" use and complexities of this building.
- Fire Station #10's construction cost was \$537/SF.

WORKING DRAFT 3/9/16

Total Project Budget			WORKING DRAFT 3/9/16								
Classification Name		Budget Code	5/13/2015	50% DD	100% DD	100% DD Target	100% DD if VE Realized	60% CD 2/23/16	60% CD 3/9/16	60% CD Comparison to 5/13/15	Notes updated 3/9/16
Project Management											
OPM - Design - Feasibility/Schematic	1.01		\$ 95,213	\$ 95,213	\$ 95,213	\$ 95,213	\$ 95,213	\$ 95,213	\$ 95,213	\$ -	Feasibility/Schematic Phase plus Amendments #1 and #2
OPM - Design - DD through Bidding	1.01		\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ -	DD through Bidding; Assumes a design schedule ready for GMP by end of October; GMP development through end of 2015;
OPM - Construction Adminstration	1.02		\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 230,000	\$ 230,000	\$ (10,000)	Early bid – demo/abatement/temp relocation- from December through February; New Construction for 12 months; Reno HQ for 4 months; Final EOC and closeout for 2 months. Fixed typo of \$240k
OPM - CD Peer Review	1.03									\$ -	
OPM - Cost Estimates	1.04		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	Assumes two (2) estimates. 100% DD and 60% CD
OPM - Closeout	1.05			\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
OPM - Reimburseables	1.06		\$ 5,000	\$ 5,665	\$ 12,000	\$ 12,000	\$ 12,000	\$ 11,165	\$ 11,165	\$ 6,165	Compass Amendments #3 and #4
PM ST			\$ 429,213	\$ 439,878	\$ 446,213	\$ 446,213	\$ 446,213	\$ 435,378	\$ 435,378	\$ 6,165	
Architect & Engineers Feasibility and 5-58 Site Plan Approval											
A&E Feasibility Study & Programming	2.01		\$ 82,100	\$ 85,400	\$ 85,400	\$ 85,400	\$ 85,400	\$ 85,400	\$ 85,400	\$ 3,300	Base Contract plus Amendment #2 and #3
A&E PRE-DESIGN ST			\$ 82,100	\$ 85,400	\$ 85,400	\$ 85,400	\$ 85,400	\$ 85,400	\$ 85,400	\$ 3,300	
Architect & Engineers Basic Services per contract (SD-CA)											
A&E Schematic	2.02		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	Base Contract
A&E - Design Development	2.03		\$ 333,935	\$ 333,935	\$ 333,935	\$ 333,935	\$ 333,935	\$ 333,935	\$ 333,935	\$ -	23.5% of (11% of Est. Construction Cost less SD fee)
A&E Construction Documents	2.04		\$ 504,455	\$ 504,455	\$ 504,455	\$ 504,455	\$ 504,455	\$ 504,455	\$ 504,455	\$ -	35.5% of (11% of Est. Construction Cost less SD fee)
A&E - Contract Award/Bidding/Negotiations	2.06		\$ 163,415	\$ 163,415	\$ 163,415	\$ 163,415	\$ 163,415	\$ 163,415	\$ 163,415	\$ -	11.5% of (11% of Est. Construction Cost less SD fee)
A&E - Construction Administration	2.07		\$ 397,880	\$ 397,880	\$ 397,880	\$ 397,880	\$ 397,880	\$ 397,880	\$ 397,880	\$ -	28% of 11% of (Est. Construction Cost Less SD fee) 18 month construction
A&E - Final Installment	2.08		\$ 21,315	\$ 21,315	\$ 21,315	\$ 21,315	\$ 21,315	\$ 21,315	\$ 21,315	\$ -	1.5% of (11% of Est. Constuction Cost Less SD fee)
A&E - Reimburseables	2.09		\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	Allowance
A&E ST			\$ 1,505,000	\$ 1,505,000	\$ 1,505,000	\$ 1,505,000	\$ 1,505,000	\$ 1,505,000	\$ 1,505,000	\$ -	
Additional fees specific to site and project											
A&E - Design of Radio foundation	2.10		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	Per SSA Amendment #4
A&E - Geo-Tech - MWRA; Site; and CA	2.11		\$ 32,000	\$ 41,000	\$ 49,630	\$ 49,630	\$ 49,360	\$ 49,360	\$ 49,360	\$ 17,360	Per SSA Amendment #4 and #5
A&E - Geo-Tech - Design + building test pits + borings	2.12		\$ 58,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (58,300)	Included in 2.11
A&E - Geo-Tech - Construction Administration	2.13			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Included in 2.11
A&E - Traffic Design and CA	2.14		\$ 59,400	\$ 69,400	\$ 82,100	\$ 82,100	\$ 84,580	\$ 85,080	\$ 85,080	\$ 25,680	Per SSA Amendment #4 and #6.
A&E - FFE Design and Administration	2.15		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	Per SSA Amendment #4
A&E - Specialty Tel/Data/Comm./Security Design	2.16		\$ 10,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 9,000	Per SSA Amendment #4
A&E - Security System Design and CA	2.17			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	no security design included. Add'l Service if req'd
A&E - Permitting	2.18			\$ 12,000	\$ 12,000	\$ 12,000	\$ 17,500	\$ -	\$ -	\$ -	Per SSA Amendment #1 and #7. Carried in 3.06.
A&E - Early Release Package	2.19			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	No early release A&E packages included. Add'l Service if req'd
A&E - Temporary Facilities Design-CA	2.20		\$ 30,000	\$ 12,240	\$ 12,240	\$ 12,240	\$ 12,240	\$ 30,000	\$ 30,000	\$ -	Per SSA Amendment #4. Adjusted back to original amendment value.
A&E - Phased Construction extended CA	2.21			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
A&E - LEED documentation/certification	2.22			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Not Included
A&E - ACM Survey/Abatement Monitoring	2.23			\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	Per SSA Amendment #4
Engineering ST			\$ 219,700	\$ 205,640	\$ 226,970	\$ 226,970	\$ 234,680	\$ 235,440	\$ 235,440	\$ 15,740	
Administration											
Legal Fees	03.01			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Assume City handles all items
