

Mayor

Mission Statement

The Office of the Mayor is responsible in ensuring that the visitors, businesses and residents of Salem are provided with the highest quality of services and assistance that is available to them and that is within the jurisdiction of the Office. The Mayor's Office is accountable to all individuals and municipal employees with the City of Salem and provides constituent services in a concise and business friendly manner.

Significant Changes

The Continued Professionalization of All Aspects of Municipal Operations

Previous Fiscal Year Accomplishments

Finances

- Completed third Comprehensive Annual Financial Report (CAFR) in accordance with GFOA standards
- Received Distinguished Budget Presentation Award
- Continuation of City's first 5-year financial forecast
- Initiation of comprehensive Capital Improvement Plan
- Negotiated a three-year tax agreement with Salem Harbor Power Plant delivering an additional \$4.75 million annually to city coffers
- Received an upgrade in Fiscal Management Practices to the highest grade offered by Standard & Poor's
- Completed successful negotiations resulting in a new collective bargaining agreements with seven out of eight labor unions
- Competitively bid Solid Waste Collection and Disposal Contract resulting in an annual \$700,000 savings

Waterfront Revitalization Efforts

- Received \$2.3 million in grant funding from the Seaport Advisory Council to fund engineering and construction documents related to the development of the Salem Wharf and acquisition of Blaney Street
- Continuation of Harbor Walk construction

Public Safety Initiatives

- Purchase and installation of surveillance cameras in the downtown
- Lafayette Street traffic safety improvements

- Regional Shannon Grant Funding
- Purchase of new pump truck for City's Fire Department
- Purchase of license plate reader

Opening up the Process of Government

- Creation of Salem State College Advisory Committee
- Implementation of customer service initiatives
- Continuation of quarterly newsletter – *FYI Salem*
- Continuation of monthly SATV show – *From the Corner Office*
- Received Common Cause Award with Distinction for information available to the public on the City website
- Implemented Citizen Request Action Center on City website
- Implemented Browsealoud service on City website
- Made available the Council on Aging Newsletter in Espanol, along with other documents and materials
- Created *New Resident Guide*
- Created first annual Online Resident Survey

Public Works Initiatives

- Completion of Bypass Road Construction Project
- Completion of North Street Improvements Construction Project
- Implementation of Pavement Management Plan
- Purchase of new City Mad Vac unit
- Cleaning of downtown storm water/sewer siphons
- Recognized as a Tree City USA

Other Accomplishments

- Played a lead role in Foreclosed Property Management Strategy
- Held an Affordable Housing Summit
- Played a lead role in the efforts to revitalize the redevelopment of the Salem Jail and Old Salem News properties
- Worked with Chamber of Commerce to organize and promote the new Salem Farmers Market and Living Green & Renewable Energy Fair
- Downtown Salem designated as a Top 10 Neighborhood to Live and Work in America
- Salem designated as a *Preserve America* community
- Finalized location of a new Senior Center to be located at a now vacant parcel at the corner of Boston/Bridge Streets
- Organized successful closing ceremonies for Haunted Happenings

- Received EPA Merit Award for City's new recycling policies and efforts
- Installation of new Parking signage and pedestrian maps
- Purchased new Big Belly and recycling kiosk units
- Received a \$500,000 grant for Furlong Park
- Created a designated bike path from the downtown to the City's Point neighborhood
- Re-certified as a No Place for Hate Community
- Gained an additional 499 citizens in the U.S. Census
- Implemented Parking Ticket Amnesty Program
- Increased the amount in the Senior Citizen Tax Work-Off Abatement program from \$500 to \$750
- Negotiated an agreement with Gordon College to manage Old Town Hall
- Received a \$176,000 grant to preserve Old Town Hall

FY 2010 Goals and Objectives

- Continue to work with the City Council on a pro-active agenda for Salem
- Establish citizen academy program
- Deliver first state of the schools address
- Continue to negotiate and/or increase PILOT/SILOT agreements with non-profits
- Complete labor negotiations with all city unions
- Continue to enhance the management and profitability of Haunted Happenings
- Continue to advance the development of Salem Wharf and public access to the waterfront
- Work toward the preservation, re-use and revitalization of Old Town Hall
- Look to regionalize certain city services
- Development of Boston/Main Street (Peabody) entrance corridor
- Development of Bridge Street Neck improvements and Winter Island Park Master Plan
- Apply for and utilize federal stimulus money
- Development of Peabody Street Park and other recreational parks
- Continue efforts to make Salem an Official "Green" Community
- Improve the energy efficiency and infrastructure of municipal buildings

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Mayor-Personnel									
11211	5111	SALARIES-FULL TIME	235,537.47	238,325.00	238,325.00	238,636.81	248,325.00	251,491.00	251,491.00
Total Mayor-Personnel			235,537.47	238,325.00	238,325.00	238,636.81	248,325.00	251,491.00	251,491.00
Mayor-Expenses									
11212	5305	ACCOUNTING AND AUDIT	52,550.00	50,800.00	50,800.00	50,570.00	50,800.00	50,800.00	50,800.00
11212	5320	CONSULT SERVICES	6,380.00	45,000.00	35,000.00	15,922.00	35,000.00	35,000.00	35,000.00
11212	5381	PRINTING AND BINDING	1,178.64	1,650.00	1,650.00	1,303.62	1,650.00	1,650.00	1,650.00
11212	5421	OFFICE SUPPLIES (GEN	1,769.98	1,900.00	1,900.00	1,545.53	1,900.00	1,900.00	1,900.00
11212	5710	IN STATE TRAVEL/MEETINGS	1,484.41	3,000.00	3,000.00	2,760.83	3,000.00	3,000.00	3,000.00
11212	5730	DUES AND SUB	10,159.00	11,500.00	11,500.00	11,439.00	11,500.00	11,500.00	11,500.00
11212	5780	OTHER Expenses	857.62	1,150.00	1,150.00	732.98	1,150.00	1,150.00	1,150.00
11212	5852	OFFICE FURNITURE	214.00	250.00	250.00	0.00	250.00	250.00	250.00
Total Mayor-Expenses			74,593.65	115,250.00	105,250.00	84,273.96	105,250.00	105,250.00	105,250.00
160	121	Department Total	310,131.12	353,575.00	343,575.00	322,910.77	353,575.00	356,741.00	356,741.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
DRISCOLL	KIMBERLEY	160 MAYOR	11211-5111 MAYOR	1/1/2006	80,000.00		1.0	26 Weeks	7/1/09 to 12/31/09			40,000.00	40,000.00	-	40,000.00	40,000.00
DRISCOLL	KIMBERLEY	160 MAYOR	11211-5111 MAYOR	1/1/2006				26 Weeks	1/1/2010 to 6/30/2010			50,000.00	50,000.00	-	50,000.00	50,000.00
WESSELL	JENNIFER	160 MAYOR	11211-5111 EXECUTIVE SECY	1/1/2006	54,418.13		1.0	1		1,042.49	1,042.49	54,418.13	54,418.13	1,063.34	55,506.49	55,506.49
SILVA	JASON	160 MAYOR	11211-5111 CHIEF ADMIN AIDE	1/1/2006	65,519.97		1.0	1		1,255.17	1,255.17	65,519.97	65,519.97	1,280.28	66,830.37	66,830.37
WATKINS	THOMAS	160 MAYOR	11211-5111 PROJECT MANAGER	1/23/2006	38,386.02		1.0	1		735.36	735.36	38,386.02	38,386.02	750.07	39,153.74	39,153.74
					238,324.12	Total Full Time - 5111						248,324.12	248,324.12		251,490.60	251,490.60
					238,324.12	4.0	Department Total					248,324.12	248,324.12		251,490.60	251,490.60

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	4.0	4.0	4.0	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

MAYOR - 160

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11212	5305	Accounting and Audit			
		Contractual services for annual city audit (includes Retirement)	48,000	48,000	48,000
		CAFR & Filing Fees	2,800	2,800	2,800
TOTAL			50,800	50,800	50,800
11212	5320	ContractedSevices			
		For Police Chief Assessment and other contracted services as needed.	35,000		35,000
Total			35,000	-	35,000
11212	5381	PRINTING AND BINDING			
		City Seals, Business Cards,	1,000	1,000	1,000
		Envelopes	200	200	200
		Printing Special flyers/notices as required	450	100	450
TOTAL			1,650	1,300	1,650
11212	5421	OFFICE SUPPLIES			
		Printer Cartridges for Printer (Color, Black)	400	400	400
		Other Miscellaneous supplies as needed: pens, pencils, scotch tape, staples, etc	1,500	1,500	1,500
TOTAL			1,900	1,900	1,900
11212	5710	IN STATE TRAVEL/MEETINGS			
		Registrations and travel expenses for various meetings and seminars	3,000	3,000	3,000
TOTAL			3,000	3,000	3,000
11212	5730	DUES AND SUBSCRIPTIONS			
		Massachusetts Municipal Association Dues	7,750	7,750	7,750
		North Shore Mayor's Coalition(Metropolitan Area Planning Council)	1,250	1,250	1,250
		Massachusetts Mayors Association	2,500	2,500	2,500
TOTAL			11,500	11,500	11,500
11212	5780	OTHER EXPENSES			
		Misc Reimbursements	600	600	600
		Water for Mayors office	100	100	100
		Fed Ex and Courier Service	250	250	250
		Miscellaneous Expenses / Ota	200	200	200
TOTAL			1,150	1,150	1,150
1212	5852	OFFICE FURNITURE			
		Misc Office Furniture	250	250	250
TOTAL			250	250	250
TOTAL PROPOSED			105,250	69,900	105,250

City Council

Mission Statement

As Clerk of the City Council attends all regular, Special and public hearing meetings, serves as parliamentarian, records the action taken by the City Council, roll call votes, prepares and distributes agendas using experienced and discretion regarding proper form, oversees recording and indexing of Council minutes, advertising of all ordinances as required by City Charter, processes and forwards Council matters to proper departments and agencies in accordance with the votes of the City Council.

Significant Changes

The Council did receive in the last budget the line item to hire a Budget Analyst. A Committee was formed to do interviews but due to the financial climate all new hires were put on hold. This line item will be cut due to necessary shortfall of our economic situation.

Previous Fiscal Year Accomplishments

- All minutes of Council meetings are now published on the City's website.

FY 2010 Goals & Objectives

- Maintain the upkeep of all Council records.
- To do the necessary archiving of all records for their safe keeping.
- To continue to do the printing of the Government Card in house.

PERFORMANCE INDICATORS

030-City Council

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
LICENSES PASSED BY COUNCIL					
Public Guide	28	36	48	48+	48+
Second Hand Valuable	20	19	21	19+	19+
Second Hand Clothing	5	5	3	3	3
Taxi Operator	71	120	86	69+	90+
Taxi Cab Licenses	18	19	12	18+	18+
Limousine License	7	21	18	19+	19+
Vehicle for Hire	3	23	19	19+	19+
Vehicle for Hire Operators	3	43	50	50+	50+
Drainlayer/Contract Operator	46	45	46	46+	46+
Junk Dealer	5	2	2	2	2
Pawnbroker	1	1	1	1	1
Seaworm License	8	9	10	12	12
Council records processed	979	788	721	700+	700+
Ordinances adopted	29	10	20	25+	25+
Zoning Ordinances	2	1	1	1	1
Traffic Ordinances	32	34	21	29+	29+

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
City Council-Personnel									
11111	5111	SALARIES-FULL TIME	97,542.79	97,700.00	97,700.00	97,699.77	108,700.00	108,700.00	108,700.00
11111	5150	FRINGE/STIPENDS	22,000.00	22,000.00	22,000.00	22,000.00	11,000.00	11,000.00	11,000.00
Total City Council-Personnel			119,542.79	119,700.00	119,700.00	119,699.77	119,700.00	119,700.00	119,700.00
City Council-Expenses									
11112	5306	ADVERTISING	17,357.76	20,000.00	23,000.00	22,604.32	20,000.00	20,000.00	20,000.00
11112	5320	CONTRACTED SERVICES	0.00	7,000.00	0.00	0.00	0.00	0.00	0.00
11112	5381	PRINTING AND BINDING	10,394.93	11,200.00	8,200.00	8,199.60	11,200.00	11,200.00	11,200.00
11112	5421	OFFICE SUPPLIES (GEN	247.45	250.00	450.00	382.54	250.00	250.00	250.00
11112	5730	DUES AND SUB	130.00	200.00	0.00	0.00	200.00	200.00	200.00
Total City Council-Expenses			28,130.14	38,650.00	31,650.00	31,186.46	31,650.00	31,650.00	31,650.00
030	111	Department Total	147,672.93	158,350.00	151,350.00	150,886.23	151,350.00	151,350.00	151,350.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
FUREY THOMAS	030 CITY COUNCIL	11111-5111	COUNCILLOR	01011996	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
LOVELY JOAN	030 CITY COUNCIL	11111-5111	COUNCILLOR	01051998	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
MCCARTHY ROBERT	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2008	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
OKEEFE SR JOSEPH	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2000	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
PELLETIER JEAN	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2004	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
PINTO STEVE	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2008	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
PREVEY PAUL	030 CITY COUNCIL	11111-5111	COUNCIL PRESIDENT	01/01/2004	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,500.00	9,500.00		9,500.00	9,500.00
RYAN JERRY	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2008	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
SARGENT ARTHUR	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2000	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
SOSNOWSKI MICHAEL	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2004	8,500.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
VENO MATTHEW	030 CITY COUNCIL	11111-5111	COUNCILLOR	01/01/2004	8,000.00			1	26 weeks @4000 & 26 Weeks @ 5000.00			9,000.00	9,000.00		9,000.00	9,000.00
LAPORTE CHERYL	030 CITY COUNCIL	11111-5111	CLERK OF COUNCIL	05011977	4,000.00	B			12	333.33	333.33	4,000.00	4,000.00	333.33	4,000.00	4,000.00
LAPORTE CHERYL	030 CITY COUNCIL	11111-5111	CLERK OF COMMITTEE	05011977	500.00	B			12	41.67	41.67	500.00	500.00	41.67	500.00	500.00
SIMONS ILENE	030 CITY COUNCIL	11111-5111	ASST CLERK	02271989	4,000.00	B			12	333.33	333.33	4,000.00	4,000.00	333.33	4,000.00	4,000.00
SACCO EILEEN	030 CITY COUNCIL	11111-5111	BUDGET CLERK	06161988	700.00	B			1			700.00	700.00		700.00	700.00
					97,700.00		0.0	Total Full Time - 5111				108,700.00	108,700.00		108,700.00	108,700.00
Councilors					22,000.00			11		1,000.00	1,000.00	11,000.00	11,000.00	1,000.00	11,000.00	11,000.00
					22,000.00			TotalFringe - 5150				11,000.00	11,000.00		11,000.00	11,000.00
					119,700.00		0.0	Department Total				119,700.00	119,700.00		119,700.00	119,700.00

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.0	0.0	0.0	0.0

FY 2010 DETAILED BUDGET REPORT
EXPENSES

CITY COUNCIL 030

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11112	5306	ADVERTISING			
		Salem Evening News - Charter and M.G.L. mandated ordinance advertising	20,000	15,000	20,000
TOTAL			20,000	15,000	20,000
11112	5320	CONTRACTED SERVICES			
		City Council Budget Analyst \$7,000.00	-	-	-
11112	5381	PRINTING AND BINDING			
		Government cards (printed in-house)			
		Halloween hang tags (printed in house)			
		Printing Manual restored	2,700	2,700	2,700
		Stationery and envelopes	300	300	300
		Municipal Code Ordinances - hardcopy and online download			
		Municipal Code Zoning Ordinances - hard copy and online download			
		Municipal Code Traffic Ordinances - hard copy and online download	5,800	5,800	5,800
		West Group - Mass. General Laws	1,500	1,500	1,500
		Forms, ordinances, orders, committee reports, archive paper for minutes, binders, binding	500	500	500
		Funding for website restored	400	400	400
TOTAL			11,200	10,000	11,200
11112	5421	OFFICE SUPPLIES GENERAL			
		W.B. Mason - Typewriter ribbons, xerox memorywriters, rm. 1	250	250	250
		cassette tapes for committee meetings			
TOTAL			250	250	250
11112	5730	DUES AND SUBCRIPTIONS			
		International Institute of Municipal Clerks			
		North Shore City and Town Clerk's Association			
		Massachusetts City and Town Clerk's Association			
		New England Association of City and Town Clerks	200	-	200
TOTAL			200	-	200
TOTAL PROPOSED			31,650	25,250	31,650

City Clerk

Mission Statement

The position of City Clerk in the Commonwealth of Massachusetts was originally modeled after a similar position in England. City Clerks are required to exercise wide authority and have extensive responsibilities. The City Clerk holds department head status, and serves as custodian of city records, supervision of the recording and reporting of vital statistics (births, deaths and marriages). The Clerk certifies copies of records and ordinances. Supervises the issuances of permits and licenses in accordance with State Laws and Ordinances, such as marriage intentions and licenses, dog licenses, Auctioneer, Beano, Contract Operator, Drainlayer, Public Guide, Junk Dealer, Pawnbroker, Photographer, Raffles, Seaworms, Second Hand Valuable, Second Hand Clothing, Taxi Operator, Taxi Cab, Limo, Pedi Cab, Horsedrawn Carriages, Trolleys and Yard Sales. Administer the oath of office to elected and appointed City officials for all City Departments, Boards and Commissions and attests all official documents of the City with the City Seal. As well the City Clerk is a member of the Board of Registrar of Voters and Chief Election Official for all elections. Maintains and processes Non-Criminal citations and files cash report to Treasurer. Processes Claims and maintains tracking form for Council Committee. Sends letters to claimant on approved or denied claims. Notifies Solicitor's office of claims.

Significant Changes

The new hire of Karen Moran to replace the opening left due to the retirement of Elaine Blake. This has made a significant improvement overall with turn around time on all transactions either by walk in or by mail. She has been a great asset to this department and I would hope to expand her range of knowledge. We took advantage of the use of the Senior Work off program as well as volunteers to get us through the worst of times until Karen was hired, but nothing replaces a full time employee.

Previous Fiscal Year Accomplishments

- Forms have been put on the city's website to aid in requests for vital records as well as dog licensing.
- Implemented the late fee for dog licenses after July 1st. This will assure that people will be more prudent in licensing their dogs in a timely way.

FY 2010 Goals & Objectives

- The maintaining of information on the city's website in reference to Council Committee and regular meetings, agendas and minutes as well as any other City Clerk related information.
- Maintain the staffing level.
- Automate vital records for processing, recording and indexing provided it isn't costly.

PERFORMANCE INDICATORS

030-City Clerk

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
VITAL RECORDS					
Copies of vital records	12,443	13,038	11,500	11,000+	11,000+
Birth records recorded	2,008	1,999	1,906	2000+	2000+
Death records recorded	722	777	754	700+	700+
Marriage Licenses	324	311	284	300+	300+
Affidavits of vital records	202	220	168	160+	160+
LICENSES					
Dog Licenses	1,920	1,921	2,540	2540+	2540+
Business Certificates	331	376	364	300+	300+
Yard Sale permits	198	201	248	200+	200+

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
City Clerk-Personnel									
11611	5111	SALARIES-FULL TIME	154,615.91	152,456.00	149,956.00	149,146.84	157,123.00	217,726.00	217,726.00
11611	5150	FRINGE/STIPENDS	400.00	650.00	650.00	316.66	950.00	2,850.00	2,850.00
Total City Clerk-Personnel			155,015.91	153,106.00	150,606.00	149,463.50	158,073.00	220,576.00	220,576.00
City Clerk-Expenses									
11612	5242	OFFICE EQUIPMENT REP	375.00	500.00	350.00	350.00	500.00	500.00	500.00
11612	5381	PRINTING AND BINDING	5,519.21	3,000.00	3,150.00	3,090.94	3,000.00	3,000.00	3,000.00
11612	5421	OFFICE SUPPLIES (GEN	147.47	750.00	1,100.00	1,089.36	750.00	750.00	750.00
11612	5450	ARCHIVAL SUPP & EQUI	0.00	800.00	800.00	798.60	800.00	800.00	800.00
11612	5509	DOG LICENSES	440.97	1,000.00	1,000.00	963.02	1,000.00	1,000.00	1,000.00
11612	5730	DUES AND SUB	0.00	500.00	150.00	150.00	500.00	500.00	500.00
Total City Clerk-Expenses			6,482.65	6,550.00	6,550.00	6,441.92	6,550.00	6,550.00	6,550.00
030	161	Department Total	161,498.56	159,656.00	157,156.00	155,905.42	164,623.00	227,126.00	227,126.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
LAPOINTE CHERYL	030 CITY CLERK	11611-5111	CITY CLERK	02271989	74,271.03		1.0	1		1,422.82	1,422.82	74,271.03	74,271.03	1,451.27	75,756.45	75,756.45
SIMONS ILENE	030 CITY CLERK	11611-5111	ASST CITY CLERK	09/05/2000	43,356.34		1.0	1		830.58	830.58	43,356.34	43,356.34	847.19	44,223.47	44,223.47
							2.4			Total AFSCME 1818		39,495.56	-		97,745.68	97,745.68
					117,627.37		4.4	Total Full Time - 5111				157,122.93	117,627.37		217,725.60	217,725.60
	030 CITY CLERK	11611-5150	AFSCME Stipend		650.00			3		650.00	950.00	950.00	1,900.00	950.00	2,850.00	2,850.00
															220,575.60	220,575.60
					117,627.37		4.4	Department Total				158,072.93	119,527.37		220,575.60	220,575.60

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.0	3.0	4.4	1.4

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
MORAN	KAREN	030 CITY CLERK	11611-5111	SR CLERK TYPIST II/III			0.0	667.20	680.55	6/11/2009	706.71	6.0 46.2	Layoff - FY 2009	-	Layoff - FY 2009	Layoff - FY 2009		
FIALHO	MONIQUE	030 CITY CLERK	11611-5111	SR ACCOUNT CLERK	5/29/2007		1.0	714.23	756.62				100%	39,495.56	-	39,495.56	39,495.56	From W/S
MCNAUGHT	JULIE	030 CITY CLERK	11611-5111	ASST REGISTRAR	08101998		0.7	781.44	797.07				70%	-	-	29,125.06	29,125.06	From Elections
SERPA	LINDA	030 CITY CLERK	11611-5111	ASST REGISTRAR	7/26/2004		0.7	781.44	797.07				70%	-	-	29,125.06	29,125.06	From Elections
								<u>2.4</u>						<u>39,495.56</u>	<u>-</u>	<u>97,745.68</u>	<u>97,745.68</u>	<u>-</u>

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

CITY CLERK - 030

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11612	5242	OFFICE EQUIPMENT REPAIR reinstall simplex time recorder maintenance reinstall typewriter maintenance (5 typewriters)	500	500	500
TOTAL			500	500	500
11612	5381	PRINTING AND BINDING Vital Records Binders & Sleeves(Birth-Death-Marriage) Mylar sheets (Birth-Death-Marriage) Book Binding (Index/Birth/Death/Marriage) Index Cards (Birth/Death/Marriages) Master Cert (Vitals) Marriage Return Envelopes & City Clerk envelopes City Clerk Stationary	3,000	3,000	3,000
TOTAL			3,000	3,000	3,000
11612	5421	OFFICE SUPPLIES GENERAL W. B. MASON - Typewriter ribbons & correction tapes for vital records,	750	750	750
TOTAL			750	750	750
11612	5450	ARCHIVAL SUPPLIES AND EQUIPMENT Acid free state mandate vital records recording paper ledger sheets (birth/death/marr) Birth, Death & Marriage certificate paper for long and short forms State Bond paper	800	800	800
TOTAL			800	800	800
11612	5509	DOG LICENSES National Band and Tag for dog tags (3000 tags) Dog notification and envelopes and labels Maintenance for Dog Software Dog index cards	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
11612	5730	DUES AND SUBSCRIPTIONS West Group - Mass. General Laws annual updates-pocket parts West Group - Acts and Resolves	500	-	500
TOTAL			500	-	500
TOTAL PROPOSED			6,550	6,050	6,550

Elections & Registrations

Mission Statement

The City Clerk serves as the Clerk to the Board of Registrars of Voters, officiates elections and establishes procedures to be followed by election officials at each precinct, oversees registration of voters, prepares computer reports on election returns and prepares election materials of voting precincts. Also organizes the set-up of precincts and maintains handicapped accessibility of all voting locations, supervises staff, issues nominations papers to local candidates, certifies signatures of voters signing nomination papers and initiative petitions for state ballot questions. We are also responsible for the mass mailing of the citywide census, maintaining and entering the date and the notifying of voter confirmation.