Owner's Insurance	03.02		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ (40,000)	Builder's Risk in CM contract
MEP/Envelope Commissioning	03.03		\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	Design and Construction Phases. CPM Amendment #5rev1.
Site Survey	03.04			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Completed during Feasibility. Compass Amendment #1.
Printing	03.05		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ (15,000)	Decreased per 1/29/16 meeting with PBD.
Permits and Approvals	03.06			\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 17,500	\$ 17,500	Per SSA Amendment #1 and #7. Moved to 3.06 from 2.18 to align with SSA invoice/CPM budget status
Reimburseables - Design Phase and Other	03.07									\$ -	
Construction Testing & Inspection	03.08		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 50,000	\$ 50,000	\$ 20,000	Increased per 1/29/16 meeting with PBD. Need to confirm.
Abatement and Monitoring Services	03.09		\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20,000)	Transferred to item 2.23 per SSA Amendment#4
Temp. Operations and Facilities	03.10		\$ 500,000	\$ 204,000	\$ 152,000	\$ -	\$ 25,000	\$ 36,939	\$ 36,939	\$ (463,061)	\$296k carried in Construction Cost at 50% DD. \$348k carried in 100%DD. City needs \$25,000 for HQ relocation to Aquinas, the rest put towards construction. Added Eversource temp. ops bill.
Moving	03.11		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	\$ 10,000	Increased per 1/29/16 meeting with PBD.
Utility Company Fees	03.12		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$10,000 backcharge allowance for utilities.
Other Project Costs	03.13		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	Misc. Unforeseen Costs
Relocate Communications Tower	03.14		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (100,000)	Included in Construction Cost Estimate
Traffic Signalization Work	03.15		\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (80,000)	Included in Construction Cost Estimate
UST removal costs at Station #3								\$ 71,896	\$ 71,896	\$ 71,896	Per 1/29/16 meeting with PBD
Administration ST			\$ 940,000	\$ 444,000	\$ 392,000	\$ 240,000	\$ 265,000	\$ 381,335	\$ 341,335	\$ (598,665)	temp ops and traffic costs in construction. Tower in FFE comm. equip/radio tower cost.
Construction											
CM Pre-construction Service Fee	04.00		\$ 75,000	\$ 75,000	\$ 96,000	\$ 96,000	\$ 96,000	\$ 98,000	\$ 98,000	\$ 23,000	CM contract - Pre-Con fee. Typo of \$96 carried at 100% DD.
Base Construction Estimate	04.01		\$ 13,600,000	\$ 14,743,914	\$ 16,636,799	\$ 14,714,660	\$ 15,685,230	\$ 16,030,052	\$ 15,746,128	\$ 2,146,128	50% DD estimate target with VE
										\$ -	100% DD Estimate as of 12/3/15
										\$ -	100% DD Target Construction Cost
										\$ -	100% DD with VE/Budget Mods as of 12/11/15
										\$ -	60% CD Estimate 2/23/16
										\$ -	60% CD Estimate Recommended Early Release bid pricing; reduced Design Contingency
Construction ST			\$ 13,675,000	\$ 14,818,914	\$ 16,732,799	\$ 14,810,660	\$ 15,781,230	\$ 16,128,052	\$ 15,844,128	\$ 2,169,128	
Furnishing and Equipment and Technology											
Furnishings	05.01		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	Living quarters; kitchen; fitness; offices
Equipment and EOC	05.02		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	EOC and fire support equipment
Telephone and Data	05.03		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	Network; PCs; wireless; servers
Communication Equipment and Radio Tower								\$ 516,417	\$ 516,417	\$ 516,417	Taken out of CM construction costs. Equipment and tower pricings received from All-Comm and Green Mountain
RB Allen - internal Station alerting/radio system									\$ 145,000	\$ 145,000	Quote 2/25/16. CBP reviewing with RBA.
RB Allen - digitizer equipment									\$ 130,000	\$ 130,000	Quote 2/26/16. CBP reviewing with RBA.
Security System Equipment: Cameras; access; aiphone									\$ 75,000	\$ 75,000	Quotes from VisComm and Lan-tel
FF&E/TECH ST			\$ 550,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 1,066,417	\$ 1,416,417	\$ 866,417	
Project Total Excluding Contingencies			\$ 17,401,013	\$ 18,048,832	\$ 19,938,382	\$ 17,864,243	\$ 18,867,523	\$ 19,837,022	\$ 19,863,098	\$ 2,462,085	
Contingencies											
Construction Contingency	06.01		\$ 680,000	\$ 540,000	\$ 540,000	\$ 540,000	\$ 627,409	\$ 641,202	\$ 629,845	\$ (50,155)	4% of 60%CD construction cost carried now.
			\$ 136,000	\$ 143,387	\$ 95,757	\$ 95,757	\$ 95,757	\$ 107,500	\$ 107,500	\$ (28,500)	1% of SD Construction Cost plus balance from Feasibility/SD. 2/8/16 Less SSA Amendment # 5, 6, 7 and CPM Amendment #4. Less increase to CM Fee from \$75k to \$98k.
Owners Project Contingency	06.02										
Contingency ST			\$ 816,000	\$ 683,387	\$ 635,757	\$ 635,757	\$ 723,166	\$ 748,702	\$ 737,345	\$ (78,655)	
Project Total - Construction Phase			\$ 18,217,013	\$ 18,732,219	\$ 20,574,139	\$ 18,500,000	\$ 19,590,689	\$ 20,585,724	\$ 20,600,443	\$ 2,383,430	60% CD budget updates as of 3/8/16
Total Project Appropriation			\$ 18,500,000	\$ 18,500,000	\$ 18,500,000	\$ 18,500,000	\$ 18,500,000	\$ 18,500,000	\$ 18,500,000		
Current Project Budget vs. Appropriation			\$ (282,987)	\$ 232,219	\$ 2,074,139	\$ -	\$ 1,090,689	\$ 2,085,724	\$ 2,100,443		