Significant Changes

The Resident Parking Sticker Program has been revamped by Ordinance and will be moving to the Collectors office for implementation. Possible retirement of Asst. Registrar Julie McNaught at the end of calendar year 2009.

Previous Fiscal Year Accomplishments

- The City had a 91% turn out for the Presidential Election in November. With the help of Salem State College and volunteers we were able to implement last minute law changes made by the state for voters.
- Successful use of the Senior Work Off people during this election season.

FY 2010 Goals & Objectives

- Reduce the number of polling locations to 7 from 14 as a cost saving measure. The City would save a total of \$8,980.00 per year for the Police details and \$14,000.00 for the programming of the new Automark machines for the handicap required by the State as we would only need 7 machines instead of 14. We would by law still need the same amount of poll workers.
- Maintain the staffing level in order to continue with required census and elections work.

PERFORMANCE INDICATORS

030-Elections

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
ELECTIONS (based on month of Nov.)					
# Registered Voters	19,198	18,382	21,251	22,749	22,749
Voter turnout %	72%	30%	91%		
Actual turnout	13,866	6,051	19,316		
CENSUS					
Census forms mailed out and processed	16,700	16,700	16,845	16,817	16,817

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Elect & Reg-Personnel									
11621	5111	SALARIES-FULL TIME	168,506.51	172,101.00	171,351.00	170,429.89	170,799.00	113,394.00	113,394.00
11621	5131	OVERTIME (GENERAL)	4,904.07	5,000.00	7,500.00	5,671.59	5,000.00	5,000.00	5,000.00
11621	5150	FRINGE/STIPENDS	1,200.00	1,950.00	1,950.00	1,950.00	2,850.00	950.00	950.00
Total Elect & Reg-Personnel			174,610.58	179,051.00	180,801.00	178,051.48	178,649.00	119,344.00	119,344.00
Elect & Reg-Expenses									
11622	5221	RES STICKER PARKING	0.00	250.00	250.00	247.80	250.00	0.00	0.00
11622	5242	OFFICE EQUIPMENT REP	0.00	325.00	325.00	325.00	325.00	325.00	325.00
11622	5280	POLLING PLACE RENT	200.00	300.00	300.00	275.00	300.00	300.00	300.00
11622	5306	ADVERTISING	539.45	650.00	650.00	414.50	650.00	650.00	650.00
11622	5309	POLLWORKERS	24,646.52	25,000.00	24,000.00	23,443.52	25,000.00	25,000.00	25,000.00
11622	5381	PRINTING AND BINDING	3,031.52	6,500.00	5,000.00	4,439.28	6,500.00	6,500.00	6,500.00
11622	5386	VOTING MACHINE SERVI	16,203.43	16,325.00	10,825.00	6,809.20	16,325.00	16,325.00	16,325.00
11622	5421	OFFICE SUPPLIES (GEN	1,177.54	1,000.00	1,000.00	982.27	1,000.00	1,000.00	1,000.00
Total Elect & Reg-Expenses			45,798.46	50,350.00	42,350.00	36,936.57	50,350.00	50,100.00	50,100.00
030	162	Department Total	220,409.04	229,401.00	223,151.00	214,988.05	228,999.00	169,444.00	169,444.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
BARTON CHARLES	030 ELECTIONS & REGISTR	11621-5111	BD REGISTRAR MEMBER	9/17/2008	-	B			4	175.00	175.00	700.00	700.00	175.00	700.00	700.00
DEFRANCESCO JOSEPH	030 ELECTIONS & REGISTR	11621-5111	CH BOARD REGISTRAR		750.00	B			4	187.50	-	-	-	-	-	-
KIRKPATRICK MARCIA	030 ELECTIONS & REGISTR	11621-5111	RES PARKING STICKER	3/20/06	750.00	B			6	125.00		To Collector's	-	-	-	-
LAPORTE CHERYL	030 ELECTIONS & REGISTR	11621-5111	CLERK OF BOARD		1,600.00	B			12	133.33	133.33	1,600.00	1,600.00	133.33	1,600.00	1,600.00
LAPORTE CHERYL	030 ELECTIONS & REGISTR	11621-5111	BD REGISTRAR MEMBER		700.00	B			12	58.33	58.33	700.00	700.00	58.33	700.00	700.00
MCNAUGHT JULIE	030 ELECTIONS & REGISTR	11621-5111	RES PARKING STICKER		750.00	B			6	125.00	-	To Collector's	-	-	-	-
MORAN PHILIP	030 ELECTIONS & REGISTR	11621-5111	BD REGISTRAR MEMBER	7/14/2005	700.00	B			4	175.00	-	-	-	-	-	-
SAINDON PHILIP	030 ELECTIONS & REGISTR	11621-5111	BD REGISTRAR MEMBER		700.00	B			4	175.00	175.00	700.00	700.00	175.00	700.00	700.00
SPORT ROCHELLE	030 ELECTIONS & REGISTR	11621-5111	RES PARKING STICKER		1,500.00	B			12	125.00		To Collector's	-	-	-	-
SPORT ROCHELLE	030 ELECTIONS & REGISTR	11621-5111	ELEC ASST TO CITY CLK		42,276.37		1.0	1		809.89	809.89	42,276.37	42,276.37	826.09	43,121.90	43,121.90
SWAN RALPH	030 ELECTIONS & REGISTR	11621-5111	CH BOARD REGISTRAR	2008	-	B			4	-	-	No Compensation requested	-	-	-	-
							1.6			Total AFSCME 1818		124,821.69	124,821.69		66,571.57	66,571.57
					49,726.37		2.6		Total Full Time 5111			170,798.06	170,798.06		113,393.47	113,393.47
030 ELECTIONS & REGISTR					5,000.00							5,000.00	5,000.00		5,000.00	5,000.00
030 ELECTIONS & REGISTR					1,950.00				1	650.00	950.00	2,850.00	2,850.00	950.00	950.00	950.00
					49,726.37		2.6		Department Total			178,648.06	178,648.06		119,343.47	119,343.47

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	4.0	4.0	2.6	-1.4

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
MCNAUGHT	JULIE	030 ELECTIONS & REGISTR	11621-5111	ASST REGISTRAR	08101998	40,791.40	0.3	781.44	797.07					30%	41,007.23	41,607.23	12,482.17	12,482.17
SERPA	LINDA	030 ELECTIONS & REGISTR	11621-5111	ASST REGISTRAR	7/26/2004	40,791.40	0.3	781.44	797.07					30%	41,607.23	41,607.23	12,482.17	12,482.17
KIRKPATRICK	MARCIA	030 ELECTIONS & REGISTR	11621-5111	ASST REGISTRAR	3/20/06	40,791.40	1.0	781.44	797.07						41,607.23	41,607.23	41,607.23	41,607.23
						122,374.20	1.6							124,821.69	124,821.69	66,571.57	66,571.57	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

ELECTIONS AND REGISTRATIONS 030

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11622	5221	RESIDENT STICKER PARKING Lamination and paper for visitor passes - resident stickers 6 zones	250	-	-
TOTAL			250	-	-
11622	5242	OFFICE EQUIPMENT REPAIR Typewriter maintenance (3 typewriters) Time stamp ribbon & installation	325	325	325
TOTAL			325	325	325
11622	5280	POLLING PLACE RENTAL \$25.00 rental each election	300	300	300
TOTAL			300	300	300
11622	5306	ADVERTISING Salem Evening News advertising for special voter registration sessions	650	650	650
TOTAL			650	650	650
11622	5309	POLL WORKERS Staffing of 14 Precincts on Election Day for Elections 14 Wardens, 14 Clerks, 14 precinct Asst., 10 inspectors each Precinct	25,000	24,500	25,000
TOTAL			25,000	24,500	25,000
11622	5381	PRINTING AND BINDING Printing of Annual Poll Book, census forms, nomination papers, petition forms, etc. Printing of postcards for confirmation mailings Envelopes for voter registration, etc.	6,500	6,500	6,500
TOTAL			6,500	6,500	6,500
11622	5386	VOTING MACHINE SERVICES Voting Machine and Tabulator Maintenance Agreement Election programs (16 tabulators) Election day coverage L.H.S. Associates (software & program vendor) Three-hole legal paper for voting list ballot printing & envelopes Tabulator supplies-special ribbons, ink, electrical cords, adapters, paper rolls	16,325	16,000	16,325
TOTAL			16,325	16,000	16,325
11622	5421	OFFICE SUPPLIES GENERAL W.B. Mason (precinct-felt tip ballot pens, tape, looseleaf binders) W.B. Mason office supplies-typewriter ribbons, staples, tape, etc. Print cartridges and supplies for 5 computer printers, rms. 1,3,5 24 lb. Paper for printing RMV certs. Xerox print cartridges and dry ink for copier	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
TOTAL PROPOSED			50,350	49,275	50,100

Assessor

Mission Statement

The duties and responsibilities of the Assessing Department remain essentially the same from year to year. The Assessors are required by Massachusetts's law to value all real and personal property as well as prepare tax-billing commitments for both motor vehicle and boat excise tax. It also receives and processes several hundred exemption requests and tax abatement applications. The office is open to the public and the staff is required to maintain the extensive databases needed to accomplish its mission.

Significant Changes

Perhaps the most significant change to the Department was the loss of the city's Assistant Director who took the Director's job Reading. The vacant position was filled in-house by "field technician" who is in the process of becoming a Massachusetts Accredited Assessor. A significant learning curve was required to learn the duties and responsibilities of the Assistant's position.

Previous Fiscal Year Accomplishments

- FY2009 was an "interim" year in the Salem assessment cycle and although the data preparation for the Department of Revenue was not as extensive as that required in a recertification year, the fast-changing real estate market required close scrutiny and somewhat more work than other interim years.
- Because of another expiration of a power plant agreement, this was also the second year in eleven years that a "growth" calculation was done for that facility – a process that required considerable time and added work.
- The assessors also "defended" several significant cases at the State's Appellate Tax Board achieving favorable results for the City.

FY 2010 Goals & Objectives

- Producing high quality work and implementing and conducting an aggressive database maintenance program still remain our principal tasks. Since these elements are essential in maintaining the level of professionalism expected by Department of Revenue, the City Administration and the public at large, it is the primary objective and continuous goal of the Department to achieve both.
- FY2010 is also a recertification year for the city. This additional work-load for the Department will stress both the human as well as the financial resources available to it to accomplish this detailed procedure.
- Although still a work in progress, the Department, along with the City's GIS Department, is developing an enhanced program that will include digital mapping and aerial photography as part of web-based property record information. This user-friendly, comprehensive, information source, will speedily expedite many municipal functions that previously involved time consuming research and human resources.

PERFORMANCE INDICATORS

010-Assessor

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Real Estate Billing - Bills done quarterly	12,158	12,460	12,619	12,693	12,700
Personal Property Bills- Billing done quarterly	978	974	940	825	820
Auto Excise	32,147	33,027	33,528	33,000	33,000
*Boat Excise	1,716	1,695	1,569	1,303	1,300
*Exemptions	548	526	579	580	580
*Abatements	110	214	365	245	300
*Personal Property inventory forms (required by law for abatements)	1,152	1,032	1,113	825	810
*ABC Forms - Tax exempts (required by law to qualify for status)	74	75	73	71	70
*Income & Expense Statements	2,037	2,015	2,001	1,975	1,950

* These items require individual processing, data entry, and/or review

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Assessors-Personnel									
11411	5111	SALARIES-FULL TIME	225,892.25	237,500.00	237,500.00	236,459.65	239,723.00	231,880.00	231,880.00
11411	5150	FRINGE/STIPENDS	515.32	4,300.00	1,300.00	1,300.00	2,900.00	2,615.00	2,615.00
Total Assessors-Personnel			226,407.57	241,800.00	238,800.00	237,759.65	242,623.00	234,495.00	234,495.00
Assessors-Expenses									
11412	5242	OFFICE EQUIPMENT REP	99.00	200.00	200.00	161.80	200.00	200.00	200.00
11412	5303	LEGAL/REGISTRY SERVICES	536.50	1,500.00	1,500.00	150.00	800.00	800.00	800.00
11412	5308	CONTRACTED SERVICES	21,080.00	21,000.00	21,000.00	15,549.97	21,000.00	21,000.00	21,000.00
11412	5381	PRINTING AND BINDING	1,432.50	1,500.00	1,500.00	1,157.25	1,500.00	1,500.00	1,500.00
11412	5421	OFFICE SUPPLIES (GEN	2,676.25	3,300.00	3,300.00	2,633.77	3,177.00	3,177.00	3,177.00
11412	5710	IN STATE TRAVEL/MEETINGS	995.67	2,000.00	1,800.00	945.00	2,000.00	2,000.00	2,000.00
11412	5781	AUTO ALLOWANCE	111.36	500.00	700.00	537.19	500.00	500.00	500.00
11412	5860	EQUIPMENT	745.04	1,000.00	1,000.00	372.52	1,000.00	1,000.00	1,000.00
Total Assessors-Expenses			27,676.32	31,000.00	31,000.00	21,507.50	30,177.00	30,177.00	30,177.00
010	141	Department Total	254,083.89	272,800.00	269,800.00	259,267.15	272,800.00	264,672.00	264,672.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
BATES DONALD	010 ASSESSORS - BOARD OF	11411-5111	BOARD MEMBER		3,000.00	B			4	750.00	750.00	3,000.00	3,000.00	750.00	3,000.00	3,000.00
HANLON KRISTIN	010 ASSESSORS - BOARD OF	11411-5111	BOARD CLERK		1,500.00	B			4	375.00	375.00	1,500.00	1,500.00	375.00	1,500.00	1,500.00
JAGOLTA RICHARD	010 ASSESSORS - BOARD OF	11411-5111	BOARD MEMBER		3,000.00	B			4	750.00	750.00	3,000.00	3,000.00	750.00	3,000.00	3,000.00
JOHNSON DAMIAN	010 ASSESSORS - BOARD OF	11411-5111	BOARD MEMBER		3,000.00	B			4	750.00	750.00	3,000.00	3,000.00	750.00	3,000.00	3,000.00
KULIK FRANK	010 ASSESSORS - BOARD OF	11411-5111	DIR ASSESSING	06161986	67,860.00		1.0	1		1,300.00	1,300.00	67,860.00	67,860.00	1,326.00	69,217.20	69,217.20
MURPHY JOSEPH	010 ASSESSORS - BOARD OF	11411-5111	ASST ASSESSOR	7/13/2005	46,980.00		1.0	1		900.00	900.00	46,980.00	46,980.00	918.00	47,919.60	47,919.60
TIERNEY PAUL	010 ASSESSORS - BOARD OF	11411-5111	ASSESSOR		36,540.00		1.0	1		700.00	700.00	36,540.00	36,540.00	714.00	37,270.80	37,270.80
<i>Reduce budget by reducing all employee's work hours to 31 hours per week.</i>													(26,208.00)		-	
							1.7			Total AFSCME 1818		77,842.43	77,842.43		66,971.87	66,971.87
					161,880.00	4.7			Total Full Time - 5111			239,722.43	213,514.43		231,879.47	231,879.47
010 ASSESSORS - BOARD OF	11411-5150	Certified Assessor Stipends			3,000.00			1		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
010 ASSESSORS - BOARD OF	11411-5150	AFSCME Stipend			1,300.00			1.7		650.00	950.00	1,900.00	1,900.00	950.00	1,615.00	1,615.00
					3,000.00				Total Fringe - 5150			2,900.00	2,900.00		2,615.00	2,615.00
					164,880.00	4.7			Department Total			242,622.43	216,414.43		234,494.47	234,494.47

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	4.0	5.0	4.7	-0.3

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
FELIX	GLORIA	010 ASSESSORS	11411-5111	PRINCIPAL CLERK III	03221993	40,791.40	1.0	781.44	797.07					41,807.23	41,807.23	41,807.23	41,807.23	
HANLON	KRISTIN	010 ASSESSORS	11411-5111	SR CLERK TYPIST III	9/17/2007	34,827.97	0.7	680.55	694.16				70%	36,235.20	36,235.20	25,364.64	25,364.64	
						75,619.37	1.7							77,842.43	77,842.43	66,971.87	66,971.87	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

ASSESSORS - 010

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11412	5242	OFFICE EQUIPMENT REP Computer, Copier, Printers, Fax & Typewriter routine care & maintenance	200	200	200
TOTAL			200	200	200
11412	5303	LEGAL SERVICES Primarily used to pay for deeds and other legal papers needed to maintain the Department's legal file.	800	800	800
TOTAL			800	800	800
11412	5308	CONTRACTED SERVICES Primarily used to fund services of professional appraisers or consultants necessary to support the Department's ATB cases and valuation functions.	21,000	20,505	21,000
TOTAL			21,000	20,505	21,000
11412	5381	PRINTING AND BINDING Used to pay for binding and printing of tax commitment books.	1,500	1,500	1,500
TOTAL			1,500	1,500	1,500
11412	5421	OFFICE SUPPLIES (GENERAL) Used to pay for paper, toner, and sundry office supplies necessary to keep the Department operating. It is expected that a substantial amount of this line item will be returned to the GF as a result of the sale over-the-counter copies as well as "Assessors Files" CDs.	3,177	3,300	3,177
TOTAL			3,177	3,300	3,177
11412	5710	IN STATE TRAVEL/MEETINGS Used to pay for professional meetings throughout the year. Eg., Mass. Assessors Association and Essex County Assessors Association, and Assessing Clerk's meetings.	2,000	1,300	2,000
TOTAL			2,000	1,300	2,000
11412	5781	AUTO ALLOWANCE Used to defray expenses associated with personal vehicle use for job related activities.	500	500	500
TOTAL			500	500	500
11412	5860	EQUIPMENT Used to purchase mission related small equipment.	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
TOTAL PROPOSED			30,177	29,105	30,177

Collector

Mission Statement

The Collector's Office shall perform all statutory duties as outlined in MGL, including the collection of real estate, personal property , vehicle and boat excise, parking tickets, city ordinance tickets and other miscellaneous taxes, charges and fees. We strive to assure that customer needs are appropriately addressed and that we always provide excellent customer service. The Collector's Office continually strives to coordinate efforts with other City departments and to lend assistance when we can stream line tasks.

Significant Changes

The Collector's Office has a new staff member that joined our staff in August 2008, when Melissa transferred to the Licensing Department. Erin has been trained at the collection window and will continue cross training on the other responsibilities of the office, as well as getting trained as a passport acceptance agent in Boston. She will be out on maternity leave this summer.

Beginning March 15, 2008 the Collector's Office will be responsible for issuing and keeping track of resident parking stickers, a task that was previously handled in the City Clerks Office. We have worked closely with Kelley and Ryan to use their software, at no additional charge to the City of Salem, to accomplish this transition..

Previous Fiscal Year Accomplishments

- Enhanced the online payment system designed to be more compatible with top internet browsers. New features include an improved routing # and account # control to help reduce input errors by residents, enhanced security measures to ensure all transactions are safe and secure, DIF insurance to ensure that every penny deposited is safe and secure.
- Implementation of the new Resident parking sticker program.
- Two staff members completed the third year of classes at the Mass Treasurers and Collectors school in Amherst.
- We have implemented a new procedure to assist with maintaining our current collection rate in this turbulent financial time. We now notify mortgage servicers on a monthly basis as opposed to annually of tax delinquencies.
- Increase demand fees for delinquent real estate, personal property and excise to \$15. The City should increase revenue at least \$50,000 with this increase.

FY 2010 Goals & Objectives

- We hope to continue to cross-train our staff in all operations of the office to allow for the continued smooth operation of the office during vacation, sick and maternity leave.
- Continue to enhance online payment system and continue to provide public education to increase usage of the system.
- Maintain quality service.
- The goals and accomplishments of the Collectors office can be met if we maintain our current staffing levels. Should we need to reduce our current staffing level due to budget cuts, it will be difficult to assume new responsibilities such as issuing resident parking stickers.