Total Project Budget Summary

Budget Category Item	SD Budget 05/13/15	Scope Change	Cost Change Add/Deduct	CD Budget 03/09/16
OPM: Project management	429,213	No major changes	\$ 5,787	435,000
Architect and Engineering	1,806,800	No major changes	\$ 19,040	1,825,840
Owner's Project Admin:	940,000	See breakdown	\$ (598,665)	341,335
Construction Costs	13,675,000	See breakdown	\$ 2,259,000	15,934,000
FF&E and Technology	550,000	See Breakdown	\$ 1,016,417	1,566,417
Contingencies	816,000		\$ (75,000)	741,000
Total Project Budget	18,217,013		\$ 2,626,579	20,843,592
Project Appropriation				18,500,000
Project Budget Delta vs. Appropriation				2,343,592

Total Project Budget Summary

Budget Category Item	SD Budget 05/13/15	Scope Change	Cost Change Add/Deduct	CD Budget 03/09/16
<b>OPM: Project management</b>	<b>429,213</b>	No major changes	\$ 5,787	435,000
<b>Architect and Engineering</b>	<b>1,806,800</b>	No major changes	\$ 19,040	1,825,840
<b>Owner's Project Admin:</b>	<b>940,000</b>		\$ (598,665)	341,335
		Moved Temp. Ops to Construction	\$ (460,000)	
		Moved Radio Tower to Construction	\$ (100,000)	
		Moved to Traffic Signalization to Construction	\$ (80,000)	
		Added UST removal costs	\$ 72,000	
		<i>Project Admin. Subtotal</i>	<i>\$ (568,000)</i>	
<b>Construction Costs</b>	<b>13,675,000</b>		<b>\$ 2,259,000</b>	<b>15,934,000</b>
		Increased CM Pre-Construction Fee	\$ 23,000	
		Increased CM costs (GCs, Requirements, etc..)	\$ 175,000	
		Additional Escalation. SD escalation was to Sept. 15	\$ 245,000	
		Higher Demolition bid number	\$ 90,000	
		Higher Abatement bid number	\$ 75,000	
		Increased Site utility cost (drainage; water; sewer; electric)	\$ 200,000	
		Increased cost to Radio Tower footing	\$ 55,000	
		Removal cost of relic foundation (old S#3) and fill	\$ 100,000	
		Add Temporary Operations Scope; Protect HQ Comm. Equip in place.	\$ 500,000	
		Add Traffic Signalization Scope	\$ 80,000	
		Increased cost to elevator (3 stop vs. 2)	\$ 45,000	
		Increased cost to Plymovent system	\$ 70,000	
		Increased cost to Emergency generator and supporting infrastructure	\$ 275,000	
		Remaining Design Contingency	\$ 310,000	
		<i>Construction Cost subtotal</i>	<i>\$ 2,243,000</i>	
<b>FF&amp;E and Technology</b>	<b>550,000</b>		<b>\$ 1,016,417</b>	<b>1,566,417</b>
		New Communication Tower and Equipment	\$ 516,000	
		Station Alerting System Allowance	\$ 145,000	
		Station communication digitizer	\$ 130,000	
		Building Security Systems: Devices and Install	\$ 75,000	
		Increase to FF&E budget: TBD Dispatch/EOC needs	\$ 150,000	
		<i>FF&amp;E and Technology subtotal</i>	<i>\$ 1,016,000</i>	
<b>Contingencies</b>	<b>816,000</b>		<b>\$ (75,000)</b>	<b>741,000</b>
<b>Total Project Budget</b>	<b>18,217,013</b>		<b>\$ 2,626,579</b>	<b>20,843,592</b>
<b>Project Appropriation</b>				<b>18,500,000</b>
<b>Project Budget Delta vs. Appropriation</b>				<b>2,343,592</b>

Constructon Cost Estimate Comparison  
Updated: March 11, 2016

Division of Work	SD* 3/26/15	60% CD 2/25/16	Delta \$	Delta %	Major Scope Changes and Cost Impacts	NOTES
DIV 1 - GEN. REQ'S	\$ -	\$ -				
DIV 2 - EXISTING CONDITIONS	\$ 306,950	\$ 410,914	\$ 103,964	34%	\$ 165,000	Higher Demolition and Abatement bid costs
DIV 3 - CONCRETE	\$ 466,321	\$ 464,225	\$ (2,096)	0%		
DIV 4 - MASONRY	\$ 662,028	\$ 525,170	\$ (136,858)	-21%		
DIV 5 - METALS	\$ 909,422	\$ 871,321	\$ (38,101)	-4%		
DIV 6 - WOODS, PLASTICS	\$ -	\$ 201,627	\$ 201,627	100%		SD was Uniformat; Costs in Div. 7, 9, 10, 12 costs
DIV 7 - THERM/MOIST PROTECT	\$ 1,149,427	\$ 1,284,876	\$ 135,449	12%		
DIV 8 - DOORS & WINDOWS	\$ 418,068	\$ 650,535	\$ 232,467	56%		
DIV 9 - FINISHES	\$ 1,298,545	\$ 1,154,517	\$ (144,028)	-11%		
DIV 10 - SPECIALTIES	\$ -	\$ 170,136	\$ 170,136	100%		SD was Uniformat; Costs in Div. 9, 11, 12 costs
DIV 11 - EQUIPMENT	\$ 90,320	\$ 163,527	\$ 73,207	81%		
DIV 12 - FURNISHINGS	\$ 175,716	\$ 51,202	\$ (124,514)	-71%		SD was Uniformat; Costs in Div. 9, 11, 12 costs
DIV 13 - SPECIAL CONSTRUCT	\$ -	\$ -	\$ -	0%		
DIV 14 - CONVEYING SYSTEMS	\$ 91,150	\$ 135,000	\$ 43,850	48%		
					\$ 45,000	SD had 2 stops. CDs have 3 stops.
DIV 21 - FIRE SUPPRESSION	\$ 161,345	\$ 236,563	\$ 75,218	47%		
DIV 22 - PLUMBING	\$ 438,157	\$ 707,422	\$ 269,265	61%		
DIV 23 - HVAC	\$ 1,006,311	\$ 1,140,470	\$ 134,159	13%		
					\$ 70,000	Increased cost to Plymovent vehicle exhaust system
DIV 26 - ELECTRICAL	\$ 1,157,064	\$ 1,710,484	\$ 553,420	48%	\$ 275,000	Emergency Generator capacity increase due to EOC
<b>BUILDING SUBTOTAL</b>	<b>\$ 8,330,824</b>	<b>\$ 9,877,989</b>	<b>\$ 1,547,165</b>	<b>19%</b>	<b>\$ 555,000</b>	
	\$ -					
DIV 31 - EARTHWORK	\$ 122,779	\$ 515,709	\$ 392,930	320%		
					\$ 55,000	Increased size of footing for new radio tower
					\$ 100,000	Allowance for removal old relic foundations of S#3
						Site work for Temporary Ops. Setup
DIV 32 - EXT. IMPROVEMENTS	\$ 716,073	\$ 1,139,520	\$ 423,447	59%		
					\$ 80,000	Traffic signalization scope
DIV 33 - UTILITIES	\$ 321,540	\$ 492,875	\$ 171,335	53%		
					\$ 200,000	Increased utility connections plus porous asphalt costs in Div. 32 and added City Fire Alarm ductbank
<b>SITE SUBTOTAL</b>	<b>\$ 1,160,392</b>	<b>\$ 2,148,104</b>	<b>\$ 987,712</b>	<b>85%</b>	<b>\$ 435,000</b>	
<b>SUBTOTAL Trade Costs</b>	<b>\$ 9,491,216</b>	<b>\$ 12,026,093</b>	<b>\$ 2,534,877</b>	<b>27%</b>	<b>\$ 990,000</b>	
PRE-CONSTRUCTION FEE*	\$ 75,000	\$ 98,000	\$ 23,000	31%	\$ 23,000	Not in SD estimate; but in SD total project budget. Design phase extended two months.
GENERAL CONDITIONS	\$ 1,297,449	\$ 1,877,000	\$ 579,551	45%	\$ 175,000	Higher CM costs. Includes Temp Ops.
GENERAL REQUIREMENTS	\$ 189,824	\$ 320,385	\$ 130,561	69%		
					\$ 500,000	Temp. Ops scoped moved to construction Gen. Reqs. Part of additional costs in Div 2, 6, and 32 above.
P&P BOND and Insurances	\$ 237,280	\$ 112,019	\$ (125,261)	-53%		
FEE	\$ 427,105	\$ 391,755	\$ (35,350)	-8%		
PERMITS		\$ -				
GMP CONTINGENCY	\$ -	\$ 437,826	\$ 437,826	100%		Not carried in SD estimate.
<b>SUBTOTAL CM Costs</b>	<b>\$ 2,226,658</b>	<b>\$ 3,236,985</b>	<b>\$ 1,010,327</b>	<b>45%</b>	<b>\$ 698,000</b>	
<b>Design Phase Contingency</b>						
DESIGN CONTINGENCY	\$ 1,115,218	\$ 526,121	\$ (589,097)	-53%	\$ 310,000	Higher Design Contingency at 60% CD phase until MEP details; site utility; abatement and structural steel final details are known.
ESCALATION	\$ 490,696	\$ -	\$ (490,696)	-100%	\$ 245,000	CB carried escalation in costs above. Estimated \$245k for 9/15 - 2/16. SD estimate had escalation to Sept. 2015.
<b>SUBTOTAL D.P. CONTINGENCY</b>	<b>\$ 1,605,914</b>	<b>\$ 526,121</b>	<b>\$ (1,079,793)</b>	<b>-67%</b>	<b>\$ 555,000</b>	
<b>TOTAL</b>	<b>\$ 13,323,788</b>	<b>\$ 15,789,199</b>	<b>\$ 2,465,411</b>	<b>19%</b>	<b>\$ 2,243,000</b>	