PERFORMANCE INDICATORS

040-Collector

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Passports Processed	0	508	649	450	450
Email Correspondence	30	144	189	150	150
Bills Payments Processed In-House					
Excise Tax	2,725	2,886	8,305	8,000	8,000
Parking Tickets	2,190	4,019	6,753	7,500	7,500
Boat Excise Tax	33	20	123	125	125
Real Estate	50,000	52,884	54,301	51,200	51,200
Personal Property	3,364	3,490	3,306	2,300	2,300
Water/Sewer & Trash	53,663	68,212	72,841	57,500	57,500
Lockbox Payments					
Real Estate / Water/Sewer / Trash (FY06 - lockbox began June 2006)	1,046	42,545	43,042	42,000	42,000
Online Payments - UniBank					
Real Estate	1,491	1,797	2,094	3,000	3,250
Water/Sewer	2,932	3,619	4,049	4,150	4,300
Personal Property	103	150	155	100	125
Trash (Began billing in November 2006)	0	429	378	925	925
Excise Tax	2,634	3,839	3,488	3,925	4,000

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Collector-Personnel									
11461	5111	SALARIES-FULL TIME	177,788.01	184,390.00	183,140.00	178,862.88	186,377.00	187,470.00	187,470.00
11461	5131	OVERTIME (GENERAL)	675.04	500.00	2,750.00	2,633.29	500.00	1,500.00	1,500.00
11461	5141	LONGEVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11461	5150	FRINGE/STIPENDS	773.14	3,950.00	3,700.00	1,658.33	6,850.00	6,850.00	6,850.00
Total Collector-Personnel			179,236.19	188,840.00	189,590.00	183,154.50	193,727.00	195,820.00	195,820.00
Collector-Expenses									
11462	5242	OFFICE EQUIPMENT REP	100.00	100.00	100.00	0.00	500.00	500.00	500.00
11462	5317	EDUCATIONAL TRAINING	853.85	1,000.00	1,000.00	811.49	1,000.00	1,000.00	1,000.00
11462	5381	PRINTING AND BINDING	13,691.51	29,000.00	24,000.00	22,726.43	23,750.00	5,000.00	5,000.00
11462	5421	OFFICE SUPPLIES (GEN	2,126.36	2,600.00	2,775.00	2,686.19	2,600.00	3,000.00	3,000.00
11462	5730	DUES AND SUB	120.00	175.00	0.00	0.00	100.00	100.00	100.00
Total Collector-Expenses			16,891.72	32,875.00	27,875.00	26,224.11	27,950.00	9,600.00	9,600.00
040	146	Department Total	196,127.91	221,715.00	217,465.00	209,378.61	221,677.00	205,420.00	205,420.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
CELI	BONNIE	040 COLLECTOR	11461-5111 CITY COLLECTOR	2/01/2004	54,582.82		1.0	1		1,045.65	1,045.65	54,582.82	54,582.82	1,066.56	55,674.48	55,674.48
HERLIHY	WILLIAM	040 COLLECTOR	11461-5111 HEARING OFFICER		10,660.00	B		52	2	205.00	205.00	10,660.00	10,660.00	205.00	10,660.00	10,660.00
								3.0		Total AFSCME 1818		121,134.77	121,134.77		121,134.77	121,134.77
					65,242.82		4.0	Total Full Time - 5111				186,377.59	186,377.59		187,469.24	187,469.24
All Staff	040 COLLECTOR	11461-5150	Certified Collector Stipends		2,000.00			1		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	040 COLLECTOR	11461-5150	RES PARKING STICKER Stipend					12		250.00	250.00	3,000.00	3,000.00	250.00	3,000.00	3,000.00
	040 COLLECTOR	11461-5150	AFSCME Stipend					3		650.00	950.00	2,850.00	2,850.00	950.00	2,850.00	2,850.00
					2,000.00			Total Fringe - 5150				6,850.00	6,850.00		6,850.00	6,850.00
	040 COLLECTOR	11461-5131	OVERTIME		500.00							500.00	500.00		1,500.00	1,500.00
					67,242.82		4.0	Department Total				193,727.59	193,727.59		195,819.24	195,819.24

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	4.0	4.0	4.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks Old New		FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	
HUTCHINSON	SARAH	040 COLLECTOR	11481-5111	PRINCIPAL CLERK	11/08/2004	40,791.40	1.0	781.45	797.08					41,607.52	41,607.52	41,607.52	41,607.52	
DAVIS	MAUREEN	040 COLLECTOR	11481-5111	PRINCIPAL CLERK	4/24/2007	37,583.40	1.0	781.45	797.08					41,607.52	41,607.52	41,607.52	41,607.52	
RAY	ERIN	040 COLLECTOR	11481-5111	SR ACCOUNT CLERK III	8/1/08		1.0	687.75	701.51	8/1/2008	728.50	4.0 48.2		37,919.72	37,919.72	37,919.72	37,919.72	
						119,146.20	3.0							121,134.77	121,134.77	121,134.77	121,134.77	-

FY 2010 BUDGET DETAIL EXPENSES
EXPENSES

COLLECTOR - 040

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11462	5242	Office Equipment and Repair			
		Copier and fax routine care and maintenance	500	500	500
TOTAL		cleaning and annual drum replacement (not covered by service contract)	500	500	500
11462	5317	Educational Training			
		certification courses for collectors staff	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
11462	5381	Printing and Binding			
		Print real estate and personal property bills	23,750	1,750	5,000
		Inserts for passport applications		-	
		Resident Parking Stickers		-	
TOTAL			23,750	1,750	5,000
11462	5421	Office Supplies			
		Used to pay for paper, toner, printer cartridges, bankers boxes, binders	2,600	2,600	3,000
		adding machine tape and sundry office supplies necessary	-		-
		to keep the department operating			
		Amt increased due to residential parking sticker program taken over by collector's			
TOTAL			2,600	2,600	3,000
11462	5730	Dues & Sub.			
		Treasurer - Collector Associations (2) dues			
		Mass. Treas. & Coll. Assoc.	100	100	100
		Eastern Mass. Treas. & Coll.			
TOTAL			100	100	100
TOTAL PROPOSED			27,950	5,950	9,600

Data Processing Department

Mission Statement

The Data Processing Department continuously strives for excellence by providing cost effective, innovative information management and technological solutions that support the business strategies of the City of Salem. We work to provide a secure environment for data integrity, accessibility, system availability and delivery of information resources to the employees of the City of Salem and the citizens they serve.

Significant Changes

The biggest change within the Data Processing Department was the implementation of a Disaster Recovery Plan for Salem's Munis Financial Database. Every night the Munis database is backed up to secure locations on both the East and West Coasts. Additionally a Citizens Request Management (CRM) system was implemented to provide on-line service requests from the public and answers to frequently asked questions. The CRM also provides detailed statistical reporting options of all services provided by various departments.

Previous Fiscal Year Accomplishments

- Implement off-site Disaster Recovery plan for the Munis Financial Database.
- Purchase 1 laptop and load with applications software for immediate use at Command Headquarters should a disaster occur and also place a printer and supplies at off-site location with complete documentation of procedures.
- Provide Browesaloud Text Reader for salem.com, which allows visually impaired users and foreign language speakers to use salem.com without difficulty by reading aloud the page content.
- Provide more on-line payment features for salem.com
- Implement Citizens Request Management System which allows 24/7 Citizens support and statistical reporting for departments to monitor all service requests.

FY 2010 Goals & Objectives

- Implement off-site Disaster Recovery system of 7 Windows servers to include Exchange and virtualization of 2 servers immediately on-site. All data is backed up to two secure remote sites located on both the East and West coasts.
- Train and test the Disaster Recovery Plans.
- Expand our existing GeoTms building permit modules to include Licensing, Conservation Commission, Zoning board of Appeals, Planning, Historical and Redevelopment Modules.

- Provide PDA/Camera and remote printers for 3 building inspectors for field inspections and the ability to update GeoTms software and print permits and/or stop work orders.
- Implement GeoTms on-line web-based permit payments.
- Replace the Computer Operator position vacated due to retirement with a Network/Technical Support Specialist.

PERFORMANCE INDICATORS

070-Data Processing-IT

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Windows Based Server Upgrades	2	4	1	1	N/A
UNIX Based Server Upgrades	N/A	1	N/A	N/A	N/A
Firewall Upgrades	2	5	3	2	1
Virus/AntiSpam Unit for 200 PC's	200	200	200	200	200
Upgrade switches	1	2	8	2	1
PC's Upgraded	5	73	6	4	2
Payroll Warrants	86	86	86	86	86
A/P Warrants	57	58	55	56	57
Networked Sites	9	9	9	9	9
Domain Users Supported	220	227	230	237	239
PC's Supported	178	183	192	195	195
Printers Supported	65	65	68	68	68
saalem.com Website Visits	262,733	525,467	560,466	595,466	632,466
saalem.com Website Downloads	29,500	61,760	127,006	194,006	254,006
Citizens Request Management Depts via web	N/A	N/A	N/A	11	12

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Data Processing-Personnel									
11551	5111	SALARIES-FULL TIME	151,857.70	160,085.00	160,085.00	159,306.36	164,208.00	166,630.00	166,630.00
Total Data Processing-Personnel			151,857.70	160,085.00	160,085.00	159,306.36	164,208.00	166,630.00	166,630.00
Data Processing-Expenses									
11552	5317	EDUCATIONAL TRAINING	8,900.00	10,000.00	5,000.00	5,000.00	4,050.00	4,050.00	4,050.00
11552	5421	OFFICE SUPPLIES (GEN	756.78	800.00	800.00	591.65	800.00	800.00	800.00
11552	5520	SOFTWARE SUPPORT/ENHANCEME]	2,419.01	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
11552	5582	DATA PROCESSING SUPP	4,715.56	4,800.00	4,800.00	4,620.75	4,800.00	4,800.00	4,800.00
11552	5710	IN STATE TRAVEL/MEETINGS	136.09	900.00	900.00	500.00	900.00	900.00	900.00
Total Data Processing-Expenses			16,927.44	19,000.00	14,000.00	13,212.40	13,050.00	13,050.00	13,050.00
070	155	Department Total	168,785.14	179,085.00	174,085.00	172,518.76	177,258.00	179,680.00	179,680.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
CAMPBELL	DIANE	070 DATA PROCESSING	11551-5111 COMPUTER OPERATOR	03301998	39,972.32			1		765.75	-	Retired	Retired	-	Retired	Retired
CLAY	NINA	070 DATA PROCESSING	11551-5111 COMPUTER ANALYST	09201993	50,040.93			1		958.64	958.64	50,040.93	50,040.93	977.81	51,041.75	51,041.75
RUST	JOANNE	070 DATA PROCESSING	11551-5111 MIS DIRECTOR	06041979	64,851.74			1		1,242.37	1,242.37	64,851.74	64,851.74	1,267.22	66,148.77	66,148.77
GROCKI	KEVIN	070 DATA PROCESSING	11551-5111 TECH SERV/COMPUTER	11102001	5,220.00			1		100.00	100.00	5,200.00	5,200.00	102.00	5,324.40	5,324.40
NEW		070 DATA PROCESSING	11551-5111 Network/Tech Support					1				44,115.01	44,115.01		44,115.01	44,115.01
					160,084.98	3.1	Total Full Time - 5111					164,207.67	164,207.67		166,629.93	166,629.93
					160,084.98	3.1	Department Total					164,207.67	164,207.67		166,629.93	166,629.93

*Note - Grockie works FT at Library and would assist MIS as needed.

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.0	3.1	3.1	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

DATA PROCESSING - 070

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11552	5317	Educational Training			
		1 GeoTms training days for 6 Building Inspector + Licensing \$300.00 each	1,800	-	1,800
		1 GeoTms training day for Conservation Module (2 employees at \$300.00 each)	600	-	600
		1 GeoTms training day for Zoning Board of Appeals	600	-	600
		1 GeoTms training day for Planning Module	600	-	600
		1 GeoTms training day for Historical/Redevelopment Authority Module 1/2 day	450	-	450
TOTAL			4,050	-	4,050
11552	5421	Office Supplies (General)			
		2 Dozen Blue Pens @ .89 each x 12 = 10.68 per dozen	21	21	21
		2 Dozen Black Pens @ .89 each x 12 = 10.68 per dozen	21	21	21
		2 Dozen Red Pens @ .89 each x 12 = 10.68 per dozen	21	21	21
		25 Bubble Lined Envelopes 10 x 13 @ 1.24 each	31	31	31
		25 Disk/CD Mailers with Tyvek Lining 6 x 8 1/2 @ .78	32	32	32
		3 UPS/Surge protector @ 47.00 each	141	141	141
		3 Monthly Desk Pad Calendars @ 13.99 each	42	42	42
		1 One Year Wall Calendars @ 11.49 each	11	11	11
		Other Office Supplies as required such as staples, post-it notes, writing paper,	372	372	372
		" calculator paper + ink, pencils, magic markers, scotch tape, filing folders,		-	
		" 3 ring binders, steno pads, ruled paper, memo sheets, correction tape,			
		" mailing labels, index tabs and record storage boxes, CD, Copier Toner			
		Belmont Springs Water for Treasury + Data Proc	108	108	108
TOTAL			800	800	800
11552	5520	Software Support/Enhancements			
		DELL/ASAP State Contract Misc network software and licensing fees	2,500	2,500	2,500
TOTAL			2,500	2,500	2,500
11552	5582	Data Processing Supplies			
		Micr Toner for Payroll + Accounts Payable Checks 5 per year @ 307.00 each	1,535	1,535	1,535
		Regular Toner for HP 8000 Laser printer 6 per year = 6 @ \$ 160.00	960	960	960
		Regular Toner for HP 4000 Laser printer 3 per year = @ \$ 120.00	360	360	360
		13 Cases 3 hole punched letter size @ 29.30 case	380	380	380
		9 cases letter size @ 26.98 case	243	243	243
		7 HP LTO Ultrium 600GB Data Cartridge @ \$87.00	609	609	609
		6 HP Ultrium Cleaning Cartridge for 2 servers @ \$ 72.81	437	437	437
		5 HP LTO Ultrium 200GB Data Cartridge for Munis Server @ \$33.82	169	169	169
		2 DLT Cleaning tapes for Assessor server @ \$53.00	107	107	107
TOTAL			4,800	4,800	4,800
11552	5710	In State Travel, meetings			
		2 persons @ \$200.00 each X 2 Munis meetings in Westborough MA	800	800	800
		Gas	100	100	100
TOTAL			900	900	900
TOTAL PROPOSED			13,050	9,000	13,050

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Data Processing-Fixed Costs									
11562	5243	DATA PROCESSING MAINTENANCE	212,551.29	281,432.00	211,432.00	210,749.88	281,432.00	238,235.00	238,235.00
11562	5341	PHONE/DSL/COMMUNICATIONS	15,245.15	12,309.00	12,309.00	11,658.85	11,301.00	11,301.00	11,301.00
	Total	Data Processing-Fixed Costs	227,796.44	293,741.00	223,741.00	222,408.73	292,733.00	249,536.00	249,536.00
070	156	Department Total	227,796.44	293,741.00	223,741.00	222,408.73	292,733.00	249,536.00	249,536.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

DATA PROCESSING - 070 - FIXED COSTS

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11562	5243	DATA PROCESSING MAINTENANCE			
	RECURRING				
		MUNIS Module Annual Support (includes Crystal Reports + Formmunis print solution)	82,939	82,939	82,939
		Munis 4JS GUI Support 69 @ \$60.00	4,140	4,140	4,140
		Munis Informix IDS Workgroup 10-CPU MAINT 2 CPU @ \$2120.00	4,240	4,240	4,240
		MUNIS Disaster Recovery Service SVC-DIS-DR-01	20,735	20,735	20,735
		Munis OS/DBA Contract Services SVC-OSDBA-OS-03	20,735	20,735	20,735
		Retrofit 8 Servers, 49 Printer and 175 PC maintenance \$ 8,247 x 4 quarters	32,988	32,988	32,988
		Retrofit Time + Material for Printer Kits (printer kit = \$350.00 x 15 kits)	5,250	5,250	5,250
		Backup and Disaster Recovery Services for 7 MS Windows Servers with on-site virtualization and Server image/data stored nightly at both East and West Coast data centers	15,540	15,540	15,540
		Essex Craftsman A/C cleaning for 2 units	1,600	1,600	1,600
		Formax Sealer Maintenance	1,436	1,436	1,436
		Minolta Copier Maintenance	1,659	1,659	1,659
		Green Net to keep Salem web address: ci.salem.ma.us	21	21	21
		Domain Discover to keep web address: salem.com	12	12	12
		Building Inspectors and Health Dept GEOTMS Annual Maint	4,943	4,943	4,943
		GeoTms update Assessors to Patriot files recurring maintenance support	1,500	1,500	1,500
		Iron Mountain Escrow Service for Munis Source Code	275	275	275
		Sonicwall McAfee Anti-Virus for 175 PC's and 7 Servers	7,439	7,439	7,439
		Sonicwall Email Security 300 Device	1,380	1,380	1,380
		Sonicwall Email Security 300 A/V for 200 mailboxes	1,784	1,784	1,784
		Sonicwall Email Protection Subscription Support 24 x 7	1,276	1,276	1,276
		SonicWall Pro 3060 annual 24 x 7 maintenance	2,279	2,279	2,279
		Sonicwall Pro 3060 Backup Device 8x5	647	647	647
		SonicWall 150/170/180 for 12 remote sites 8 x 5 support and maintence	2,100	2,100	2,100
		Network Consulting - 115 hrs @ \$95.00/hr (115hrs/8 hrs day = 14 days for entire year)	10,985	9,000	9,000
		" for Network/Switches/Sonicwall Firewall configuration and troubleshooting		-	-
		Virtual Town Hall Annual application services and hosting for 22 users	6,750	6,750	6,750
		Texthelp for salem.com browsealoud	1,600	1,600	1,600
	Citizen	Citizens Requests support, hosting at \$250.00 per month	3,000	3,000	3,000
	PDA	Building Inspectors PDA module Annual Maint for 3 PDA's	673	-	-
	Conservation	GeoTms Conservation Standard tech support and software upgrades	449	-	-
	Zoning	GeoTms Zoning Board tech support and software upgrades	599	-	-
	Planning	GeoTms Planning tech support and software upgrades	599	-	-
	Redevelopment	GeoTms Redevelopment Authority tech support and software upgrades	449	-	-
	Historical	GeoTms Historical Commission tech support and software upgrades	449	-	-
	Licensing	GeoTms Licensing tech support and software upgrades	599	-	-
	Web Based	GeoTms Web Based salem.com permit payments/on-line permit support	749	-	-
	"	" " hosting at GeoTms to synch with Salem server \$195.00 month x 12	2,340	-	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

DATA PROCESSING - 070 - FIXED COSTS

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
NON-RECURRING					
	Disaster Recovery	One Time Set up of Backup and Recovery Services and on-site NAS Device	1,450	-	-
		UPS and Rack for Nas Device	1,517	1,450	1,450
	GeoTMS	GeoTms Follows:		1,517	1,517
	PDA	3 Building Inspectors PDA/Camera \$500 /Remote printer \$250 adapters \$35 = \$785 x 3	2,355	-	-
	Building	3 Buidling Inspectors PDA GeoTms Licenses \$1,495 x 3	4,485	-	-
	Inspectors	GeoTms Load PDA software, sync, add lists in PDA and Train 3 inspectors	1,500	-	-
	Conserv	GeoTms Conservation Commission module for 1 concurrent license	2,995	-	-
	Zoning	GeoTms Zoning Board of Appeals for 1 concurrent license	3,995	-	-
	Planning	GeoTms Planning Module for 1 concurrent license	3,995	-	-
	Redevelopment	GeoTms Redevelopment Authority for 1 concurrent license	2,995	-	-
	Historical	GeoTms Historical Commission for 1 concurrent license	2,995	-	-
	Licensing	GeoTms Licensing Module for 1 concurrent license	3,995	-	-
	Web Based	GeoTms Web Based salem.com permit payments/on-line permit	4,995	-	-
			281,432	238,235	238,235
11562	5341	PHONE\DSL\COMMUNICATIONS			
		Comast for 93/120 Washington @ 190 per month	2,280	2,280	2,280
		Disaster Recovery Comcast from 120 Wash to Fire Dept	2,280	2,280	2,280
		COA/Library/Electrical/Cemetery/Police/DPW Comcast 6 sites @ \$65.00 mo = \$390 per month	4,680	4,680	4,680
		Parking Dept DLS at \$65 mo x 12 = \$780.00	780	780	780
		2 Business Phone Lines used as Data lines \$53.36 x 12 months	1,281	1,281	1,281
			11,301	11,301	11,301
TOTAL			11,301	11,301	11,301
TOTAL PROPOSED FIXED COSTS			292,733	249,536	249,536

Data Processing Department - GIS

Mission Statement

The GIS Administrator continuously strives for excellence by providing cost effective, innovative spatial information management and mapping solutions that support the business strategies and decision-making processes of the City of Salem. The Administrator works to provide a secure environment for spatial data integrity and delivery of information to the employees of the City of Salem and the citizens they serve.

Significant Changes

The GIS Administrator has supervised an intern from the Salem State Geography Department since January, 2008.

Previous Fiscal Year Accomplishments

- Provided extensive mapping support and data management for several City departments and their contractors, including Planning & Community Development, Engineering, the Mayor's Office, Public Health, Assessing, Public Works, School Department, Police and Building.
- Updated assessor parcel maps for FY09 in-house, resulting in significant cost savings.
- Worked with the Engineering department, MassGIS and outside consultants to obtain new (April 2008) high resolution city-wide aerial images and new planimetric data (including two-foot elevation contours), representing a significant increase in in-house spatial data.
- Supervised an intern from the Salem State College Geography department working toward developing a master address list for the City for use by all departments. Benefits will include streamlined data extraction and spatial integration and ensuring uniformity in permitting and licensing information across departments.
- Updated all data acquired from MassGIS to reflect the most recently available data.
- Developed spatial data distribution policy and fee structure.
- Continued to provide the Planning & Community Development Office with training and support for Pictometry, Inc.'s Electronic Field Study software.
- Provided the Police Department and Planning & Community Development office with ArcView 9.3 licenses and technical support.
- Worked with Applied Geographics to develop scope of work to upgrade the City's web-based GIS portal's functionality and performance.

FY 2010 Goals & Objectives

- Work with Salem State College interns to develop a City-wide master address list to be used by all departments in permitting and licensing data entry.
- Collect and update drainage, sewer and other data as necessary using GPS unit.
- Continue to maintain and update, as necessary, all spatial data including parcels, easements, street centerlines and road condition.

- Continue to provide existing map support and data management for departments City-wide.
- Determine the level of need for additional ArcView licenses and employees or interns under the GIS umbrella to further the City's GIS initiatives.

PERFORMANCE INDICATORS

070-GIS

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
ESRI Software Upgrades	N/A	N/A	1	1	1
ESRI Survey Extensions	N/A	N/A	N/A	1	1
MAPS produced for Departments	N/A	107	138	200	230
Maps available on City website	N/A	N/A	6	15	20
GIS Website Usage (Visitors/year)	N/A	6,200	12,300	13,400	14,200

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Data Processing-GIS-Personnel									
11571	5111	SALARIES-FULL TIME	27,928.82	31,504.00	31,504.00	31,504.24	31,504.00	32,134.00	32,134.00
Total Data Processing-GIS-Personnel			27,928.82	31,504.00	31,504.00	31,504.24	31,504.00	32,134.00	32,134.00
Data Processing-GIS-Expenses									
11572	5317	EDUCATIONAL TRAINING	0.00	2,000.00	2,000.00	1,775.51	0.00	0.00	0.00
11572	5320	CONTRACTED SERVICES	20,000.00	5,000.00	5,528.00	5,528.00	5,712.00	5,712.00	5,712.00
11572	5421	OFFICE SUPPLIES (GEN	4,944.15	4,000.00	3,472.00	3,314.50	2,717.00	2,717.00	2,717.00
11572	5520	SOFTWARE SUPPORT/ENHANCEMEI	0.00	0.00	0.00	0.00	2,225.00	2,225.00	2,225.00
11572	5710	IN STATE TRAVEL/MEETINGS	0.00	650.00	650.00	487.09	575.00	575.00	575.00
Total Data Processing-GIS-Expenses			24,944.15	11,650.00	11,650.00	11,105.10	11,229.00	11,229.00	11,229.00
070	157	Department Total	52,872.97	43,154.00	43,154.00	42,609.34	42,733.00	43,363.00	43,363.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name		Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010				
LEVINE	TRILLIUM	070 DATA PROCESSING-GIS	11571-5111	GIS		52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2					
						31,503.30		0.6	60%		1,005.85	1,005.85	31,503.30	31,503.30	1,025.97	32,133.37	32,133.37				
						31,503.30	Total Full Time - 5111											31,503.30	31,503.30	32,133.37	32,133.37
						Remaining budget in water/sewer															
						31,503.30	0.6	Department Total					31,503.30	31,503.30		32,133.37	32,133.37				

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.6	0.6	0.6	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

DATA PROCESSING - 070 - GIS

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11572	5320	Contracted Services			
		Contractual Agreements for GIS services			
		-Applied Geographics, Inc. Annual Web Hosting fee	3,000	3,000	3,000
		-MAPC Pictometry one-time technical support fee	184	184	184
		- ESRI Single floating ArcInfo license annual maintenance fee	2,528	2,528	2,528
TOTAL			5,712	5,712	5,712
11572	5421	Office Supplies			
		20 36" x 150' Rolls of 24 lb. paper for plotter @ 33.00/ea	660	495	660
		2 42" x 150' Rolls of 24 lb. paper for plotter @ 60.00/ea	120	120	120
		21 Inkjet Cartridges for HP DesignJet 5500 Plotter @ 44.00/ea	924	880	924
		1 Box Quill 5160 Laser Address Labels @ 32.00/ea	32	0	32
		5 Reams Quill 11" x 17" Multi-Purpose copy paper @ 18.00/ea	90	54	90
		2 Packs of 10 Quill padded CD mailers @ 25.00/ea	50	25	50
		1 Pack 50 Verbatim Slim CD Jewel Cases	21	21	21
		1 Retractable USB to Mini USB Sync Cable	19	0	19
		1 12-Pack AA Energizer batteries	16	16	16
		1 Pack Innovera Cable managers	11	11	11
		1 Executive Posture Chair w/cutout feature	699	0	699
		1 Redmond Monitor Stand	75	0	75
TOTAL			2,717	1,622	2,717
NEW	5520	Software Support/Enhancements			
		Arcinfo 9.3 - Survey Analyst Extension	2,225	2,225	2,225
TOTAL			2,225	2,225	2,225
	5710	In-State Travel & Meetings			
		ArcGIS Survey Analyst: Maintaining Land Records Using the Cadastral Editor	575	575	575
TOTAL			575	575	575
TOTAL PROPOSED			11,229	10,134	11,229

Finance

Mission Statement

The mission of the Finance Department is to present a complete and accurate statement of the City's financial condition. It is responsible for all financial and accounting activities in the City of Salem. Many of these activities are prescribed by Massachusetts General Laws to insure the fair assessment and collection of revenues and the proper disbursement of funds to meet approved expenditures. These activities are guided by the City Charter and Ordinances, sound financial and accounting business practices, and adherence to the Massachusetts General Laws.

Significant Changes

In January 2009, the City of Salem received notice of FY 2009 local aid revenue cuts (9C) from the Commonwealth of Massachusetts in the amount of \$836,631.00. In Mid February, the Finance Department worked with the Mayor and Department heads to cut \$557,550.00 from the FY 2009 budget. The additional funds were covered through increases in demand fee revenues and negotiated service separation agreements with several employees. These combined initiatives helped to offset the FY 2009 9C cuts. We anticipate FY 2010 to be a challenging year as well with further local aid reductions due to the economic slowdown. The finance department has begun a comprehensive payroll audit that will ensure that all weekly and bi-weekly payrolls are being processed and paid per the terms of the union agreements. This audit will continue into FY10 as long as the funds remain available. The Finance Department continues to work with the School Business Office to implement policies and procedures that are clear, concise, and up to date. The Finance Department and School Business Manager continue to explore strategies that will streamline and strengthen the finances of the City. The Finance Department received its first GFOA Distinguished Budget Presentation Award for the FY 2009 budget and will work to continue that effort in FY 2010 and beyond.

Previous Fiscal Year Accomplishments

- Received the GFOA Distinguished Budget Presentation Award for the FY 2009 budget on February 18, 2009.
- Established written policies and procedures that addressed deficiencies in the internal controls of both the school and city's finances.
- Stabilized health insurance costs by procuring and securing new coverage through Blue Cross/Blue Shield.
- Promoted continuing education for all department heads under the direction of the Finance Director.
- Converted Workers Compensation insurance from self-insured to premium based with MIIA.
- Negotiated a three year contract with the Superior Police Officers that included benefit modifications FY08 to FY10.

FY 2010 Goals & Objectives

- Complete a comprehensive payroll audit and establish centralized payroll using MUNIS time and attendance module to its maximum potential.

- Establish policies and procedures to do internal audits of various municipal offices.
- Purchase and implement fixed asset software.
- Improve the GFOA budget as per recommendations by review committee.
- Implement new accounting procedures to adhere to the ARRA stimulus funds as required by the Federal Government.
- Settle outstanding contract with Salem Patrolmen (currently in arbitration with the joint labor management committee).
- Strategize with Mayor and Human Resource director on cost saving measures for all employee benefits, including health insurance, dental insurance, life insurance, and Medicare.
- Review all departmental revenues with each department and make recommendations to the Mayor for potential revenue enhancements.
- Review all departmental expenditures with each department and make recommendations to the Mayor for potential cost savings.
- Continue to work with the collective bargaining units on employee benefit modifications.
- Prepare to negotiate with collective bargaining units for new contracts, most of which expire in FY 2010.

PERFORMANCE INDICATORS

090-Finance

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
# Accounts Payable Invoices Processed Annually	29,686	30,137	30,150	30,200	30,200
Reports To DOR by Deadline					
Schedule A - Due 10/31	100%	100%	100%	100%	100%
Snow & Ice - Due 9/15	100%	100%	100%	100%	100%
Schedule of Indebtedness - Due 9/30	100%	100%	100%	100%	100%
Reports to Council Within 15 Days of closing					
Administration & Finance Committee Reports	100%	100%	100%	100%	100%
City Council Monthly Reports	100%	100%	100%	100%	100%
Financial Policies					
20% of Free Cash certified to Stabilization Fund*	246,663	107,675	138,230	222,990	222,990
	10%	20%	20%	20%	20%
20% of Free Cash certified to Capital Improvement Project Fund*	0	0	0	222,990	222,990
				20%	20%
<i>*Note - FY 2009 amounts are actual amounts transferred</i>					
Retirement Stabilization Fund	0	0	0	400,000	325,000
Tax Recapitulation Sheet Transfers or Additional Transfers					
Stabilization Fund	0	86,099	0	500,000	0
Capital Improvement Project Fund	0	0	125,000	75,000	100,000

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Finance-Personnel									
11351	5111	SALARIES-FULL TIME	210,874.31	225,096.00	225,096.00	214,192.62	225,911.00	229,597.00	229,597.00
11351	5131	OVERTIME (GENERAL)	71.92	200.00	200.00	134.37	200.00	200.00	200.00
11351	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	950.00	950.00	950.00
Total Finance-Personnel			211,346.23	225,946.00	225,946.00	214,976.99	227,061.00	230,747.00	230,747.00
Finance-Expenses									
11352	5320	CONTRACTED SERVICES	17,000.00	20,000.00	14,000.00	10,071.50	19,000.00	19,000.00	19,000.00
11352	5381	PRINTING AND BINDING	0.00	200.00	200.00	167.00	200.00	200.00	200.00
11352	5421	OFFICE SUPPLIES (GEN	1,917.23	1,800.00	2,600.00	2,596.44	2,100.00	2,100.00	2,100.00
11352	5423	BUDGET PREPARATION	1,520.22	1,500.00	1,500.00	1,045.21	1,400.00	1,400.00	1,400.00
11352	5710	IN STATE TRAVEL/MEETINGS	1,075.88	2,800.00	1,272.00	677.17	2,485.00	2,485.00	2,485.00
11352	5730	DUES AND SUB	1,039.00	1,100.00	1,228.00	1,213.00	1,100.00	1,100.00	1,100.00
11352	5780	OTHER Expenses	735.37	200.00	1,800.00	1,665.59	200.00	200.00	200.00
Total Finance-Expenses			23,287.70	27,600.00	22,600.00	17,435.91	26,485.00	26,485.00	26,485.00
090	135	Department Total	234,633.93	253,546.00	248,546.00	232,412.90	253,546.00	257,232.00	257,232.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
BRIDGMAN NINA	090 FINANCE/AUDITING	11351-5111	ASSISTANT FINANCE DIR	07061982	60,320.97		1.0	1		1,155.57	1,155.57	60,320.97	60,320.97	1,178.89	61,527.39	61,527.39
FULL DIANNE	090 FINANCE/AUDITING	11351-5111	OFFICE MANAGER	11/1/2004	43,732.47		1.0	1		837.79	837.79	43,732.47	37,490.04	854.54	44,607.12	44,607.12
VISCAY RICHARD	090 FINANCE/AUDITING	11351-5111	FINANCE DIR/AUDITOR	3/6/06	80,250.10		1.0	1		1,537.36	1,537.36	80,250.10	80,250.10	1,568.11	81,855.10	81,855.10
							1.0			Total AFSCME 1818		41,607.31	41,607.31		41,607.31	41,607.31
					184,303.54		4.0	Total Full Time - 5111				225,910.84	219,668.42		229,596.92	229,596.92
	090 FINANCE/AUDITING	11351-5131	Overtime		200.00							200.00	200.00		200.00	200.00
	090 FINANCE/AUDITING	11351-5150	AFSCME Stipend		2,600.00				1	650.00	950.00	950.00	950.00	950.00	950.00	950.00
												227,060.84	220,818.42		230,746.92	230,746.92
					184,303.54		4.0	Department Total								

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	4.0	4.0	4.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET	F	Rate	Rate	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
					FY 2009	T	FY 2009	FY 2010	Date	Rate	# Wks	Dept 10% Reduction		Mayor	Council		
					52.2	E	2.0%	2.0%			Old	New		FY 2010	FY 2010	FY 2010	
GIUNTA	JUDITH	090 FINANCE/AUDITING	11351-5111	PRINC ACCT CLERK	06171996	40,791.48	1.0	781.45	797.07				41,607.31	41,607.31	41,607.31	41,607.31	

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Finance Department - 090

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11352	5320	Contracted Services			
		Funds to be used for operational audits of department to ensure compliance with Fed, State, and Local regulations and sound business practices.	19,000	-	19,000
TOTAL			19,000	-	19,000
11352	5381	Printing & Binding			
		Letter Head, Envelopes, Writing Pads	200	200	200
TOTAL			-	-	-
11352	5421	Office Supplies			
		3 Hole - Laser Paper 20 Cases @ 33.30	666	666	666
		Laser Printer Cartridges - 5 @ 120.00	600	600	600
		4 @ 25.00	100	100	100
		Copier Paper - Laser paper 5 cases @ 31.00	455	455	455
		Misc Supplies - Pens, paper, file folders, hanging folders, adding machine tape	279	279	279
		Binders for Payroll & budget, dividers, etc.			
TOTAL			2,100	2,100	2,100
11352	5423	Budget Preparation			
		Binders For Budget	340	340	340
		Dividers/Cover Papers/File Folders/Labels/Pocket Folders	200	200	200
		Toner Cartridges - Printer/Copier 3 @ 120. 00	360	360	360
		Misc Supplies	500	500	500
TOTAL			1,400	1,400	1,400
11352	5710	Instate Travel/ Meeting			
		Munis Seminars and Training as needed	1,000	1,000	1,000
		Accounting School ~ Finance Director and Asst Finance Director	1,300	1,300	1,300
		Mileage, tolls, etc.	185	72	185
TOTAL			2,485	2,372	2,485
11352	5730	Dues and Subscriptions			
		Eastern Massachusetts Municipal of Auditors/Accountants	60	60	60
		Publications - Financial, GASB, GAO, MMA, MGFOA, etc.	500	500	500
		MMAAA membership	260	260	260
		GFOA Membership	280	280	280
TOTAL			1,100	1,100	1,100
11352	5780	Other Expenses			
		Water Cooler Rental/Water	60	60	60
		Other Misc	140	140	140
TOTAL			200	200	200
TOTAL PROPOSED			26,485	7,372	26,485

Parking

Mission Statement

Provide pleasant and secure parking services to customers, while maintaining courteous and helpful assistance to the general public.

Significant Changes

The significant changes for the department were improved security and updating old equipment to better use current technology.

Previous Fiscal Year Accomplishments

- Record revenue for lots and meters October.
- Record revenue for Garage October.
- Line and define all downtown parking meters.
- Malfunctioning meters repaired within 24 hours.
- Initiated garage structure survey.
- Maintained preventative maintenance schedule.
- New entrance gate at Church St. lot

FY 2010 Goals & Objectives

- Initiate new meter control coin pick up
- Initiate Pay and Display units.
- Paint South Harbor parking garage.
- Maintain revenue collection with poor economy and budget restraints.
- Refresh office.
- Improve hand held computer system.

PERFORMANCE INDICATORS

180-Parking Department

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Parking Fines collected	\$ 741,891	\$ 844,980	\$ 947,840	\$ 960,000	\$ 975,000
Parking Garage revenue	\$ 957,642	\$ 1,040,943	\$ 993,107	\$ 975,000	\$ 1,100,000
Parking Lot / Meter revenue	\$ 592,189	\$ 672,750	\$ 657,924	\$ 635,000	\$ 1,100,000
Parking citations issued	43,085	47,022	43,119	43,000	40,000
Parking citation dollar value	\$ 524,494	\$ 549,625	\$ 683,380	\$ 681,000	\$ 500,000

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Parking Department-Personnel									
14811	5111	SALARIES-FULL TIME	329,394.27	345,404.00	345,404.00	341,067.50	321,138.00	323,500.00	323,500.00
14811	5113	SALARIES-PART TIME	108,938.32	127,938.00	121,938.00	113,702.31	107,940.00	107,940.00	107,940.00
14811	5118	SEASONAL LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14811	5131	OVERTIME (GENERAL)	1,392.45	1,500.00	2,500.00	2,033.67	1,500.00	1,500.00	1,500.00
14811	5150	FRINGE/STIPENDS	2,440.38	4,550.00	4,550.00	4,550.00	5,700.00	5,700.00	5,700.00
Total Parking Department-Personnel			442,165.42	479,392.00	474,392.00	461,353.48	436,278.00	438,640.00	438,640.00
Parking Department-Expenses									
14812	5211	ELECTRICITY	74,879.81	79,000.00	78,927.00	78,927.00	79,000.00	79,000.00	79,000.00
14812	5255	BUILDING/EQUIP MAINT	45,309.61	35,000.00	34,401.00	32,247.85	37,000.00	37,000.00	37,000.00
14812	5341	TELEPHONE	4,710.56	5,700.00	3,600.00	3,600.00	5,700.00	5,700.00	5,700.00
14812	5381	PRINTING AND BINDING	8,267.62	7,000.00	7,000.00	6,999.89	7,000.00	7,000.00	7,000.00
14812	5421	OFFICE SUPPLIES (GEN	2,301.82	2,500.00	2,500.00	2,264.54	2,500.00	2,500.00	2,500.00
14812	5521	PARKING TICKETS	0.00	1,000.00	0.00	0.00	1,000.00	1,000.00	1,000.00
14812	5710	IN STATE TRAVEL/MEETINGS	0.00	2,000.00	772.00	771.78	2,000.00	2,000.00	2,000.00
14812	5720	OUT OF STATE TRAVEL	1,304.91	0.00	0.00	0.00	0.00	0.00	0.00
14812	5860	EQUIPMENT	572.62	2,500.00	2,500.00	2,451.12	2,500.00	2,500.00	2,500.00
Total Parking Department-Expenses			137,346.95	134,700.00	129,700.00	127,262.18	136,700.00	136,700.00	136,700.00
180	481	Department Total	579,512.37	614,092.00	604,092.00	588,615.66	572,978.00	575,340.00	575,340.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
PEZZULO NICOLAS	180 PARKING DEPT	14811-5111	SHIFT SUPERVISOR		34,096.18		1.0	1		573.94	573.94	29,959.67	29,959.67	585.42	30,558.86	30,558.86
HACKER JAMES	180 PARKING DEPT	14811-5111	PARKING DIRECTOR	05012001	52,644.32		1.0	1		1,008.51	1,008.51	52,644.32	52,644.32	1,028.68	53,697.21	53,697.21
SULLAWAY ALAN	180 PARKING DEPT	14811-5111	PARKING SUPERVISOR	09/04/03	35,497.19		1.0	1		680.02	680.02	35,497.19	35,497.19	693.62	36,207.14	36,207.14
GUY JANE	180 PARKING DEPT	14811-5111	BOARD CLERK	07061987	840.00	B			12	-	-	840.00	840.00	-	840.00	840.00
							6.0			Total AFSCME 1818		202,196.42	202,196.42		202,196.42	202,196.42
					123,077.70		9.0	Total Full Time - 5111				321,137.60	321,137.60		323,499.63	323,499.63
CASHIERS/MAINT/SECURITY	180 PARKING DEPT	14811-5113	5-1 to 11-30		72,005.25	P		200	31	9.50	9.50	62,005.25	62,005.25	9.50	62,005.25	62,005.25
CASHIERS/MAINT/SECURITY	180 PARKING DEPT	14811-5113	12/1 to 4/30		31,620.75	P		100	21	9.50	9.50	21,620.75	21,620.75	9.50	21,620.75	21,620.75
MAINTENANCE (2 PART TIMERS)	180 PARKING DEPT	14811-5113	7-1-06 TO 6-30-07		-	P		38	52	-	-	-	-	-	-	-
HAUNTED HAPPENINGS	180 PARKING DEPT	14811-5113	October		1,392.00	P		0	0	9.50	9.50	1,394.00	1,394.00	9.50	1,394.00	1,394.00
VACATIONS & HOLIDAYS	180 PARKING DEPT	14811-5113	July - June (not Oct)		4,320.00	P		0	0	9.50	9.50	4,320.00	4,320.00	9.50	4,320.00	4,320.00
METER MAID - PART TIME	180 PARKING DEPT	14811-5113	5-1 to 11-30		18,600.00	P		40	31	15.00	15.00	18,600.00	18,600.00	15.00	18,600.00	18,600.00
					127,938.00			Total Part Time - 5113				107,940.00	107,940.00		107,940.00	107,940.00
	180 PARKING DEPT	14811-5131	OVERTIME		1,500.00							1,500.00	1,500.00		1,500.00	1,500.00
	180 PARKING DEPT	14811-5150	FRINGE		4,550.00				6.0	650.00	950.00	5,700.00	5,700.00	950.00	5,700.00	5,700.00
					251,015.70		9.0	Department Total				436,277.60	436,277.60		438,639.63	438,639.63

*Note - Part-Time Cashier positions eliminated for Church Street Lot due to installation of Pay and Display units to go on-line 7/1/2009

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	10.0	10.0	9.0	-1.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old	Now					
BATES	MARK	180 PARKING DEPT	14811-5111	METER REPAIR PERSON	2/14/2000	39,512.74	1.0	756.95	772.09					40,303.00	40,303.00	40,303.00	40,303.00	
GRENADER	BELA	180 PARKING DEPT	14811-5111	CASHIER STEP	01021992	24,235.52	1.0	464.28	473.57					24,720.23	24,720.23	24,720.23	24,720.23	
KIRNOS	MICHAEL	180 PARKING DEPT	14811-5111	CASHIER STEP	12301991	24,235.41	1.0	464.28	473.57					24,720.12	24,720.12	24,720.12	24,720.12	
RAMSDELL	DAWNE	180 PARKING DEPT	14811-5111	METERMAID STEP	08311998	37,350.07	1.0	715.52	729.83					38,097.07	38,097.07	38,097.07	38,097.07	
STEWART	JOYCE	180 PARKING DEPT	14811-5111	CASHIER STEP	01021992	24,235.52	0.0	464.28	-					-	-	-	-	
MERRIL	GLORIA	180 PARKING DEPT	14811-5111	METERMAID STEP	7/14/04	37,349.85	1.0	715.51	729.82					38,096.84	38,096.84	38,096.84	38,096.84	
WONG	MICHAEL	180 PARKING DEPT	14811-5111	GARAGE MAINT	7/19/2007	35,406.70	1.0	681.00	694.62					36,259.16	36,259.16	36,259.16	36,259.16	
						222,325.80	6.0							202,196.42	202,196.42	202,196.42	202,196.42	-

*Note - 1 FT Cashier position eliminated for Church Street Lot due to installation of Pay and Display units to go on-line 7/1/2009

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Parking Department - 180

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14812	5211	ELECTRICITY			
		Museum Place	48,000	48,000	48,000
		South Harbor	20,000	20,000	20,000
		Church St	3,000	3,000	3,000
		Sewall St.	2,000	2,000	2,000
		Delandes	3,000	3,000	3,000
		Charter & Crombie Lot	3,000	3,000	3,000
TOTAL			79,000	79,000	79,000
14812	5255	BUILDING/EQUIP MAINT			
		Roto Rooter	2,225	2,225	2,225
		Amano/McGann Misc. Repairs / Updates (Older equipment)	3,500	3,500	3,500
		Misc. Meter Supplies	464	464	464
		Lighting Material	1,000	1,000	1,000
		Elevator monitoring contract	1,500	1,500	1,500
		Meter Batteries	3,400	3,400	3,400
		Elevator Contract	10,011	10,011	10,011
		Elevator repairs (Older equipment)	2,000	2,000	2,000
		Daily Maint/repairs	1,500	1,500	1,500
		Paint - Traffic strip - white, yellow, blue	1,525	1,525	1,525
		Eastern Bag Maint. Supplies	3,000	3,000	3,000
		toilet tissue, trash can liners, white fold towels, graffiti remover, deoderizer, glass cleaner, misc brooms/mops, pvc gloves, trash bags, asst tape, rags, bleach, citrus cleaner, bands, caution tape, lysol spray, electrical tape, duct tape	2,615	2,615	2,615
		driveway sealer	60	60	60
		Vehicle maint. (new) (Repair parts for vehicles)	2,000	2,000	2,000
		Meter pole repairs (Anticipated 2 hour changeover)	2,200	2,200	2,200
TOTAL			37,000	37,000	37,000
14812	5341	TELEPHONE			
		At&T\$200.00 Monthly	2,400	1,600	2,400
		Verizon	1,600	950	1,600
		Telephone repairs (Responsible for dept. phone repairs)	500	250	500
		2 Modems	1,200	1,200	1,200
TOTAL			5,700	4,000	5,700
14812	5381	PRINTING AND BINDING			
		Garage/Lot Tickets:	3,000	3,000	3,000
		Discount Parking Stamps:			
		10,000 12 hour parking stamps	2,274	2,274	2,274
		5,000 1 hour parking stamps	1,726	1,726	1,726
TOTAL			7,000	7,000	7,000

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Parking Department - 180

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14812	5421	OFFICE SUPPLIES			
		ribbons for printers, spitter ribbons, pens, paper clips, adding machine rolls, register rolls, elastics, note pads, copier paper, file folders, time cards, message pads, scotch tape, toner, staples, coin envelopes ribbons, printer paper, pencils, copier & printer ink.	2,500	2,000	2,500
TOTAL			2,500	2,000	2,500
14812	5521	PARKING TICKETS	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
14812	5710	In State Travel/Meeting			
		Training and meetings	2,000	1,000	2,000
TOTAL			2,000	1,000	2,000
14812	5860	Equipment			
			2,500	2,500	2,500
TOTAL			2,500	2,500	2,500
Total proposed			136,700	133,500	136,700

Purchasing – General Admin

Mission Statement

To assist all departments of the city in the procurement of equipment, supplies, and services at the lowest cost, consistent with the quality and service rendered, while following regulations and sound business practices.