\* UNIFORMAT

NOTE: Both Estimates by PM&C. 3/26/15 and 2/25/16. 2/25/16 was reconciled with Commodore Builders. Commodore 60% CD costs are marginally different.  
Commodore 60% CD Estimate Pricing dated 3/10/16 used instead of PM&C estimate.

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That for the purpose of paying costs of constructing a new Fire Station #3, renovating the Headquarters Building and a temporary fire station, and for the payment of all costs incidental and related thereto, there is hereby appropriated the sum of three million four hundred (\$3,400,000), which amount shall be borrowed under and pursuant to Chapter 44, Section 7(3A) of the General Laws, or pursuant to any other enabling authority.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendations of the Public Facilities Committee through its Chairman Deborah J. Crossley and the Finance Committee through its Chairman Leonard J. Gentile, His Honor the Mayor is authorized to enter into negotiations for the potential lease for the purposes of third-party construction ownership and operation of on-site renewable solar energy generation from which the City will purchase electric output and/or net metering credits on the following city properties: solar panels installed on carports at the parking lot at the Newton Free Library and the parking lot at Newton South High School.

Under Suspension of Rules  
Readings Waived and Adopted

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_

CITY OF NEWTON CONTRACT NO. L-6184

TOWN OF NEEDHAM CONTRACT NO. XX-XX-XX

AGREEMENT BETWEEN THE TOWN OF NEEDHAM, MASSACHUSETTS AND

THE CITY OF NEWTON, MASSACHUSETTS

FOR

ELLIOT STREET – CENTRAL AVENUE BRIDGE IMPROVEMENTS

This Agreement made this the \_\_\_\_ day of \_\_\_\_\_ 2016 by and between the Town of Needham, Massachusetts, acting through its Town Manager with the approval of its Board of Selectmen, hereinafter called the “Town,” and the City of Newton, Massachusetts, acting by and through its Mayor hereunto duly authorized by Order of its City Council, Order No. \_\_\_\_\_ and dated \_\_\_\_\_, but without personal liability to himself, hereinafter called the “City,”

WITNESSETH:

Whereas, Bridge #N-4-1/N-12-3 (the “Bridge”) is located over the Charles River at the Town/City line between Needham and Newton; and

Whereas, the Bridge links the City at Elliot Street, to the Town at Central Avenue; and

Whereas, ownership and maintenance of the Bridge is shared equally between the City and the Town; and

Whereas, the Bridge is in need of major rehabilitation; and

Whereas, the Town contracted with the BETA Group, Inc. for consulting engineering services for the investigation and design of repairs and rehabilitation of the Bridge, which work has been completed and paid for by the Town; and

Whereas, the City contracted with the BETA Group, Inc. for consulting engineering services for the investigation and design of repairs and rehabilitation of the Bridge, which work has been completed and paid for by the City; and

Whereas the City and the Town wish to provide for the repairs to the Bridge with the City being the lead community to award and supervise the contract for said repair;

Now therefore, for and in consideration of the promises, the mutual covenants herein recited and other good, valuable, and sufficient considerations, the parties hereto agree as follows:



1. The City shall prepare and put out invitations for bids for the repairs to the bridge in accordance with the plans and designs of BETA Group, Inc., receive and review said bids and award the Contract for the repairs to the bridge to a Contractor, all in accordance with G. L. Ch 30, sec. 39M and all other applicable provisions of law.
2. The City shall make progress payments for material and services to the Contractor awarded the contract, pursuant to the terms of the Contract.
3. The City shall invoice the Town for fifty (50%) percent of the amount approved for payment to the Contractor by the City.
4. Payment by the Town to the City shall be made within thirty (30) days of receipt of invoices from the City. With any request for payment, the City shall provide a copy of the invoice(s) from Contractor showing the total amount(s) billed to the City.
5. Within seven (7) days of receipt of invoices from the City, the Town shall have the opportunity to inspect the work and object to payments for work not completed according to the contract documents, whereupon the City and Town shall confer to agree as to what should be paid. If they do not agree, Beta Group, Inc. will determine what portion of the disputed amount will be paid and the Town shall pay the City fifty (50%) percent of that amount and the City shall pay the Contractor one hundred (100%) percent of that amount. With respect to an unpaid portion of a disputed amount which is subsequently determined to be owed to the Contractor in accordance with the Contract, the Town shall pay the City fifty (50%) percent of such amount and the City shall pay the Contractor one hundred (100%) percent of such amount.
6. Any undisputed amounts unpaid by the Town after thirty (30) days of receipt of invoices from the City are subject to interest at the same rate the City is required to pay for funds in order to make payments to the Contractor. The Town hereby agrees to pay any interest incurred by the City due to such late payment by the Town.
7. The total Contract amount shall not exceed \$4,000,000.00. The Town's total obligation to pay the City hereunder shall not exceed the lesser of fifty (50%) percent of the total amount invoiced to the City pursuant to the Contract, or \$2,000,000.00. In the event that unanticipated subsurface conditions necessitate change orders which would increase the total Contract amount to more than \$4,000,000.00, then it is understood and agreed that the City and the Town Manager shall each use best efforts to secure each party's (50%) percent portion of the additional funding needed to complete the unanticipated work and to amend this Agreement accordingly.
8. This Agreement shall be effective upon the action of the Board of Selectmen of the Town, and action by the Mayor of the City as authorized by the City Council.
9. It is mutually agreed and understood that this Agreement shall remain in full force as until completion of the services to be performed by the Contractor pursuant to the Contract or until such time as it may be amended or replaced by a new agreement, but in any event, not to exceed a total of three (3) years.

10. It is mutually agreed that construction cost associated with the additional scope of work, as required by vote of the Newton Upper Falls Historic Commission on January 14, 2016, shall be excluded from this agreement, and that this cost shall be borne exclusively by the City of Newton. This item is defined as follows:

“The concrete piers on the north side of the bridge will be faced with the rough-cut stone (and not with granite).”

11. BETA Group Inc. shall provide engineering services during construction, for the duration of the construction period. The City and Town shall each contract separately with BETA Group Inc. for these services, and shall each be responsible for fifty 50% of the cost of these services.

12. The City shall provide a full-time resident construction inspector for the duration of the Bridge construction. The cost of the salary of the resident construction inspector is included as part of this Agreement, and shall be shared equally by the City and the Town subject to a maximum of \$35,000 (each community), which is not to be included within the maximum set forth in paragraph 7 of this agreement.

The two parties have caused their legal corporate signatures and seals to be hereunto affixed by their proper officers, thereunto duly organized on the day of the year first above written.

THE TOWN OF NEEDHAM

THE CITY OF NEWTON

\_\_\_\_\_  
Kate Fitzpatrick  
Town Manager

\_\_\_\_\_  
James McGonagle,  
Commissioner of Public Works

Comptroller of Accounts:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Approved as to form:

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
City Solicitor

\_\_\_\_\_  
Selectman

Contract Approved:

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Setti D. Warren,  
Mayor

\_\_\_\_\_  
Selectman

Approved as to form:

\_\_\_\_\_  
David S. Tobin  
Needham Town Counsel

I hereby certify that there are funds available in account #\_\_\_\_\_ in an amount up to \$2,000,000.00 to fund this Agreement.

\_\_\_\_\_  
Title  
Town of Needham

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chair Deborah J. Crossley and the Finance Committee through its Chair Leonard J. Gentile, His Honor the Mayor is hereby authorized to enter into an Inter-municipal Agreement with the Town of Needham to repair the jointly owned Elliot Street Street-Central Avenue Bridge.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_

#455-14

Draft as of 03/18/16

# STAND ALONE STORMWATER FEE (Tier model)

**ADD** a new section to Division 1 of Article IV DRAINS of Chapter 20 as follows:

## Section 29-120 Stormwater use charge

- (a) Every owner of property in the city shall pay a charge for use of public main drains and stormwater facilities which shall be based on the following annual rates. Such charge shall be billed quarterly:

1. 1-4 family dwellings \$ 75.00

2. All other properties:

<u>Square feet of impervious surface area</u>	<u>Annual rate</u>
0 – 4, 999	\$ XXXX
5, 000 – 7,499	\$ XXXX
7,500 – 9,999	\$ XXXX
10, 000 – 14,999	\$ XXXX
15, 000 – 24,999	\$ XXXX
25, 000 – 49,999	\$ XXXX
50, 000 – 74,999	\$ XXXX
75,000 – 99,999	\$ XXXX
100,000 – 199,999	\$ XXXX
200,000 – 299,999	\$ XXXX
300,000 – 399,999	\$ XXXX.
400,000 – 499,999	\$ XXXX
500,000 and greater	\$ XXXX

(b) Property owners that are certified as eligible for the water discount program described in section 29-36(b) shall also be eligible for a discount of thirty percent (30%) off the stormwater use charge.

(c) The provisions of sections 20-80 (d) through (f) pertaining to billing and liens shall apply to stormwater use charges.

(d) The commissioner of public works may establish a stormwater use charge credit policy and may grant credits of up to twenty-five percent (25%) to be applied against the stormwater use charge for properties that have on-site functioning stormwater management systems or other measures to reduce or mitigate that property's use of public main drains and stormwater facilities.

(e) The commissioner of public works may establish policies and may promulgate rules and regulations necessary to implement this section.

2. **Delete** all references to “stormwater” contained in Sec. 20-80 as follows:

**Sec. 29-80. Sewer use charge.**

(a) Estates whose building sewers discharge directly or indirectly into public sewers of the city, shall pay a charge for the use of sewage works in proportion to water consumption except that a charge for the use of sewage works shall not be made for water consumption registered on or attributable to outdoor meters installed at residential properties in accordance with section 29-24 of this chapter.

1) Sewer rates

A charge for the use of sewer, which charge shall be made in proportion to water consumption, based on the water meter reading, or estimated water meter reading, excluding outdoor meters for the same property, for the prior quarterly billing period shall be made at the following schedule of rates or prices (effective July 1, 2015). Such sewer bill shall be issued on a quarterly basis:

Nine dollars and twenty-five cents (\$9.25) per hundred cubic feet for consumption from 0 to 10 hundred cubic feet;

Nine dollars and seventy-five cents (\$9.75) per hundred cubic feet for consumption from 11 to 25 hundred cubic feet;

Eleven dollars and 50 cents (\$11.50) per hundred cubic feet for consumption from 26 to 60 hundred cubic feet;

Thirteen dollars and twenty-five cents (\$13.25) per hundred cubic feet for consumption above 60 hundred cubic feet.”

(2) Multi-dwelling properties

a) For purposes of this subsection, the term Single Meter/Multi-Residence shall have the following meaning: A building, buildings, or part of a building which i) is used for residential use only, ii) contains more than one dwelling unit, and iii) receives water delivered through a single service pipe and meter. The term dwelling unit shall have the meaning set out in the definition that appears in section 30-1.

b) For a Single Meter/Multi-Residence property, the applicable price or rate for use of sewer shall be determined by dividing the consumption by the number of dwelling units within such property.

(3) Where water is supplied by the city through a meter that is not in good working order, the commissioner shall use any reasonable, fair, and appropriate method to determine the quantity of water consumed and shall issue the sewer use bill on that basis.

(b) Such charges shall be reduced by a discount of thirty percent (30%) for those dwellings which are owned and inhabited by any person who is certified as eligible for the water discount program described in section 29-36(b). Whenever the board of assessors determines that a person is eligible for such water discount program, such board shall also determine said person to be eligible for a discount from the sewer use charges pursuant to this section, which certification shall continue for the same term as such person's certification for the water discount program; and said board shall forthwith so notify the Water and Sewer Division. Upon receipt of such notice, the Water and Sewer Division shall take the steps necessary to so

reduce the bills issued for the sewer use.

(c) All bills issued under this section, properly numbered for identification, shall be made out in the office of the commissioner. Such bills, together with a warrant for their collection, shall be delivered to the comptroller of accounts for forwarding to the city collector-treasurer as soon as made out, and the city collector-treasurer shall thereupon assume responsibility for such collection. Bills shall be due and payable thirty (30) days from their issuance.

(d) All charges shall constitute a lien upon the land connected with the public sewer from the time of assessment and shall continue for the same period and under the same conditions as a lien established under General Laws, Chapter 80.

(e) If a bill for sewer use becomes a lien, it shall bear interest at the rate provided by law from thirty (30) days after the date of billing until it is committed as part of a tax.

(f) The occupant of any building shall be liable for the payment of the sewer use charge for such building, and the owner shall also be liable.

(g) Except where the properties served are owned, occupied and operated by one owner and not sublet to various tenants, the rates for each meter shall be figured independently of all other meters. In multiple tenant properties served by one meter, the rates shall be based upon water usage recorded from said meter billed to the owner accordingly.