Significant Changes

None

Previous Fiscal Year Accomplishments

- Purchasing continues to provide a steady flow of Goods and Services to the various city departments to meet their needs.

FY 2009 Goals & Objectives

- Continue to provide an efficient means for procurement of goods and services.
- Solicit a request to the Mayor and City Council to increase the threshold to \$25, 000 for formal bid requests.
- Obtain a membership in the Metropolitan Area Purchasing Council to take advantage of Regional Purchasing.
- Attend Massachusetts Association of Public Purchasing Official meetings to keep current with the Commonwealths Purchasing Guidelines, Requirements, Laws, and obtain credits towards certification requirements as a Massachusetts Certified Public Purchasing Officer.

PERFORMANCE INDICATORS

240-Purchasing

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Bids and RFP's	49	49	54	50	50
Purchase Orders	8,606	8,401	9,215	8,000	8,000

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Purchasing-Personnel									
11381	5111	SALARIES-FULL TIME	97,867.42	99,819.00	99,819.00	99,821.58	100,635.00	101,816.00	101,816.00
11381	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	950.00	950.00	950.00
Total Purchasing-Personnel			98,267.42	100,469.00	100,469.00	100,471.58	101,585.00	102,766.00	102,766.00
Purchasing-Expenses									
11382	5306	ADVERTISING	17,425.44	14,000.00	27,164.00	25,868.50	13,000.00	14,000.00	14,000.00
11382	5381	PRINTING AND BINDING	359.64	500.00	500.00	182.00	500.00	500.00	500.00
11382	5421	OFFICE SUPPLIES (GEN	1,200.01	1,250.00	1,390.00	1,378.34	1,000.00	1,250.00	1,250.00
11382	5710	IN STATE TRAVEL/MEETINGS	212.20	450.00	450.00	351.47	600.00	450.00	450.00
11382	5730	DUES AND SUB	150.00	250.00	250.00	150.00	250.00	250.00	250.00
11382	5851	OFFICE EQUIPMENT	702.91	300.00	160.00	159.99	300.00	300.00	300.00
Total Purchasing-Expenses			20,050.20	16,750.00	29,914.00	28,090.30	15,650.00	16,750.00	16,750.00
240	138	Department Total	118,317.62	117,219.00	130,383.00	128,561.88	117,235.00	119,516.00	119,516.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
HILL	ALBERT	240 PURCHASING	11381-5111	PURCHASING AGENT	03161998	59,027.34	1.0	28		1,130.79	1,130.79	59,027.34	52.2	1,153.41	60,207.89	60,207.89
							1.0			Total AFSCME 1819		41,607.31	41,607.31		41,607.31	41,607.31
						59,027.34	2.0	Total Full Time - 5111				100,634.65	87,797.31		101,815.19	101,815.19
	240 PURCHASING	11381-5150	AFSCME Fringe		650.00			1.0	650.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00
						59,027.34	2.0	Department Total				101,584.65	88,747.31		102,765.19	102,765.19

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.0	2.0	2.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hiro Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
									Date	Rate	# Wks Old	Now					
FOLEY	ELIZABETH	240 PURCHASING	11381-5111	PRINCIPAL CLERK III	09151986		40,791.48	1.0	781.45	797.07		41,607.31	41,607.31	41,607.31	41,607.31		

FY 2010 DETAIL BUDGET REPORT
EXPENSES

PURCHASING - 240

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11382	5306	Advertising Requirement to solicit bids and Proposals	13,000	14,000	14,000
TOTAL			13,000	14,000	14,000
11382	5381	Printing and Binding Office Envelopes Varies every year according to amount of correspondence, bid packages and memos to all departments	500	500	500
TOTAL			500	500	500
11382	5421	Office Supplies (General) File folders hanging folders, envelopes, pens, pencils, large envelopes for Bid and Proposal packages, binder clips, ink cartridges for fax machine & toner for HP Printer located in Purchasing =	1,000	1,250	1,000
TOTAL			1,000	1,250	1,250
11382	5710	In State Travel and Meetings Professional Organizations and State sponsored courses to sustain Purchasing Certification Massachusetts Association of Public Purchasing Officials Monthly Meetings located in different Towns and Cities of the Commonwealth.	250	100	100
TOTAL			350	350	350
11382	5730	Dues and Subscriptions Goods and Services Bulletin and any other necessary publications, est = MAPPO yearly membership = Payable each May	100	100	100
TOTAL			150	150	150
11382	5851	Office Equipment Misc office equipment as needed	300	300	300
TOTAL			300	300	300
TOTAL PROPOSED			15,650	16,750	16,750

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Purchasing-Fixed Costs									
11392	5341	TELEPHONE-NEXTELS	23,999.96	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00
11392	5422	PHOTOCOPY MACHINE & SUPPLIES	38,393.00	30,181.00	40,981.00	38,624.63	30,181.00	39,000.00	39,000.00
Total Purchasing-Fixed Costs			62,392.96	54,181.00	64,981.00	62,624.63	54,181.00	63,000.00	63,000.00
240	139	Department Total	62,392.96	54,181.00	64,981.00	62,624.63	54,181.00	63,000.00	63,000.00

**FY 2010 DETAIL BUDGET REPORT
EXPENSES**

PURCHASING - FIXED COSTS 240

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11392	5341	Telephone-NEXTELS			
		Nextels - Cemetery, City Clerk, Electrical, Mayor, Park, Parking, Planning, Public Property, Public Services, Veterans	24,000	24,000	24,000
TOTAL			24,000	24,000	24,000
11392	5422	Photocopy Machine			
		Xerox Copier Model # WC7132 Located 2nd Flr. City Hall. Lease Payment, \$253.71 Per Month x 12 Months =	3,045	3,045	3,045
		Xerox Copier Model # W5655 Located 3rd Flr. City Hall Annex. Lease Payment, \$598.75 Per Month x 12 Months =	7,185	7,185	7,185
		Cannon Copier Ser. # JAE 0314 Located at DPW Garage. Lease Payment, \$218.90 Per Month x 12 Months =	2,627	2,627	2,627
		Xerox Copier Model # WC7132 Located in City Clerks Office. Lease Payment, \$233.67 Per Month x 12 =	2,804	2,804	2,804
		Xerox Copier Model # W5638 Located in City Clerks Office, Lease Payment, \$399.07 Per Month x 12=	4,789	4,789	4,789
		Canon Copier Model # IRC2880 Located 3rd Floor City Hall. Lease Payment, \$270.00 Per Month x 12 Months=	3,240	3,240	3,240
		Cannon Copier Model # IRC2880 Located in Mayor's Office< Lease Payment, \$270.00 Per Month x 12 =	3,240	3,240	3,240
		Annual Maintenance Fee for Cannon Copier located in Mayor's Office =	252	252	252
		Toner, Staples and Paper. Annualized est. =	3,000	6,000	6,000
		<i>ADD MONEY FOR OVERAGE CHARGES IN FY 2010 Budget</i>		5,000	5,819
TOTAL			30,181	38,181	39,000
TOTAL PROPOSED			54,181	62,181	63,000

Treasurer – General Admin

Mission Statement

The Treasurer receives and disburses City funds, negotiates borrowing, and acts as custodian for City of Salem monies as prescribed by the Commonwealth of Massachusetts and by the Charter and Ordinances of the City of Salem. The Treasurer's Department pays over the City's Payroll and Accounts Payable, distributes annual W-2 Forms to employees, and prepares and submits quarterly employment tax forms to the State and Federal governments. The Treasurer undertakes continual maintenance of the City's operating and investment funds and completes a monthly reconciliation of the City's Bank, cash and revenue accounts. The department accounts for Capital Projects as undertaken. The Department is also responsible for accounts and properties in the Tax Title process, and for the public auction of foreclosed properties. The Treasurer for the City of Salem is also the Treasurer for the Salem Contributory Retirement system and the Salem/Beverly Water Supply Board.

Significant Changes

There have been no significant changes in the Treasurer's Office.

Previous Fiscal Year Accomplishments

- With the hiring of a permanent third person as Senior Clerk, the Department has worked to restructure itself, catch up on projects, and maintain an even flow of responsibilities and reporting.
- The Senior Payroll Clerk is being cross trained in the Data Processing Department to put out the City and School Payrolls as back up to the individual currently charged with this task.

FY 2010 Goals & Objectives

- Continue to upgrade its on-line banking and employee tax reporting systems.
- Strive to maintain quality fiscal management and reporting.
- Continue to train its newer person, and to take advantage of professional training and education when available and practical.

PERFORMANCE INDICATORS

270-Treasurer

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Annual Receipts Booked (Treasurer's and Collector's Receipts)	171,126,925	204,161,350	168,458,020	181,248,765	181,248,765
Annual Disbursements Booked	-169,191,776	-202,511,316	-170,945,580	-180,882,890	-180,882,890
Financial Reporting (% Filed Accurately and Within 30 Days of Close of Period Reported)					
Daily: 1 Report	100%	100%	100%	100%	100%
Monthly: 15 Reports on Reconciliation of 49 Bank Accounts and Approx 560 Revenue Accounts (inc Retirement System)	100%	100%	100%	100%	100%
Quarterly: 2 Reports Reconciling Cash and Revenue Federal and State Employment Tax Filings	100%	100%	100%	100%	100%
Annually: Annual Report Federal Employment Tax Form 945	100%	100%	100%	100%	100%

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Treasurer-Personnel									
11451	5111	SALARIES-FULL TIME	134,488.95	140,626.00	136,626.00	132,110.00	145,767.00	147,018.00	147,018.00
11451	5131	OVERTIME (GENERAL)	0.00	300.00	300.00	0.00	0.00	0.00	0.00
11451	5150	FRINGE/STIPENDS	600.00	2,300.00	2,300.00	927.10	2,900.00	2,900.00	2,900.00
Total Treasurer-Personnel			135,088.95	143,226.00	139,226.00	133,037.10	148,667.00	149,918.00	149,918.00
Treasurer-Expenses									
11452	5317	EDUCATIONAL TRAINING	95.00	1,500.00	500.00	105.00	1,500.00	1,500.00	1,500.00
11452	5320	CONTRACTED SERVICES	0.00	2,500.00	1,500.00	1,430.00	2,250.00	2,250.00	2,250.00
11452	5388	TAX FORECLOSURE SERV	30,049.54	30,000.00	43,700.00	43,688.60	27,817.00	8,000.00	8,000.00
11452	5421	OFFICE SUPPLIES (GEN	1,785.96	2,000.00	2,000.00	1,852.81	2,000.00	2,000.00	2,000.00
11452	5425	CHECKS/FORMS	5,392.31	7,800.00	6,300.00	4,379.12	7,800.00	7,800.00	7,800.00
11452	5709	CREDIT CARD/EFT FEES	14,263.83	14,000.00	16,500.00	15,858.94	15,000.00	15,000.00	15,000.00
11452	5730	DUES AND SUB	145.00	250.00	250.00	145.00	145.00	145.00	145.00
Total Treasurer-Expenses			51,731.64	58,050.00	70,750.00	67,459.47	56,512.00	36,695.00	36,695.00
270	145	Department Total	186,820.59	201,276.00	209,976.00	200,496.57	205,179.00	186,613.00	186,613.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name		Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010			
BUSTEED	ANNE	270	TREASURER	11451-5111	TREASURER	05222000					62,552.13	1.0	1	1,198.32	1,198.32	62,552.30	62,552.30	1,222.29	63,803.35	63,803.35
										2.0	Total AFSCME 1818		83,214.53	83,214.53		83,214.53	83,214.53			
						62,552.13	3.0	Total Full Time - 5111			145,766.84	145,766.84		147,017.88	147,017.88					
			Certified Treasurer's Stipend	11451-5150		1,000.00				1	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			
			AFSCME Stipend	11451-5150		1,300.00				2	650.00	950.00	1,900.00	1,900.00	950.00	1,900.00	1,900.00			
						2,300.00		Total Fringe - 5150			2,900.00	2,900.00		2,900.00	2,900.00					
						63,552.13	3.0	Department Total			148,666.84	148,666.84		149,917.88	149,917.88					

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.0	3.0	3.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
COOK	ELAINE	270 TREASURER	11451-5111	PRINCIPAL CLERK	3/11/96	40,791.48	0.0	781.45	797.07					41,607.31	41,607.31	41,607.31	41,607.31	
FIALHO	MONIQUE	270 TREASURER	11451-5111	SR ACCOUNT CLERK II		37,282.28		714.22	-					-	-	-	-	To Engineering
MICHAUD	DONNA	270 TREASURER	11451-5111	PRINCIPAL CLERK III	6/15/2000	40,791.40	1.0	781.44	797.07					41,607.23	41,607.23	41,607.23	41,607.23	
ZHILKOV	KIRILL	270 TREASURER	11451-5111	SR ACCOUNT CLERK I/II	9/22/2008	-	1.0	687.75	701.51	9/22/2009	728.50	12.0 40.2		-	-	-	-	Layoff FY09
						78,073.68	2.0											
														83,214.53	83,214.53	83,214.53	83,214.53	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11452	5317	Professional Training/Education	1,500	1,500	1,500
TOTAL			1,500	1,500	1,500
11452	5320	Contracted Services			
		Financial Consulting Services 50 Hrs @ 50.00	2,250	2,250	2,250
TOTAL			2,250	2,250	2,250
11452	5388	Tax Foreclosure Service			
		75 Accounts to Tax Title @ \$100 to file a lien and \$165 to redeem	19,875	-	
		Advertisement for Tax Title	6,122	6,122	6,200
		Land Court Accounts 2 @ \$910	1,820	1,567	1,800
TOTAL			27,817	7,689	8,000
11452	5421	Office Supplies (General)			
		General supplies Misc	680	680	680
		Copy Paper 20 Cases @ 20.00	400	400	400
		Ink toner for fax machine 6 @ 40.00	240	240	240
		toner for munis printer 4 @ 170.00	680	680	680
TOTAL			2,000	2,000	2,000
11452	5425	Checks/Forms			
		A/P checks (18,500 @ \$1,000/10,000)	1,850	1,850	1,850
		910 forms (+5,000)	550	550	550
		Payroll checks (54,000 @ \$1,000/10,000)	5,400	5,400	5,400
TOTAL			7,800	7,800	7,800
11452	5709	Credit Card/EFT Fees			
		Bank fees associated with credit card machines located throughout the City	14,000	14,000	14,000
		Based on Prior Period Actual Costs			
		Estimated Cost of Replaced Equipment	1,000	1,000	1,000
TOTAL			15,000	15,000	15,000
11452	5730	Dues and Subscriptions			
		Treasurer's Association dues	145	145	145
TOTAL			145	145	145
TOTAL PROPOSED			56,512	36,384	36,695

Treasurer – Long Term Debt Service

This expenditure covers the cost of the principal and interest payments of the City's General Fund bonded debt. Short-term debt service and Water & Sewer Enterprise Fund debt service appear separately in the Treasurer's budget.

In FY10, the City's total Long-Term Debt Service is \$6,644,098. This includes principal payments of \$4,600,000 and interest payments of \$2,044,098. The majority of bonding has been directed to finance School remodeling projects, with smaller amounts financing projects on the Golf Course Clubhouse, the Swimming Pool, and the Parking Garage.

Treasurer – Short Term Debt Service

This expenditure covers the cost of the City's Short-term borrowing, including principal and interest on any Bond Anticipation Notes, Tax Anticipation Notes, Revenue Anticipation Notes, or Grant Anticipation Notes.

In FY09, the City was paying debt service on \$3,930,000 principal amount of BANs, of which \$2,930,000 was directed to the High School project. The remaining \$1,000,000 BAN principal was directed to Water Short-Term Debt. On October 23, 2008, these BANs were combined with \$4,900,000 in Capital Improvement Program funding, to issue a \$8,830,000 Series A GO BAN which will mature on October 23, 2009. Of this \$8,830,000, \$3,765,000 of principal is funding Water and Sewer projects. The Debt Service for this portion of the BAN can be found in Water-Short Term Debt Service.

Note: A Bond Anticipation Note (BAN) is a short-term debt instrument used to generate cash for initial project costs and with the expectation that the debt will be replaced later by permanent bonding. Typically issued for a term of less than one year, BANs may be reissued for up to five years, provided principal repayment begins after two years (MGL Ch. 44 S17). Principal payments on school-related BANs may be deferred up to seven years if has an approved project on the Massachusetts School Building Authority (MSBA) priority list. BANs are full faith and credit obligations.

Treasurer – North Shore Regional Voc Assmnt

A portion (30%) of the funding for the North Shore Regional Vocational comes from the State through Chapter 70 School Aid. The majority (70%) is made up by assessments from each of the 16 member communities in the school district. The amount of a community's assessment is determined by the size of its enrollment. As of March 2009, Salem had 109 students in the Regional system.

Treasurer – State Assessments (Cherry Sheet)

The State assess the municipalities for certain functions including Mass Teachers Retirement, Air Pollution Control, Mosquito Control, MBTA, Metropolitan Area Planning Council, RMV Non Renewal Surcharges, And tuition for Essex Aggie, School Choice Charger Schools and Special Ed. A complete description of each assessment can be found on the DOR website.

Treasurer – Contributory Retirement

The Salem Contributory Retirement System includes employees of the City of Salem, the South Essex Sewer District, the Salem/Beverly Water Supply Board and the Salem Housing Authority. It provides pension and annuity payments to 687 retirees, and collects pension contributions from 1,051 active employees as of January 1, 2009.

Treasurer – Non-Contributory Pensions

As of January 1, 2009, the City provides pension benefits for a limited group of 15 non-contributory retirees. This includes seven pension payments paid weekly and eight pension payments paid monthly.

Treasurer – Medicare

The Medicare budget calculation is based on prior year number of employees and is adjusted for inflation. There is no indication that there will be enough of a change in the employment level for FY10 to warrant an adjustment in the Medicare budget. Thus, FY10 is level-funded and adjusted for 3% inflation.

Treasurer – Municipal Insurance

The City's Liability Insurance is currently with Massachusetts Inter-local Insurance Association (MIIA).

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Debt Service-Expenses									
17102	5902	06-SCHL PROJ REF-PRIN (01)	545,000.00	530,000.00	530,000.00	530,000.00	520,000.00	520,000.00	520,000.00
17102	5903	08-SCHL PROJ REF-PRIN (00)	677,000.00	662,000.00	662,000.00	662,000.00	647,000.00	647,000.00	647,000.00
17102	5905	01-SCHL REMODEL-PRIN (96)	445,000.00	35,000.00	35,000.00	35,000.00	75,000.00	75,000.00	75,000.00
17102	5906	02-SCHL RENOV-PRIN (96)	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00
17102	5908	03-BATES SCHL-PRIN (00)	445,000.00	475,000.00	475,000.00	475,000.00	505,000.00	505,000.00	505,000.00
17102	5908A	09-BOWDITCH SCHL-PRIN (03)	680,000.00	710,000.00	710,000.00	710,000.00	740,000.00	740,000.00	740,000.00
17102	5908B	10-CARLTON SCHL-PRIN (03)	370,000.00	385,000.00	385,000.00	385,000.00	400,000.00	400,000.00	400,000.00
17102	5908C	11-BATES SCHL-PRIN (03)	75,000.00	75,000.00	75,000.00	75,000.00	80,000.00	80,000.00	80,000.00
17102	5908D	12-SCHL PROJ REF-PRIN (03)	510,000.00	495,000.00	495,000.00	495,000.00	485,000.00	485,000.00	485,000.00
17102	5908E	13-PARKING GARAGE-PRIN (05)	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
17102	5908F	14-WITCHCRAFT-PRIN (05)	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00
17102	5908G	15-CARLTON-PRIN (05)	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
17102	5908H	16-HIGH SCHOOL-PRIN (07)	0.00	345,633.00	345,633.00	345,633.00	345,000.00	345,000.00	345,000.00
17102	5910	07-POLICE CONSTR PRIN (00)	293,000.00	293,000.00	293,000.00	293,000.00	293,000.00	293,000.00	293,000.00
17102	5910A	17-POLICE EQUIP-PRIN (07)	0.00	88,864.00	88,864.00	88,864.00	85,000.00	85,000.00	85,000.00
17102	5913	04-GOLF CLUBHS-PRIN (00)	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
17102	5914	05-SWIMMING POOL-PRIN (00)	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
17102	5918	18-FERRY-PRIN (07)	0.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
17102	5930	07-POLICE REF-INT (01)	52,740.00	41,020.00	41,020.00	41,020.00	29,300.00	29,300.00	29,300.00
17102	5930A	17-POLICE EQUIP-INT (07)	0.00	43,294.00	43,294.00	43,293.20	23,775.00	23,775.00	23,775.00
17102	5933	04-GOLF CLUBHS-INT (00)	13,475.00	11,938.00	11,938.00	11,937.50	10,400.00	10,400.00	10,400.00
17102	5934	05-SWIMMING POOL-INT (00)	8,720.00	6,670.00	6,670.00	6,670.00	4,620.00	4,620.00	4,620.00
17102	5938	18-FERRY-INT (07)	0.00	49,275.00	49,275.00	49,275.00	29,350.00	29,350.00	29,350.00
17102	5942	06-SCHL PROJ REF-INT (01)	73,100.00	51,600.00	51,600.00	51,600.00	30,600.00	30,600.00	30,600.00
17102	5943	08-SCHL PROJ REF (00)	115,660.00	88,880.00	88,880.00	88,880.00	62,700.00	62,700.00	62,700.00
17102	5945	01-SCHL REMODEL-INT (96)	120,243.00	57,808.00	57,808.00	57,807.50	54,800.00	54,800.00	54,800.00
17102	5946	02-SCHL RENOV-INT (96)	23,412.50	39,225.00	39,225.00	39,225.00	34,048.00	34,048.00	34,048.00
17102	5948	03-BATES SCHL-INT (00)	415,978.76	392,311.00	392,311.00	392,310.01	367,292.00	367,292.00	367,292.00
17102	5948A	09-BOWDITCH SCHL-INT (03)	642,000.00	621,600.00	621,600.00	621,600.00	594,975.00	594,975.00	594,975.00
17102	5948B	10-CARLTON SCHL-INT (03)	346,391.26	335,292.00	335,292.00	335,291.26	320,854.00	320,854.00	320,854.00
17102	5948C	11-BATES SCHL-INT (03)	50,692.50	48,443.00	48,443.00	48,442.50	45,630.00	45,630.00	45,630.00
17102	5948D	12-SCHL PROJ REF-INT (03)	80,350.00	68,425.00	68,425.00	68,425.00	55,569.00	55,569.00	55,569.00
17102	5948E	13-PARKING GARAGE-INT (05)	36,987.50	34,738.00	34,738.00	34,737.50	32,488.00	32,488.00	32,488.00
17102	5948F	14-WITCHCRAFT-INT (05)	67,198.76	64,349.00	64,349.00	64,348.76	61,499.00	61,499.00	61,499.00
17102	5948G	15-CARLTON-INT (05)	20,382.50	19,483.00	19,483.00	19,482.50	18,583.00	18,583.00	18,583.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
17102	5948H	16-HIGH SCHOOL-INT (07)	0.00	431,648.00	431,648.00	431,647.28	267,619.00	267,619.00	267,619.00
Total Debt Service-Expenses			6,472,331.78	6,925,496.00	6,925,496.00	6,925,490.01	6,644,102.00	6,644,102.00	6,644,102.00
270	710	Department Total	6,472,331.78	6,925,496.00	6,925,496.00	6,925,490.01	6,644,102.00	6,644,102.00	6,644,102.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Short Term Debt Int-Expense									
17522	5304	PROF SERVICES/FEES	55,210.00	20,000.00	12,801.20	12,801.20	20,000.00	20,000.00	20,000.00
17522	5925	INTEREST ON BANS	516,101.53	117,200.00	124,398.80	134,161.00	213,120.00	182,340.00	182,340.00
17522	5926	INTEREST ON OTHER SHORT TERM	0.00	0.00	0.00	0.00	25,000.00	25,000.00	25,000.00
Total	Short Term Debt Int-Expense		571,311.53	137,200.00	137,200.00	146,962.20	258,120.00	227,340.00	227,340.00
270	752	Department Total	571,311.53	137,200.00	137,200.00	146,962.20	258,120.00	227,340.00	227,340.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
School Assessments									
18202	5641	NSRS ASSESSMENT	1,608,768.24	1,649,661.00	1,649,661.00	1,632,836.00	1,531,740.00	1,531,740.00	1,531,740.00
Total School Assessments			1,608,768.24	1,649,661.00	1,649,661.00	1,632,836.00	1,531,740.00	1,531,740.00	1,531,740.00
270	820	Department Total	1,608,768.24	1,649,661.00	1,649,661.00	1,632,836.00	1,531,740.00	1,531,740.00	1,531,740.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
State Assessments-Expenses									
18302	5622	ESSEX AGRICULTURAL TUITION	212,376.00	241,532.00	241,532.00	241,532.00	331,233.00	331,233.00	331,233.00
18302	5630	MBTA	840,690.00	833,219.00	833,219.00	833,219.00	847,807.00	848,013.00	848,013.00
18302	5631	SPECIAL EDUCATION	15,715.00	16,192.00	16,192.00	22,450.00	23,351.00	23,351.00	23,351.00
18302	5635	RETIRED MUN TEACHERS	2,018,333.00	2,045,538.00	2,045,538.00	2,045,538.00	2,018,668.00	2,018,668.00	2,018,668.00
18302	5637	AIR POLLUTION CONTR	10,316.00	10,479.00	10,479.00	10,479.00	10,542.00	10,542.00	10,542.00
18302	5638	MET AREA PLANNING CO	12,091.00	12,118.00	12,118.00	12,118.00	12,292.00	12,292.00	12,292.00
18302	5640	RMV NONRENEWAL SUR	174,880.00	174,880.00	174,880.00	182,480.00	182,480.00	182,480.00	182,480.00
18302	5643	SCHOOL CHOICE	231,026.00	230,121.00	230,121.00	207,494.00	224,965.00	224,965.00	224,965.00
18302	5644	CHARTER SCHOOLS	2,378,605.00	2,513,906.00	2,513,906.00	2,707,123.00	2,495,597.00	2,794,955.00	2,794,955.00
18302	5646	NE MASS MOSQUITO CON	39,638.00	39,579.00	39,579.00	39,592.00	39,408.00	39,408.00	39,408.00
Total State Assessments-Expenses			5,933,670.00	6,117,564.00	6,117,564.00	6,302,025.00	6,186,343.00	6,485,907.00	6,485,907.00
270	830	Department Total	5,933,670.00	6,117,564.00	6,117,564.00	6,302,025.00	6,186,343.00	6,485,907.00	6,485,907.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Contrib Retirement - Personnel									
19101	5178	PENSION ASSES (CONTR	7,538,983.12	7,790,999.00	7,805,146.89	7,804,279.26	8,233,450.00	8,082,746.00	8,082,746.00
	Total	Contrib Retirement - Personnel	7,538,983.12	7,790,999.00	7,805,146.89	7,804,279.26	8,233,450.00	8,082,746.00	8,082,746.00
270	910	Department Total	7,538,983.12	7,790,999.00	7,805,146.89	7,804,279.26	8,233,450.00	8,082,746.00	8,082,746.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Non-Contrib Retire-Personnel									
19111	5176	PENSIONS-NON CONTRIB	130,113.09	130,692.00	130,692.00	124,003.12	133,852.00	133,852.00	133,852.00
Total Non-Contrib Retire-Personnel			130,113.09	130,692.00	130,692.00	124,003.12	133,852.00	133,852.00	133,852.00
270	911	Department Total	130,113.09	130,692.00	130,692.00	124,003.12	133,852.00	133,852.00	133,852.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Medicare-Personnel									
19191	5177	MEDICARE	689,517.44	672,200.00	678,201.84	755,759.01	696,450.00	696,450.00	696,450.00
Total Medicare-Personnel			689,517.44	672,200.00	678,201.84	755,759.01	696,450.00	696,450.00	696,450.00
270	919	Department Total	689,517.44	672,200.00	678,201.84	755,759.01	696,450.00	696,450.00	696,450.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Municipal Insurance-Expense									
19452	5740	INSURANCE PREMIUMS	289,937.23	321,300.00	296,300.00	288,502.76	341,300.00	276,535.00	276,535.00
19452	5740A	Insurance Deductibles	0.00	5,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
	Total	Municipal Insurance-Expense	289,937.23	326,300.00	311,300.00	303,502.76	356,300.00	291,535.00	291,535.00
270	945	Department Total	289,937.23	326,300.00	311,300.00	303,502.76	356,300.00	291,535.00	291,535.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - DEBT SERVICE GF - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
17102	DEBT SERVICE				
		Debt Service Figures from Debt Schedule provided by First Southwest	6,644,102		6,644,102
TOTAL			6,644,102	-	6,644,102
TOTAL PROPOSED			6,644,102	-	6,644,102

TREASURER - Short Term Debt GF - 270

17522	5304	Professional Fees			
		Fees for First Southwest and Legal Services	20,000		20,000
TOTAL			20,000	-	20,000
17522	5925	Interest on BANS			
		Interest Figures from Debt Schedule on provided by First Southwest for Series A GO BAN dtd 12/23/08 totalling \$182,340 (Net Short Term Water Debt)	213,120		182,340
		Note - Interest on State Qualified Deficit BAN dtd 10/23/08 totalling \$30,780 will be raised along with the 145,000 on the RECAP as allowable under MGL			
TOTAL			213,120	-	182,340
17522	5926	Interest on Other Short Term			
		Estimated Interest for borrowing short term Revenue Anticipation Notes	25,000		25,000
TOTAL			25,000	-	25,000
TOTAL PROPOSED			258,120	-	227,340

FY 2010 DETAILED BUDGET REPORT
EXPENSES

TREASURER - DEBT SERVICE GF - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
TREASURER - SCHOOL ASSESSMENT - 270					
18202	5641	Assess NSRS North Shore Retional Vocational School Assessment <i>As of 5-27-09 - Before State Legislature Approval</i>	1,531,740		1,531,740
TOTAL			1,531,740	-	1,531,740
TOTAL PROPOSED			1,531,740	-	1,531,740

TREASURER - STATE ASSESSMENTS - 270

18302		State Assessments State Assessment amounts are derived from Massachusetts Department of Revenue Cherry Sheet Assessment Report. The Department Figure is from HOUSE 1. Mayors figures is from Senate Final. This number will be adjusted to actual figures when the tax rate is set and the tax RECAP is done in December.	6,186,343		6,485,907
TOTAL			6,186,343	-	6,485,907
TOTAL PROPOSED					

19101	5178	Contributory Retirement City Contributory Retirement <i>Less other entity reimbursements (CDBG/NSWIB/Other Grants)</i>	8,233,450		8,233,450 (150,704)
TOTAL			8,233,450	-	8,082,746
TOTAL PROPOSED			8,233,450	-	8,082,746

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - DEBT SERVICE GF - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
TREASURER - NON-CONTRIBUTORY RETIREMENT - 270					
19111	5176	Pension Non-Contributory			
		City Non-Contributory Retirement	133,852		133,852
		Based on current payments annualized:			
	8	Monthly \$3,467 X 12 = \$41,604			
TOTAL	7	Weekly \$1,774 X = 92,248	133,852	-	133,852
TOTAL PROPOSED			133,852	-	133,852

TREASURER - MEDICARE - 270

19191	5177	Medicare			
		FY09 \$676,165 X 1.03	696,450		696,450
TOTAL			696,450	-	696,450
TOTAL PROPOSED			696,450	-	696,450

TREASURER - MUNICIPAL INSURANCE - 270

19452	5740	Municipal Insurance			
		Annual municipal insurance costs.	311,300		311,300
		Plus Cost of Adding High School to Insurance	30,000		30,000
		Less % for early pay			(64,765)
TOTAL			341,300	-	276,535
19191	5740A	Insurance Deductibles			
		Deductibles - estimated	15,000		15,000
TOTAL			15,000	-	15,000
TOTAL PROPOSED			356,300	-	291,535

Solicitor

Mission Statement

The Solicitor's office is responsible for providing representations and advice to the City and its officials in numerous areas including but not limited to: zoning issues, employment law, civil rights, civil service, contract actions, real estate, workers' compensation, education law, tort actions involving personal injury and property damage claims. Members of the legal department regularly attend and provide advice at meetings of the City Council and sub-committees thereof and to several City boards and commissions. In addition to drafting ordinances and other legal documents, numerous verbal and written opinions are rendered to the City Council and Department Heads.

Significant Changes

Continued to provide legal counsel to municipal officials using in-house counsel and reduced the amount of funds spent on outside counsel. Worked cooperative with MIIA to manage claims against the city and significantly reduced payments of damages outside insurance policy. Settled collective bargaining agreement with the Superior Officers that has long-term benefits/cost reductions for city. Solicitor's Department was reduced by .5 paralegal positions.

Previous Fiscal Year Accomplishments

- Continued to reduced funds spent on outside legal counsel
- Managed claims against city with minimal damages paid outside of insurance policy
- Defended law suits against the city in Land Court (zoning appeals) and Superior Court
- Prepared Civil Complaints and Motions for Preliminary Injunction concerning zoning violations, e.g. sober house
- Prepared multiple amendments to the City's Ordinance including:
 - Management of new racks
 - R resident sticker parking
 - Pedi-cabs
 - Halloween management
- Advised various boards and commissions re. state and local law and case law
- Negotiated collective bargaining agreements
- Prepared contracts and license agreement
- Prepared Opinions for boards and commissions
- Worked with various departments on requests for proposals
- Chair safety committee to reduce risk of property damage and personal injury
- Worked with Licensing Board to develop Adult Entertainment Regulations
- Developed contract for solid waste collection and work on committee to monitor contract compliance

- Worked on committee examining Pay as You Throw programs for waste reduction

FY 2010 Goals & Objectives

- Continue to reduce use of outside legal counsel
- Defend claims against city and its officers
- Revise existing ordinances to address any inefficiencies or concern, e.g. sunshine ordinance
- Establish new ordinances to meet new state laws, e.g. storm water run-off and trench safety
- Address problem properties, health, building and zoning violations, through civil and criminal action
- Manage MIIA rewards program to ensure the city maximizes training opportunities and reduces cost of insurance premiums
- Continue to work on a committee relative to waste reduction and the solid waste contract
- Assist the City in completing the closure of the Swampscott Road Transfer Station

PERFORMANCE INDICATORS

260-Solicitor

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Reduce outside counsel by 10%	N/A	N/A	43,490	30,000	27,000
Increase attendance at MIIA Reward classes by 50%	N/A	1	4	7	11
Add in-house programs to reduce claims	N/A	N/A	N/A	0	2

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Solilcitor-Personnel									
11511	5111	SALARIES-FULL TIME	149,292.28	152,269.00	147,269.00	139,316.97	152,269.00	143,858.00	143,858.00
11511	5113	SALARIES-PART TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Solilcitor-Personnel			149,292.28	152,269.00	147,269.00	139,316.97	152,269.00	143,858.00	143,858.00
Solicitor-Expenses									
11512	5303	LEGAL SERVICES	43,489.74	48,000.00	38,000.00	33,346.22	48,000.00	48,000.00	48,000.00
11512	5421	OFFICE SUPPLIES (GEN	921.10	2,500.00	2,500.00	1,813.01	2,500.00	2,500.00	2,500.00
11512	5730	DUES AND SUB	6,530.00	6,500.00	6,500.00	6,035.00	6,500.00	6,500.00	6,500.00
11512	5760	JUDGMENTS	22,007.85	15,000.00	15,000.00	50,000.00	15,000.00	15,000.00	15,000.00
Total Solicitor-Expenses			72,948.69	72,000.00	62,000.00	91,194.23	72,000.00	72,000.00	72,000.00
260	151	Department Total	222,240.97	224,269.00	209,269.00	230,511.20	224,269.00	215,858.00	215,858.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
RENNARD ELIZABETH	260 SOLICITOR	11511-5111	ACTING SOLICITOR	4/1/2004	77,487.02		1.0	1		1,484.43	1,484.43	77,487.02	77,487.02	1,514.11	79,036.76	79,036.76
PARISELLA JERALD	260 SOLICITOR	11511-5111	ASSISTANT SOLICITOR	6/28/06	37,450.16		0.5	1		717.44	717.44	37,450.16	37,450.16	731.78	38,199.16	38,199.16
BOSSE JOHN	260 SOLICITOR	11511-5111	PARALEGAL	8/7/06	37,331.64			1		715.17	-	RESIGNED	RESIGNED	-	RESIGNED	RESIGNED
FREITAS JOANNE	260 SOLICITOR	11511-5113	PARALEGAL	6/28/06			0.7	25	20.00	715.77	500.00	26,100.00	19,835.87	510.00	26,622.00	26,622.00
					152,268.82	Total Full Time - 5111						141,037.18	134,773.05		143,857.92	143,857.92
					152,268.82	2.2	Department Total					141,037.18	134,773.05		143,857.92	143,857.92

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	1.5	2.5	2.2	-0.3

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Solicitor - 260

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11512	5303	Legal Services			
		Kevin Daly	5,000	5,000	5,000
		Daniel Kulak	15,000	11,000	15,000
		Other Special Counsel	15,000	15,000	15,000
		Surveying, title Examinations, Etc.	10,000	10,000	10,000
		Filing Fees & Printing	3,000	3,000	3,000
TOTAL			48,000	44,000	48,000
11512	5421	Office Supplies and Equipment			
		Supplies	1,000	1,000	1,000
		Equipment	1,500	500	1,500
TOTAL			2,500	1,500	2,500
11512	5730	Dues & Subscriptions			
		Bar membership/ dues	1,000	1,000	1,000
		Subscriptions & publications; Cont. legal ed.	1,450	1,450	1,450
		Westlaw service	4,050	4,050	4,050
TOTAL			6,500	6,500	6,500
11512	5760	Judgments			
		Judgments	15,000	15,000	15,000
TOTAL			15,000	15,000	15,000
TOTAL PROPOSED			72,000	67,000	72,000

Human Resources – General Admin.

Mission Statement

The City of Salem Human Resources Department is responsible for negotiating and administering various collective bargaining agreements; interpreting agreement language and mediating grievances; drafting and enforcing personnel policies and procedures; hiring full and part-time employees; ensuring that personnel actions are made in accordance with all applicable laws, policies and labor agreements; developing programs for the improvement of employee health and safety; administering workmen's compensation and unemployment claims; developing programs and procedures to ensure the City's compliance with the ADA; administering the City's Personnel Board; maintaining the various employee salary and classification schedules; and administering City-wide employee benefits such as health, dental and life insurance to all benefit eligible employees.

Significant Changes

In late fiscal year 2008 and into fiscal year 2009 the Human Resources Department assumed responsibility of administering the Health, Dental, and Life Insurance Benefits for the Salem School Department. This has proven to be a good move for the City of Salem. Additionally, July 1, 2008, saw the City's move to a new health insurance carrier, Blue Cross Blue Shield of Massachusetts through MIIA. July 1, 2008 also saw the City's move to a fully insured workers' compensation carrier, through MIIA. The Human Resources Department has, along with the Finance Department, worked to offer a more affordable dental plan with better benefits to all benefit eligible employees by putting dental insurance out to bid for July 1, 2009.

Previous Fiscal Year Accomplishments

- Completed the merging of the Salem School Department benefits department with that of the City.
- Recruited and hired various new employees throughout various City departments including the Treasurer's office, the City Clerk's Office, the Collector's Office and the Department of Public Services.
- Along with City Solicitor and the Finance Department, successfully negotiated the 2007-2010 collective bargaining agreement with the Salem Police Superior Officers' Association. This collective bargaining agreement represents successful negotiation of increased employee contribution towards health insurance to 25% by the end of FY2010.
- Successfully assisted in pursuing a claim against a terminate employee for Unemployment Benefits.
- Headed to JLMC with Salem Police Patrolman's Union.
- Complied with the requirements of the Massachusetts Health Care Reform Act.
- Worked out off-schedule health insurance payments for school department employees.
- Implemented new health insurance carrier, BCBS of Massachusetts.

FY 2010 Goals & Objectives

- Continue to work to reduce health insurance costs with promotion of plan design and education.
- Aggressively pursue with MIIA's Wellness Team all available programs and wellness activities, for City of Salem and School Department Employees.
- Maintain current strong communication with the City of Salem School Department.
- Continue with internal payroll audit and implement recommendation which include ensuring the MUNIS system for payroll and other functions is consistent with contractual salary and other language.
- Implement Time and Attendance module in MUNIS to track employees' sick, vacation and personal time on weekly paychecks.
- Offer retiree dental plan.
- Fully staff and work with Personnel Board.
- Work with the Council on Aging to recruit more Senior Work Off Participants.
- Bring salary schedule for non-union employees up to date.

PERFORMANCE INDICATORS

130-Human Resources

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Workers comp. costs					
Workers' Comp. cases open 1+ years				8	7
Salaries on pre-FY'09 claims				109,271	
Medicals on tail claims				9,301	7,000
MIIA premium FY'09				241,944	250,391
MIAA premium for tail claim analysis				2,200	0
Training sessions					
MCAD train the trainer				1	
Right to know session				1	
Miscellaneous					4
Health fairs					
Included sun damage, cholesterol and BP			2		4
Wellness activities					
Includes conflict resolution, stress mgmnt., communication workshops				5	6
Open enrollments					
Health	1	1	1	1	1
Dental	1	1	1	1	1
Life	1	1	1	1	1
Senior Plans		2	2	2	2
Unemployment Assistance					
School				69	75
City				27	35

PERFORMANCE INDICATORS

130-Human Resources

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Job applications processed					
Labor service	50	89	78	12	50
Seasonal	107	124	148	10	25
CORI checks			156	21	30
Volunteers processed				5	5
New Employees			8	6	
Coordinate drug testing for DPS, SBWB, school employees		15	12	11	15
Audit preparation					
Accrual compilation			371	375	375

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Human Resources-Personnel									
11521	5111	SALARIES-FULL TIME	176,323.60	207,321.00	207,946.00	207,945.45	207,321.00	211,467.00	211,467.00
11521	5113	SALARIES-PART TIME	33,041.76	12,000.00	11,375.00	9,938.73	12,000.00	0.00	0.00
11521	5146	VAC/SICK LEAVE BYBK	160,165.58	0.00	0.00	0.00	0.00	0.00	0.00
11521	5171	COLLECTIVE BARGANING RESERVE	0.00	0.00	225,000.00	219,385.86	0.00	0.00	0.00
Total Human Resources-Personnel			369,530.94	219,321.00	444,321.00	437,270.04	219,321.00	211,467.00	211,467.00
Human Resources-Expenses									
11522	5300	PURCHASE OF SERVICES	14,377.61	18,000.00	14,000.00	13,021.62	18,000.00	8,000.00	8,000.00
11522	5303	LEGAL SERVICES/ABRITRATION	1,822.25	2,800.00	200.00	200.00	2,800.00	1,500.00	1,500.00
11522	5306	ADVERTISING	776.30	4,000.00	2,777.74	2,777.74	4,000.00	2,000.00	2,000.00
11522	5317	EDUCATIONAL TRAINING	3,198.00	5,000.00	1,248.92	1,248.92	5,000.00	5,000.00	5,000.00
11522	5320	CONTRACTED SERVICES	13,788.52	14,000.00	15,581.87	14,750.00	14,000.00	13,800.00	13,800.00
11522	5381	PRINTING AND BINDING	445.98	450.00	450.00	449.96	450.00	450.00	450.00
11522	5421	OFFICE SUPPLIES (GEN	1,557.65	2,250.00	1,567.30	1,561.87	2,250.00	1,500.00	1,500.00
11522	5710	IN STATE TRAVEL/MEETINGS	82.85	300.00	367.41	278.49	300.00	200.00	200.00
11522	5730	DUES AND SUB	489.50	750.00	334.50	334.50	750.00	500.00	500.00
11522	5780	OTHER EXPENSES - ADA	128.96	350.00	350.00	0.00	350.00	300.00	300.00
11522	5851	OFFICE EQUIPMENT	133.62	250.00	50.00	32.00	250.00	200.00	200.00
Total Human Resources-Expenses			36,801.24	48,150.00	36,927.74	34,655.10	48,150.00	33,450.00	33,450.00
130	152	Department Total	406,332.18	267,471.00	481,248.74	471,925.14	267,471.00	244,917.00	244,917.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
BRADY ALICIA	130 HUMAN RESOURCES	11521-5111	OFFICE MANAGER		41,245.36		1.0	1		790.14	790.14	41,245.36	41,245.36	805.94	42,070.27	42,070.27
CAMMARATA LISA	130 HUMAN RESOURCES	11521-5111	PERSONNEL DIRECTOR	3/5/07	68,330.35		1.0	1		1,309.01	1,309.01	68,330.35	68,330.35	1,335.19	69,696.95	69,696.95
DEVEREUX BEATRICE	130 HUMAN RESOURCES	11521-5111	BENEFITS MANAGER	11091998	42,263.57		1.0	1		809.65	809.65	42,263.57	42,263.57	825.84	43,108.84	43,108.84
DOMINGUEZ MONICA	130 HUMAN RESOURCES	11521-5111	PERSONNEL AIDE/ASST	2/1/04	28,042.55		1.0	1		537.21	537.21	28,042.55	28,042.55	547.96	28,603.40	28,603.40
PEREIRA LINDA	130 HUMAN RESOURCES	11521-5111	BENEFITS MANAGER-PT	2/1/2008	27,438.23		0.8	30		525.64	525.64	27,438.23	27,438.23	536.15	27,987.00	27,987.00
					207,320.06	Total Full Time - 5111						207,320.06	207,320.06		211,466.46	211,466.46
BOGLE JOANNE	130 HUMAN RESOURCES	11521-5113	SWITCHBOARD OP		6,000.00	P		7	0	14.56	-	-	-	-	-	-
MCTAGUE MARGIE	130 HUMAN RESOURCES	11521-5113	SWITCHBOARD OP		6,000.00	P		24	0	14.56	-	-	-	-	-	-
			Vacation Coverage		-			24	3	983.52		12,000.00	-	-	-	-
					12,000.00	Total Part Time - 5113						12,000.00	-		-	-
					219,320.06	4.8	Department Total					219,320.06	207,320.06		211,466.46	211,466.46