(h) The commissioner is authorized to make abatements and rebates of charges when disproportionate to the service rendered. The commissioner shall certify to the comptroller of accounts the amounts of abatements and rebates for forwarding to the city collector-treasurer. (Rev. Ords. 1973, § 18-18; Rev. Ords. 1979, § 29-64; Ord. No. R-153, 6-17-81; Ord. No. T-28, 6-5-89; Ord. No. T-77, 3-5-90; Ord. No. T-78, 3-5-90; Ord. No. U-5, 4-26-94; Ord. No. V-76, 5-1-96; Ord. No. V-124, 7-14-97; Ord. No. v-180, 6-15-98; Ord. No. V-123, 5-17-99; Ord. No. V-308, 6-19-00; Ord. No. W-47, 6-20-01; Ord. No. X-22, 7-8-02; Ord. No. X-56, 6-18-03; Ord. No. X-95, 06-21-04; Ord. No. X-98, 07-12-04; Ord. No. X-212, 05-24-06; Ord. X-220, 6-19-06; Ord. Y-22, 06-04-07; Ord. No. Z-29, 06-02-08; Ord. No. Z-49, 05-18-09; Ord. No. Z-56, 12-07-09; Ord. No. Z-64, 05-17-10; Ord. No. Z-88, 5-23-11; Ord. No. Z-110, 05-07-12; Ord. No. A-23, 05-20-13; Ord. No. A-39, 05-05-14; Ord. No. A-52, 12-15-14; Ord. No. A-59, 05-04-15)

**Historical note**—Ord. Nos. T-77 and T-78 permitted certain estates with garden sprinkler meters to be billed on a water use basis only for water consumed prior to 12-30-90.

**Shawna Sullivan**

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**From:** David C. Wilkinson  
**Sent:** Wednesday, March 16, 2016 10:13 AM  
**To:** Shawna Sullivan  
**Subject:** FW: City of Newton

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**From:** Pamela Furfure  
**Sent:** Wednesday, March 16, 2016 10:05 AM  
**To:** Maureen Lemieux  
**Cc:** David C. Wilkinson  
**Subject:** FW: City of Newton

Hi Maureen,

Please see below for response from RDS Services regarding their auditing practices. Thank you.

Pam Furfure  
Benefits Manager  
City of Newton  
P – 617-796-1264  
F – 617-796-1272

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**From:** Jim Kiers [<mailto:JKiers@rdsservices.us>]  
**Sent:** Tuesday, March 15, 2016 4:40 PM  
**To:** Pamela Furfure  
**Subject:** RE: City of Newton

Hello Pam,

The primary factors impacting the change in subsidy for the RDS Plan Years that were Reopened are as follows:

- Identification of additional Medicare Eligible Members based on census and claims data received from NNEBT and Tufts respectively.
- A combination of identifying additional claims activity, the inclusion of approved Part B & D drugs, and Rx activity from medical claims.

The above was enabled by employing the capabilities of our internal database and performing various analyses as results were produced.

Hope this is helpful.

Best Regards,

Jim



CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the sum of eighty-three thousand one hundred thirty-three dollars (\$83,133) be and is hereby appropriated from Free Cash to the Human Resources Department's Consultant Account to fund consulting services for an audit of the Retiree Drug Receipts.

FROM:	Free Cash (01-3497).....	\$83,133
TO:	HR Expenses (0110901-5301).....	\$83,133

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date\_\_\_\_\_

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the following rescissions of the following Massachusetts Water Resource Authority sewer borrowing authorization and bond authorization balances, be and are hereby approved as follows:

#149-07 Sewer Improvements.....	\$338,655
#361-09 Sewer Improvements.....	\$198,000
#52-14 Station 10/Wires Building.....	\$12,296
#32-15(2) Station 10/Wires Building .....	\$823
#215-15 Library Automation System.....	\$850
#217-15 Fire SCBA Equipment .....	\$750
#216-15 Fire Bucket Truck .....	\$700

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#87-16

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

March 14, 2016

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council amend Docket Item # 87-16 to read as follows:

“a request to authorize the transfer of a total of \$253,808.90 from the following accounts to Acct # 0110701-5316 Treasury Department Bond Sale Costs.

Free cash - \$154,637.43  
Capital Stabilization Fund - \$95,418.14  
Sewer Fund - \$1,334.52  
Stormwater Fund - \$2,418.81”

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

RECEIVED  
Newton City Hall  
2016 MAR 15 AM 5:19  
DAVID A. OLSON, CMC  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

CITY OF NEWTONIN CITY COUNCIL

2016

## ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the sum of two hundred fifty-three thousand eight hundred dollars and ninety cents (\$253,808.90) be and is hereby appropriated for the purpose of funding the costs of the City's bond sale in January 2015, as follows:

From:	Free Cash	
	(01-3497) .....	\$154,637.43
	Capital Stabilization Fund	
	(39N104-5901) .....	\$95,418.14
	Stormwater Fund	
	(26A401A-5901) .....	\$2,418.81
	Sewer Fund	
	(27A10499-5901) .....	\$1,334.52
To:	Treasury - Expenses	
	(0110701-5316) .....	\$253,808.90

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_