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	4.0	4.8	4.8	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HUMAN RESOURCES - 130

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11522	5300	Purchase of Service			
		Drug/Alcohol Testing	2,500	2,500	2,500
		Pre-employment physicals	15,000	3,500	3,500
		Shredding services with Heritage Industries, Employee background checks	500	2,000	2,000
TOTAL			18,000	8,000	8,000
11522	5303	Legal Services			
		Fees to AAA (Abitration) \$300 per case and Arbitrator Fee between \$500 and \$1,000 per case.	2,800	1,500	1,500
TOTAL			2,800	1,500	1,500
11522	5306	Advertising			
		Advertising of vacant positions within the City via various media: Boston Globe, Salem News, MMA, position-related publications, and on-line	4,000	2,000	2,000
TOTAL			4,000	2,000	2,000
11522	5317	Educational Training			
		Management Tuition Reimbursement, miscellaneous licenses for City employees	2,000	2,000	2,000
		Miscellaneous training courses for employees	3,000	3,000	3,000
TOTAL			5,000	5,000	5,000
11522	5320	Contracted Services			
		Weekly uniforms for City employees contractually required to wear them	14,000	13,800	13,800
TOTAL			14,000	13,800	13,800
11522	5381	Printing and Binding			
		Envelopes, Letterhead	100	100	100
		Printing employee correspondence	200	200	200
		HR Personnel Action Forms (PAFs)	150	150	150
TOTAL			450	450	450
11522	5421	Office Supplies			
		General office supplies as needed	1,400	1,000	1,000
		Cartridges for fax machine and two (2) printers	850	500	500
TOTAL			2,250	1,500	1,500
11522	5710	In State Travel/Meetings			
		Periodic MMPA conferences	300	200	200
TOTAL			300	200	200
11522	5730	Dues and Subscriptions			
		MMPA Dues	100	100	100
		Subscription to legal reports	450	200	200
		Subscription to FLSA and Civil Service Reporter	200	200	200
TOTAL			750	500	500

FY 2010 DETAILED BUDGET REPORT
EXPENSES

HUMAN RESOURCES - 130

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11522	5780	Other Expenses-Commission on Disabilities Expenses			
		Film	50	50	50
		Brochures	125	75	75
		Letterhead	75	75	75
		Braille Printer Stock	100	100	100
TOTAL			350	300	300
11522	5851	Office Equipment	250	200	200
TOTAL			250	200	200
TOTAL PROPOSED			48,150	33,450	33,450

Human Resources – Workers' Comp.

Previous Fiscal Year Accomplishments

- Went from a self-insured plan to a fully insured plan with MIIA.

FY 2010 Goals & Objectives

- Utilize MIIA's safety training programs to keep employee injuries to a minimum, which will ultimately and hopefully +-have an effect on our annual premium with MIIA.
- Review older worker's compensation claims on a regular basis with the intent to settle claims.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Workmens' Comp-Personnel									
19121	5111	SALARIES-FULL TIME	187,769.32	230,000.00	149,879.94	149,879.94	177,000.00	177,000.00	177,000.00
19121	5172	WORKMENS' COMP-MEDIC	59,607.07	60,000.00	12,417.24	12,417.24	30,000.00	30,000.00	30,000.00
19121	5175	MEDICAL EXTENSION	15,000.00	15,000.00	246,598.04	246,597.48	5,000.00	5,000.00	5,000.00
19121	5179	WORKERS COMP-MIIA PREMIUM	0.00	0.00	0.00	0.00	239,295.00	239,295.00	239,295.00
Total Workmens' Comp-Personnel			262,376.39	305,000.00	408,895.22	408,894.66	451,295.00	451,295.00	451,295.00
130	912	Department Total	262,376.39	305,000.00	408,895.22	408,894.66	451,295.00	451,295.00	451,295.00

FY 2010 DETAILED BUDGET REPORT
EXPENSES

HR/WORKMEN'S COMP - 130

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
19121	5111	Workers' Compensation Wages Wages paid to employees injured on the job prior to 7/1/2008	177,000	177,000	177,000
TOTAL			177,000	177,000	177,000
19121	5172	Workers' Compensation Medicals Medical invoices for injuries incurred prior to 7/1/2008	30,000	30,000	30,000
TOTAL			30,000	30,000	30,000
19121	5175	Medical Extension Statutorily required legal fees and COLA Assessment paid to Mass. DIA	5,000	5,000	5,000
TOTAL			5,000	5,000	5,000
19121	5179	Workers' Compensation Insurance Premium to MIIA Annual premium to MIIA for Workers' Compensation Insurance	239,295	239,295	239,295
TOTAL			239,295	239,295	239,295
TOTAL PROPOSED			451,295	451,295	451,295

Human Resources – Unemployment Comp

FY 2010 Goals & Objectives

- Explore methods to reduce cost of unemployment by certifying the City of Salem as a seasonal employer for some seasonal position.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Unemployment Comp-Personnel									
19131	5173	UNEMPLOYMENT COMPENS	182,155.15	230,000.00	238,000.00	238,000.00	230,000.00	230,000.00	230,000.00
Total Unemployment Comp-Personnel			182,155.15	230,000.00	238,000.00	238,000.00	230,000.00	230,000.00	230,000.00
130	913	Department Total	182,155.15	230,000.00	238,000.00	238,000.00	230,000.00	230,000.00	230,000.00

FY 2010 DETAILED BUDGET REPORT
EXPENSES

HR/UNEMPLOYMENT COMP - 130

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
19131	5173	Unemployment compensation Payments to MA DET for unemployment compensation paid to former employees	230,000	230,000	230,000
TOTAL			230,000	230,000	230,000
TOTAL PROPOSED			230,000	230,000	230,000

Human Resources – Group Insurance

Significant Changes

July 1, 2008 saw a seamless transition from Tufts health insurance to Blue Cross Blue Shield with MIAA. This transition to BCBS allowed the City of Salem to offer the exact same plan design to all employees at a more affordable rate for not only them, but also the City. We have established a remarkable working relationship with MIAA and BCBS since our decision to work with them.

Previous Fiscal Year Accomplishments

- Seamless transition to BCBS through MIAA.

FY 2010 Goals & Objectives

- As stated in the prior year, we will strive to reduce health insurance costs with promotion of plan design changes and options, and frequent wellness fairs for all employees.
- Distribute MIAA Wellness flyers as received to all employees.
- Coordinate and schedule fun, integrative and lively wellness programs to employees, which will include fitness, nutrition, and stress management.
- Look to promote even more aggressively the Section 125 Cafeteria Plan to all employees which would save not only our employees money, but also save the City money as well.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Group Insurance-Personnel									
19141	5174	MEDICAL INSURANCE	10,330,749.86	9,894,642.00	9,918,130.19	8,917,462.16	10,327,880.00	10,238,915.00	10,238,915.00
19141	5181	DENTAL INSURANCE	18,609.14	40,000.00	40,933.17	30,711.18	40,000.00	40,000.00	40,000.00
19141	5182	LIFE INSURANCE	86,679.84	95,000.00	95,210.75	96,592.88	107,000.00	107,000.00	107,000.00
Total Group Insurance-Personnel			10,436,038.84	10,029,642.00	10,054,274.11	9,044,766.22	10,474,880.00	10,385,915.00	10,385,915.00
130	914	Department Total	10,436,038.84	10,029,642.00	10,054,274.11	9,044,766.22	10,474,880.00	10,385,915.00	10,385,915.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HR/GROUP INSURANCE - 130

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
19141	5174	Medical Insurance City share of health insurance costs for City and School employees and Retirees Migration to BC HMO Value Plans	10,327,880	10,327,880	10,327,880 (88,965)
TOTAL			10,327,880	10,327,880	10,238,915
19141	5181	Dental Insurance City share of dental insurance costs for City and School employees	40,000	40,000	40,000
TOTAL			40,000	40,000	40,000
19141	5182	Life Insurance City share of employee basic term life insurance premiums	107,000	107,000	107,000
TOTAL			107,000	107,000	107,000
TOTAL PROPOSED			10,474,880	10,474,880	10,385,915

Fire

Mission Statement

The primary mission of the Salem fire Department is to provide a range of programs designed to protect the lives and property of the citizens of Salem from the adverse effects of fire sudden medical emergencies or the exposure to dangerous conditions created by either man or nature.

Significant Changes

Significant changes for this fiscal year will be the changes that have and will take place within our ranks. January of 08 saw the retirement of a Deputy Chief, a Captain, and a Firefighter. We also increased our numbers by 1 new Firefighter in January bringing the total uniformed force to 77. These personnel moves provided for a considerable change in our command structure. By the time July of 08 rolls around (FY09) we will have 1 new Deputy Chief, 2 new Captains, 2 new Lieutenants, and 4 new firefighters who will be trained and adjusted to their new positions. I am also anticipating two more retirements and the addition of two more Firefighters by January 1 of 2009. Our new recruits will reduce the overall age of our firefighting force and as always will infuse a sense of excitement for training with the veteran members of the department. Our Technical rescue team will continue to train and grow. This is one of the most exciting programs to be undertaken by our firefighters in many years. This program has the support of the department the union and private industry.

Previous Fiscal Year Accomplishments

- Responded to over 7000 runs including fires, medical aid, hazardous material, and various service requests
- Completed federal compliance for National Incident Management System (NIMS) with firefighters and officers.
- Conducted a Table Top Exercise for top City Officials, NERAC grant funding.
- Organized and participated in a Regional Table top/functional drill with members of the Southern Essex Regional planning Committee, NRAC grant funding.
- Purchased new SCBA (self contained breathing apparatus) and turnout gear with AFGP funding.
- Purchased equipment to outfit a technical rescue team with private industry support.

FY 2010 Goals & Objectives

- Further develop our Technical Rescue Team that can serve the city and industry in the areas of rope rescue trench rescue and confined space rescue. Study area businesses for inclusion in confined space regulations.
- Further develop the office of Emergency Management within the fire department to one day have a full time Manager.
- Work with area communities to further develop Regional Emergency Planning Committee and integrate private business in a cooperative effort to track and record Tier 2 reports.

- Further develop a functional Emergency Operation Center at Station 1.
- Conduct a functional exercise with all departments followed by a functional exercise following Homeland Security Exercise and Evaluation (HSEEP) guidelines.

PERFORMANCE INDICATORS

100-Fire

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Fire inspections	Not available	Not available	Not available	788	1,000
Emergency Responses	Not available	Not available	Not available	6,198	6,200
Response time to emergencies	Not available	Not available	Not available	3 min 38 sec	3 min 38 sec
Mutual Aid Given	Not available	Not available	Not available	38	42
Mutual Aid Received	Not available	Not available	Not available	20	22
Training Classes	Not available	Not available	Not available	825	875

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Fire-Personnel									
12201	5111	SALARIES-FULL TIME	4,713,137.59	4,873,948.00	4,815,336.53	4,776,217.25	3,973,070.00	4,139,803.00	4,139,803.00
12201	5113	SALARIES-PART TIME	13,219.10	59,717.00	32,817.00	26,216.35	54,877.00	55,175.00	55,175.00
12201	5131	OVERTIME (GENERAL)	706,003.54	696,427.00	728,277.00	708,251.09	791,043.00	717,781.00	717,781.00
12201	5133	EMT	0.00	0.00	0.00	0.00	77,550.00	92,400.00	92,400.00
12201	5134	DEFIB	0.00	0.00	0.00	0.00	37,500.00	41,500.00	41,500.00
12201	5135	DEFIB RECERTIFICATIO	77,000.00	85,000.00	83,000.00	83,000.00	78,000.00	87,000.00	87,000.00
12201	5136	HOLIDAYS	0.00	0.00	0.00	0.00	318,839.00	341,633.00	341,633.00
12201	5137	FIRST RESPONDER	0.00	0.00	0.00	0.00	29,400.00	28,350.00	28,350.00
12201	5138	OUT OF GRADE	0.00	0.00	0.00	0.00	45,000.00	30,000.00	30,000.00
12201	5139	NIGHTS	0.00	0.00	0.00	0.00	278,440.00	291,912.00	291,912.00
12201	5141	LONGEVITY	107,581.00	108,579.00	108,579.00	108,579.00	107,073.00	104,122.00	104,122.00
12201	5145	EDUCATION INCENTIVE	0.00	0.00	0.00	0.00	34,729.00	36,118.00	36,118.00
12201	5149	UNIFORM STIPEND	0.00	0.00	0.00	0.00	112,500.00	124,500.00	124,500.00
12201	5150	FRINGE/STIPENDS	403,800.00	433,700.00	430,750.00	430,750.00	319,350.00	317,650.00	317,650.00
Total Fire-Personnel			6,020,741.23	6,257,371.00	6,198,759.53	6,133,013.69	6,257,371.00	6,407,944.00	6,407,944.00
Fire-Expenses									
12202	5211	ELECTRICITY	31,980.89	37,000.00	37,000.00	34,852.64	37,000.00	37,000.00	37,000.00
12202	5215	NATURAL GAS	30,311.31	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00
12202	5216	OIL HEAT	20,454.57	20,000.00	13,035.39	13,035.39	20,000.00	20,000.00	20,000.00
12202	5241	BUILDING MAINTENANCE	21,214.66	25,000.00	25,000.00	24,386.33	25,000.00	25,000.00	25,000.00
12202	5258	FIRE EQUIPMENT REPAI	34,178.39	45,000.00	63,000.00	64,242.91	45,000.00	45,000.00	45,000.00
12202	5264	PUBLIC EDUCATION	0.00	2,500.00	1,495.00	994.66	2,500.00	2,500.00	2,500.00
12202	5277	PHOTOCOPY MACHINE LE	3,455.76	5,500.00	5,500.00	3,455.76	5,500.00	5,500.00	5,500.00
12202	5284	EQUIPMENT LEASE	103,277.00	103,295.00	103,295.00	103,295.00	103,295.00	103,295.00	103,295.00
12202	5294	FIRE PROT CLOTHING	14,493.15	15,000.00	15,000.00	14,405.94	15,000.00	15,000.00	15,000.00
12202	5300	PURCHASE OF SERVICES	14,001.17	15,000.00	15,000.00	14,024.69	15,000.00	15,000.00	15,000.00
12202	5317	EDUCATIONAL TRAINING	12,782.72	15,000.00	9,322.05	9,277.80	15,000.00	15,000.00	15,000.00
12202	5318	DENTAL/MEDICAL SERVI	20,000.00	15,000.00	32,647.56	12,688.64	15,000.00	15,000.00	15,000.00
12202	5318R	DENTAL/MEDICAL SERVI	30,000.00	25,000.00	41,000.00	38,815.07	25,000.00	25,000.00	25,000.00
12202	5341	TELEPHONE	18,149.29	21,000.00	21,000.00	19,337.49	21,000.00	21,000.00	21,000.00
12202	5382	LAUNDRY SERVICES	454.11	1,000.00	1,000.00	678.92	1,000.00	1,000.00	1,000.00
12202	5421	OFFICE SUPPLIES (GEN	4,061.44	5,250.00	5,250.00	5,069.35	5,250.00	5,250.00	5,250.00
12202	5451	CUSTODIAL SUPPLIES	5,545.90	5,000.00	5,000.00	4,851.61	5,000.00	5,000.00	5,000.00
12202	5510	FIRE PREVENTION	1,990.48	5,000.00	5,000.00	4,898.93	5,000.00	5,000.00	5,000.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
12202	5513	EMERGENCY MANAGEMENT	194.96	5,000.00	5,000.00	4,572.26	5,000.00	5,000.00	5,000.00
12202	5586	FIRE SUPPRESSION SUP	23,327.56	21,500.00	29,000.00	28,517.82	21,500.00	21,500.00	21,500.00
12202	5730	DUES AND SUB	1,200.00	1,500.00	1,500.00	1,400.00	1,500.00	1,500.00	1,500.00
Total Fire-Expenses			391,073.36	416,545.00	462,045.00	430,801.21	416,545.00	416,545.00	416,545.00
100	220	Department Total	6,411,814.59	6,673,916.00	6,660,804.53	6,563,814.90	6,673,916.00	6,824,489.00	6,824,489.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
CODY DAVE	100 FIRE	12201-5111	CHIEF		88,262.73		1.0	1		88,262.73	90,027.98	90,027.98	90,027.98	90,027.98	90,027.98	90,027.98
	100 FIRE	12201-5111	Deputy Chiefs		254,648.56		4.0	4		63,662.14	64,935.38	259,741.52	259,741.52	64,935.38	259,741.52	259,741.52
	100 FIRE	12201-5111	Captains		511,570.71		9.0	9		56,841.19	57,978.02	521,802.18	521,802.18	57,978.02	521,802.18	521,802.18
	100 FIRE	12201-5111	Lieutenants		812,017.28		16.0	16		50,751.08	51,766.10	828,257.60	828,257.60	51,766.10	828,257.60	828,257.60
	100 FIRE	12201-5111	Fire Fighters -4		1,897,648.48		38.0	38	34	44,131.36	45,013.99	1,710,531.62	1,530,475.66	45,013.99	1,710,531.62	1,710,531.62
	100 FIRE	12201-5111	Fire Fighters -3		-			0		41,535.40	42,763.29	-	-	42,763.29	-	-
	100 FIRE	12201-5111	Fire Fighters -2		-		6.0	6		39,804.77	38,892.09	233,352.54	-	38,892.09	233,352.54	233,352.54
	100 FIRE	12201-5111	Fire Fighters -1 (Replace 3 retirees by 7/1)		-		3.0	3		33,892.89	34,570.75	103,712.25	103,712.25	34,570.75	103,712.25	103,712.25
	100 FIRE	12201-5111	Fire Fighters -1 (Replace 2 retirees 9/30)		-		2.0	2	9 months	33,892.89	34,570.75	-	-	34,570.75	51,856.13	51,856.13
	100 FIRE	12201-5111	Fire Fighters -1		169,464.45		3.0	3	2 months	33,892.89	34,570.75	-	-	34,570.75	17,285.38	17,285.38
ODONNELL THOMAS	100 FIRE	12201-5111	MECHANIC	11/2005	46,837.42		1.0	1		46,837.42	47,774.17	47,774.17	47,774.17	47,774.17	47,774.17	47,774.17
			Step Increases		7,061.01			1		7,061.01	5,806.61	-	-	5,806.61	5,806.61	5,806.61
					-		6.0			-	-	-	-	-	-	-
										<i>Atsme Total</i>		<i>Atsme Total</i>	<i>Atsme Total</i>	<i>Atsme Total</i>	<i>Atsme Total</i>	<i>Atsme Total</i>
					4,609,216.74		89.0		Total Full Time - 5111			4,070,661.18	3,651,446.07		4,139,802.68	4,139,802.68
CAMPBELL CHRISTINE	100 FIRE	12201-5113	CLERK		19,716.03	P		19		19.88	-	-	-	-	-	-
GREENBAUM ERIN	100 FIRE	12201-5113	CLERK	7/14/2008	-	P		19		15.00	15.00	14,877.00	14,877.00	15.30	15,174.54	15,174.54
Part-Time FAO's	100 FIRE	12201-5113	FAO's		25,000.00			4		15.00	15.00	25,000.00	25,000.00	15.00	25,000.00	25,000.00
	100 FIRE	12201-5113	Emergency Mgmt Clerk		15,000.00			1		15.00	15.00	15,000.00	15,000.00	15.00	15,000.00	15,000.00
					59,716.03				Total PartTime - 5113			54,877.00	54,877.00		55,174.54	55,174.54
	100 FIRE	12201-5139	Nights Firefighters & Fao's		280,370.40			83		Varies	Varies	278,439.38	242,892.25	Varies	291,911.64	291,911.64
	100 FIRE	12201-5145	Edu Incentive		37,507.06			82		Varies	Varies	34,728.76	32,876.56	Varies	36,117.91	36,117.91
	100 FIRE	12201-5133	EMT		80,600.00			55		1,550.00	1,550.00	77,550.00	64,350.00	1,550.00	92,400.00	92,400.00
	100 FIRE	12201-5134	Defib - FF & Mechanic		40,000.00			83		500.00	500.00	37,500.00	32,500.00	500.00	41,500.00	41,500.00
	100 FIRE	12201-5136	Holidays FF& Mechanic		326,628.64			80		Varies	Varies	318,638.87	283,880.32	Varies	341,632.34	341,632.34
	100 FIRE	12201-5137	First Resp - FF & Mech		26,600.00			28		950.00	1,050.00	29,400.00	27,300.00	1,050.00	28,350.00	28,350.00
	100 FIRE	12201-5138	Out of Grade		30,000.00			79		-	-	45,000.00	45,000.00	-	30,000.00	30,000.00
					821,706.10							821,457.01	728,799.13		861,911.89	861,911.89
	100 FIRE	12201-5131	OT FF Contractual-82 & Mechanic		561,025.79					556,689.98	485,719.50	579,209.24	579,209.24		579,209.24	579,209.24
	100 FIRE	12201-5131	OT FF Contractual-6		55,400.96					97,420.75	182,144.81	63,571.75	63,571.75		63,571.75	63,571.75
	100 FIRE	12201-5131	OT - FAO'S		35,000.00				PT FAO's Budgeted here in FY08	61,932.29	62,860.00	35,000.00	35,000.00		35,000.00	35,000.00
	100 FIRE	12201-5131	OT - FF - Non-Contractual		45,000.00					75,000.00	75,000.00	40,000.00	40,000.00		40,000.00	40,000.00
					696,426.75				Total Overtime - 5131			791,043.02	805,724.31		717,780.99	717,780.99
	100 FIRE	12201-5135	DEFIB RECERT-FF & Mechanic		80,000.00			83		1,000.00	1,000.00	75,000.00	65,000.00	1,000.00	83,000.00	83,000.00
			DEFIB RECERT - Retiree		5,000.00			3		1,000.00	1,000.00	3,000.00	3,000.00	1,000.00	4,000.00	4,000.00
					85,000.00				Total Defib-5135			78,000.00	68,000.00		87,000.00	87,000.00
	100 FIRE	12201-5131	LONGEVITY - FF & Mechanic		108,578.13			83				107,073.12	107,073.12		104,122.45	104,122.45
					108,578.13				Total Longevity - 5141			107,073.12	107,073.12		104,122.45	104,122.45
	100 FIRE	12201-5150	Uniforms -FF & Mechanic		120,000.00			83		1,500.00	1,500.00	112,500.00	97,500.00	1,500.00	124,500.00	124,500.00
					120,000.00				Total Uniforms - 5149			112,500.00	97,500.00		124,500.00	124,500.00
	100 FIRE	12201-5150	Fringe -FAO's & FT Clerk		3,900.00			6		650.00	950.00	5,700.00	5,700.00	950.00	5,700.00	5,700.00
	100 FIRE	12201-5150	Stipend - FF & Mechanic		283,050.00			83		Varies	Varies	299,100.00	299,100.00	Varies	292,550.00	292,550.00
	100 FIRE	12201-5150	Stipend - Retiree		26,750.00					14,550.00	14,550.00	19,400.00	19,400.00		19,400.00	19,400.00
					309,800.00				Total Fringe - 5150			319,350.00	319,350.00		317,650.00	317,650.00
					5,992,637.65		89.0		Department Total			6,354,961.33	5,832,769.63		6,407,942.55	6,407,942.55

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	84.0	86.0	89.0	3.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks Old Now	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2		
BAUTISTA	PAULINE	100 FIRE	12201-5111	PRINCIPAL ACCT CLERK III	04151998	40,791.40	1.0	781.44	797.07				41,607.23	41,607.23	41,607.23	41,607.23		
BROWN	JEFFREY	100 FIRE	12201-5111	FIRE ALARM OPER III	07051990	44,462.39	1.0	817.69	834.04				43,537.09	43,537.09	43,537.09	43,537.09		
BROWN - Shift Differential						3,815.72							3,815.72	3,815.72	3,815.72	3,815.72		
DOBROSIELSKI	JOHN	100 FIRE	12201-5111	FIRE ALARM OP SUPERV	04281985	46,467.57	1.0	890.18	907.99				47,396.92	47,396.92	47,396.92	47,396.92		
LERNER	SHAWN	100 FIRE	12201-5111	FIRE ALARM OPER III	11111994	42,683.52	1.0	817.69	834.05				43,537.19	43,537.19	43,537.19	43,537.19		
LERNER - Shift Differential						1,778.87							1,778.87	1,778.87	1,778.87	1,778.87		
O'KEEFE	FRANCIS	100 FIRE	12201-5111	FIRE ALARM OPER II/III	1/7/2008	40,269.26	1.0	787.18	802.92	1/7/2010	834.04	28.0 24.2	42,665.63	42,665.63	42,665.63	42,665.63		
STEPHEN	PAUL	100 FIRE	12201-5111	FIRE ALARM OPER III	10/29/1996	42,683.52	1.0	817.69	834.05				43,537.19	43,537.19	43,537.19	43,537.19		
STEPHEN - Shift Differential						1,778.87							1,778.87	1,778.87	1,778.87	1,778.87		
						264,731.14	6.0					269,654.71	269,654.71	269,654.71	269,654.71	-		

FY 2010 DETAILED BUDGET REPORT
EXPENSES

FIRE DEPARTMENT - 100

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12202	5211	Electricity			
		Electric service for five stations. Reflects proposed increase in rates	37,000	37,000	37,000
TOTAL			37,000	37,000	37,000
12202	5215	Natural Gas			
		Gas service for heating, cooking, hot water in five stations. Reflects proposed increase in rates approx 7%	28,000	28,000	28,000
TOTAL			28,000	28,000	28,000
12202	5216	Oil Heat			
		Fuel oil for heat at Stations 4 & 6. Reflects increased cost.	20,000	20,000	20,000
TOTAL			20,000	20,000	20,000
12202	5241	Building Maintenance (5 buildings)			
		Repair of overhead doors, springs, and motors.			
		Repair to plumbing toilets, sinks.	25,000	25,000	25,000
		replace carpeting in office wing			
		General station maintenance/repairs			
TOTAL			25,000	25,000	25,000
12202	5258	Fire Equipment Repair			
		Ladder testing	3,500	3,500	3,500
		Tires - cars & trucks	5,000	5,000	5,000
		Batteries, motor oil, etc.	3,000	3,000	3,000
		Plow parts & repairs	1,000	1,000	1,000
		Vehicle glass repairs	500	500	500
		Inspection stickers - all vehicles	500	500	500
		Rental equipment - medical oxygen, etc.	750	750	750
		Unexpected transmission & engine work	5,000	5,000	5,000
		Body work - apparatus	12,500	12,500	12,500
		Truck lighting equipment	1,000	1,000	1,000
		Equipment - axes, valves, hose repairs	3,000	3,000	3,000
		Air compressor service & repairs	2,500	2,500	2,500
		Spark plugs, filters, small parts for trucks & other vehicles	2,250	2,250	2,250
		restore interior and body work Eng 2&5			
		Other miscellaneous parts & supplies	4,500	4,500	4,500
TOTAL			45,000	45,000	45,000
12202	5264	Public Education			
		S.A.F.E. program	200	200	200
		Public Safety Days	300	300	300
		Educational material - handouts	2,000	2,000	2,000
TOTAL			2,500	2,500	2,500
12202	5277	Photocopy Machine Lease			
		Machine lease and service calls - two copiers (Administration & Fire Prevention)	5,500	5,500	5,500
TOTAL			5,500	5,500	5,500
12202	5284	Equipment Lease			
		Provides for payment for the lease-purchase of KME Engine 1 and FP vehicles along with radio system dispatch.	103,295	103,295	103,295
TOTAL			103,295	103,295	103,295

FY 2010 DETAILED BUDGET REPORT
EXPENSES

FIRE DEPARTMENT - 100

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12202	5294	Fire Protective Clothing			
		Badges, PBI hoods, rubber & leather boots, suspenders	7,000	7,000	7,000
		Repairs to PPE (jackets & trousers)	2,000	2,000	2,000
		Purchase of/ replacement Personal Protective Equipment	6,000	6,000	6,000
	TOTAL		15,000	15,000	15,000
12202	5300	Purchase of Services			
		Radio service- mobiles,portables,repeaters batteries	8,000	8,000	8,000
		Typewriters & office machines	1,000	1,000	1,000
		Fax machines	500	500	500
		Computer work - installations,upgrades, hardware	5,500	5,500	5,500
	TOTAL		15,000	15,000	15,000
12202	5317	Educational Training			
		EMT training	3,000	3,000	3,000
		EMT re-certifications	5,500	5,500	5,500
		Firehouse software (training for users, updates, support)	3,000	3,000	3,000
		Training seminars	1,000	1,000	1,000
		Other miscellaneous training-related expenses tuition	2,500	2,500	2,500
	TOTAL		15,000	15,000	15,000
12202	5318	Dental Medical Services (Active Personnel)			
		Provides for medical expenses for active personnel - job-related medical expenses	15,000	15,000	15,000
		Will have to ask for additional funds if unexpected medical problems arise.			
	TOTAL	Figure is a 7 year average	15,000	15,000	15,000
12202	5318R	Dental Medical Services (Retired Personnel)			
		Provides for medical expenses incurred by retired personnel who were retired	25,000	25,000	25,000
		on medical disability. Will have to ask for additional			
	TOTAL	funds during fiscal year if unexpected medical problems arise. Figure is 7year average.	25,000	25,000	25,000
12202	5341	Telephone			
		Verizon (Local & Regional)	11,900	11,900	11,900
		AT&T (Long Distance)	2,500	2,500	2,500
		Nextel	5,000	5,000	5,000
		DSL lines outside stations	1,000	1,000	1,000
		Other	600	600	600
	TOTAL		21,000	21,000	21,000
12202	5382	Laundry Services			
		Provides for service and supplies incidental to the cleaning and maintenance	1,000	1,000	1,000
		of fire turnout clothing.			
	TOTAL		1,000	1,000	1,000
12202	5421	Office Supplies (General)			
		Paper			
		Toner and ink cartridges	5,250	5,250	5,250
		Station logs and Fire Alarm log Books			
		CD/DVD			
		Office forms and supplies			
	TOTAL		5,250	5,250	5,250

FY 2010 DETAILED BUDGET REPORT
EXPENSES

FIRE DEPARTMENT - 100

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12202	5451	Custodial Supplies			
		toilet tissue (heavy duty, perforated)	5,000	5,000	5,000
		rolled paper towels			
		50 cases trash can liners			
		Mops, dust-pans, mop handles, Spic & Span, urinal cakes, powdered hand soap, spray bottles, Lysol disinfectant, floor wax, dish washing soap, windex, furniture polish, SOS scrubbing pads, cleaning materials, bleach, Axax foaming cleaner, ammonia, hand soap toilet bowl brushes. Other misc cleaning supplies			
	TOTAL		5,000	5,000	5,000
12202	5510	Fire Prevention			
		Fire Prevention Week educational materials	1,000	1,000	1,000
		Code books	500	500	500
		NFPA code updates	1,000	1,000	1,000
		Arson seminars	250	250	250
		Fire Prevention forms / supplies	1,500	1,500	1,500
		Fire Prevention seminars / meetings	600	600	600
		Other miscellaneous supplies / expenses	150	150	150
	TOTAL		5,000	5,000	5,000
12202	5513	Emergency Management			
		Emergency management expenses	5,000	5,000	5,000
	Total		5,000	5,000	5,000
12202	5586	Fire Suppresion Supplies			
		Hose & nozzles	5,000	5,000	5,000
		Pump testing	1,000	1,000	1,000
		Class A foam	1,000	1,000	1,000
		Self-contained breathing apparatus (SCBA) repair/face piece	2,500	2,500	2,500
		Dictaphone callcheck repairs / parts	3,500	3,500	3,500
		Mask fit testing	1,000	1,000	1,000
		Mobil radio replacements	5,000	5,000	5,000
		Other miscellaneous or unanticipated items - ladder replacements	2,500	2,500	2,500
	TOTAL		21,500	21,500	21,500
12202	5730	Dues & Subscriptions			
		Membership dues - professional organizations, fire & management periodicals	1,500	1,500	1,500
	TOTAL		1,500	1,500	1,500
TOTAL PROPOSED			416,545	416,545	416,545

**FY 2010 BUDGET
FIRE DEPARTMENT PERSONNEL**

Rank	Name	Base Salary	#		Rank	Name	Base Salary	#	Total
Chief	Cody	90,027.98	1	90,027.98	Firefighters - 4	Geary	45,013.99		
Deputy Chiefs	Beaudet	64,935.38				Griffith	45,013.99		
	Harrington	64,935.38				Holloran, C	45,013.99		
	Lynch, J	64,935.38				Jellison	45,013.99		
	Giunta	64,935.38	4	259,741.52		Klignetob	45,013.99		
Captains	Cranney	57,978.02				Koen, J	45,013.99		
	Digiacomio	57,978.02				Krajeski	45,013.99		
	Dionne	57,978.02				Larrabee	45,013.99		
	Francis	57,978.02				Leblanc	45,013.99		
	Payne	57,978.02				Luzinski	45,013.99		
	Koen, K	57,978.02				Marfongelli, P	45,013.99		
	Marfongelli	57,978.02				Michaud	45,013.99		
	Monahan	57,978.02				Morrison	45,013.99		
	Levasseur	57,978.02	9	521,802.18		ODonnell M	45,013.99		
Lieutenants	Arno	51,766.10				O'Keefe, E	45,013.99		
	Brennan	51,766.10				O'Keefe, K	45,013.99		
	Bresnahan	51,766.10				Pelletier	45,013.99		
	Cook	51,766.10				Roth	45,013.99		
	Silva W	51,766.10				Sanville	45,013.99		
	Frechette	51,766.10				Saffer	45,013.99		
	Griffin	51,766.10				Szczecowicz	45,013.99		
	Lemelin JR	51,766.10				Therault	45,013.99		
	Leonard	51,766.10				Thomas, J	45,013.99		
	Austin	51,766.10				Thomas, RP	45,013.99		
	Mento	51,766.10				Tobin	45,013.99		
	O'Leary	51,766.10				Tremblay	45,013.99	38	1,485,461.67
	Hebert	51,766.10							
	Phillips	51,766.10			Firefighters - 3	Ataide	42,763.29		
	Schaublin	51,766.10				Brophy	42,763.29		
	Flynn	51,766.10	16	828,257.60		O'Bolye	42,763.29		128,289.87
Firefighters -4						Twomey	42,763.29	4	
	Avigian	45,013.99			Firefighters - 2	Bingham	38,892.09		
	Burke, P	45,013.99				Jurasek	38,892.09		
	Burns	45,013.99				RW Thomas	38,892.09	3	116,676.27
	Butler	45,013.99			Firefighters - 1	Al-Nabulsi	34,570.75		
	Campanaro	45,013.99				Darisse	34,570.75		
	Cooke, Ray	45,013.99				Henderson	34,570.75		
	Cosbar	45,013.99			FF1 for 9/30/09	John Doe 1	34,570.75		
	Defranco, F	45,013.99				John Doe 2	34,570.75		
	Defranco, P	45,013.99			FF1 for 5/1/10	John Doe 3	34,570.75		
	Duffy	45,013.99				John Doe 4	34,570.75		
	Brophy	45,013.99				John Doe 5	34,570.75	8	276,566.00
	Gallant	45,013.99			Total FF			83	3,706,823.09

Harbormaster

Mission Statement

The Harbormaster Departments primary mission is the protection of life and property upon the Islands and waters of Salem Sound, enforcement of all state and local laws and the security of the Port. The secondary mission is the management of mooring fields, the assignment of slips, the management of all public docks and the enforcement and collection of mooring fees on a fair and equitable basis.

Significant Changes

Mooring fee's for Salem residents were brought to six dollars per foot to come into compliance with state law. The result will be a projected revenue increase of \$30,000. Boat storage on Winter Island was initiated but was not successful. The market that needs the space was not allowed onto Winter Island. It was, however, a beginning and we will endeavor this year to reverse that decision. Camera system added to Winter Island for added security.

Previous Year Accomplishments

- Took delivery of a new pump-out boat purchased through a \$35,000 state grant and a \$20,000 donation from Dominion Energy.
- Salem Sound was declared a Federal no discharge zone through cooperation between all local Harbormasters and the civic organization known as Salem Sound coast watch. This prohibits the discharge of sewerage, treated or not, from boats, into any part of Salem Sound.
- Hired two Peabody Police Officers who are avid boat owners in an attempt to continue to add law enforcement expertise to that difficult to attain mixture of nautical and law enforcement knowledge.
- Again upgraded USCG license to Master of Inspected, steam and motor vessels resulting in more credibility with commercial ships, the USCG and public.
- Received Federal TWIC card, (Transportation Worker Identification Credential) which allows instant access to any federal port security areas without delay or question.

2010 Goals and Objectives

- To attain 100% compliance in the mooring fields and slips while maintaining a high level of public safety on the waters and islands of Salem Sound.
- To convince the Salem Park Commission that boats on jack stands will not diminish Winter Island in any way and will generate a large amount of revenue.

PERFORMANCE INDICATORS

110-Harbormaster

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
MOORING INFORMATION					
MOORINGS RECORDS			1,472		
MOORINGS CATALOGED			1,440		
SLIPS CATALOGED			332		
MOORING / SLIP FEE'S COLLECTED					
WARNING TAGS ISSUED					
MOORING CALLS (UNAUTHORIZED USE OR BOATS HITTING)			15		
TANKER / POWER PLANT SERVICE					
TANKER ESCORT INBOUND (HEAVY)			14		
TANKER ESCORT OUTBOUND (LIGHT)			14		
OIL BARGE INBOUND (HEAVY)			2		
OIL BARGE OUTBOUND (LIGHT)			2		
PROPERTY CASES					
FOUND/LOST/STOLEN BOATS			24		
BREAKING AND ENTERING			4		
ABANDONED BOATS			1		
FUEL SPILLS			11		
CRIMINAL CASES					
DOMESTICS			2		
LARCENY			6		
MOVING VIOLATIONS			14		
CRIMINAL CASES THAT REACH COURT			11		
LEAVING SCENE OF ACCIDENT			6		
SAR RESPONSES (SEARCH & RESCUE)					
FATALITIES			2		
MAYDAYS			16		

PERFORMANCE INDICATORS

110-Harbormaster

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
GROUNDINGS SOFT			7		
TOWS			34		
DEWATERINGS (PREVENT SINKING)			13		
FLARE SIGHTINGS			2		
CAR IN WATER			4		
COLLISIONS			9		
MANOVERBOARD			12		
MED AID			2		
OVERDUE					
MUTUAL AID REQUESTS			19		
MARBLEHEAD			5		
BEVERLY			8		
MANCHESTER			1		
COAST GUARD			3		
MEP			2		
OTHER CALLS			21		

FY 2006 & 2007 information not available due to computer issues

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Harbormaster-Personnel									
12951	5111	SALARIES-FULL TIME	108,497.10	115,678.00	114,078.00	89,087.55	120,617.00	79,826.00	79,826.00
12951	5113	SALARIES-PART TIME	93,761.74	79,508.00	81,108.00	81,104.05	77,756.00	95,481.00	95,481.00
12951	5150	FRINGE/STIPENDS	200.00	650.00	650.00	650.00	0.00	0.00	0.00
Total Harbormaster-Personnel			202,458.84	195,836.00	195,836.00	170,841.60	198,373.00	175,307.00	175,307.00
Harbormaster-Expenses									
12952	5211	ELECTRICITY	3,099.70	3,000.00	3,786.04	3,173.94	2,700.00	3,000.00	3,000.00
12952	5244	VEHICLE REPAIR AND M	14,808.95	13,000.00	29,600.00	28,449.82	11,700.00	13,000.00	13,000.00
12952	5317	EDUCATIONAL TRAINING	715.00	1,200.00	1,200.00	1,170.00	1,080.00	1,200.00	1,200.00
12952	5341	TELEPHONE	3,438.61	4,000.00	4,300.00	4,135.10	3,600.00	4,000.00	4,000.00
12952	5353	HAULING FLOATS/BOATS	500.00	500.00	229.50	229.50	450.00	500.00	500.00
12952	5381	PRINTING AND BINDING	939.99	1,000.00	1,000.00	919.27	900.00	1,000.00	1,000.00
12952	5421	OFFICE SUPPLIES (GEN	2,984.04	2,500.00	2,584.46	2,465.20	2,250.00	2,500.00	2,500.00
12952	5481	GASOLINE/DIESEL FUEL	9,167.61	9,000.00	9,000.00	7,470.95	8,100.00	9,000.00	9,000.00
12952	5501	MED & SURGICAL SUPPL	119.60	300.00	0.00	0.00	270.00	300.00	300.00
12952	5791	UNIFORMS	1,823.15	2,800.00	2,800.00	2,766.01	2,520.00	2,800.00	2,800.00
Total Harbormaster-Expenses			37,596.65	37,300.00	54,500.00	50,779.79	33,570.00	37,300.00	37,300.00
110	295	Department Total	240,055.49	233,136.00	250,336.00	221,621.39	231,943.00	212,607.00	212,607.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	FY 2010
GIFFORD	PETER	110 HARBORMASTER	12951-5111 HARBORMASTER		55,356.53		1.0	1		1,060.47	1,125.38	58,744.84	58,744.84	1,125.38	58,744.84	58,744.84
			Gifford Longevity		-					1,500.00	1,500.00	-	-	1,500.00	-	-
			Holidays		-		2 days	231.36		437.76	462.72	-	-	462.72	-	-
			Holidays		-		11 days	347.05		3,603.27	3,817.55	-	-	3,817.55	-	-
			Night Rate		-		Per Wk	92.92		4,588.14	4,850.42	-	-	4,850.42	-	-
			Senior Master/Veteran		-					4,550.00	5,300.00	-	-	5,300.00	-	-
			Specialty Pay		-					1,000.00	1,000.00	-	-	1,000.00	-	-
			Professional Develop		-					2,675.00	2,675.00	-	-	2,675.00	-	-
			Firearms Qualification		-					500.00	800.00	-	-	800.00	-	-
		22	Defib		-					425.00	425.00	-	-	425.00	-	-
			Wellness		19,529.17					250.00	250.00		21,080.69	250.00		
										Total Stipends		21,080.69			21,080.69	21,080.69
										Total AFSCME 1818		40,791.48		-	-	-
					74,885.70	1.0	Total Full Time - 5111					120,617.01	79,825.53		79,825.53	79,825.53
AUSTIN	RUSSELL	110 HARBORMASTER	12951-5113 ASST HARBORMASTER	12/1/93	2,640.00	P		8	22	15.00	15.00	2,640.00	2,640.00	15.00	2,640.00	2,640.00
BUONFIGLIO	RICHARD	110 HARBORMASTER	12951-5113 ASST HARBORMASTER		3,960.00	P		12	22	15.00	15.00	3,960.00	3,960.00	15.00	3,960.00	3,960.00
CAVANAUGH	JOHN	110 HARBORMASTER	12951-5113 SECURITY		7,488.00	P		16	52	9.00	9.00	7,488.00	7,488.00	9.00	7,488.00	7,488.00
CLEARY	KEVIN	110 HARBORMASTER	12951-5113 PUMP BOAT OPER	6/25/2007	5,280.00	25%		20	22	12.00	12.00	5,280.00	5,280.00	12.00	5,280.00	5,280.00
DUNN	JOE	110 HARBORMASTER	12951-5113 ASST HARBORMASTER		3,300.00	P		10	22	15.00	-	-	-	-	-	-
GREEN	WESLEY	110 HARBORMASTER	12951-5113 ASST HARBORM/PUMPOUT		3,960.00	P		12	22	15.00	15.00	3,960.00	3,960.00	15.00	3,960.00	3,960.00
LARIVEE	MARK	110 HARBORMASTER	12951-5113 ASSIST HARBORMSTR		5,280.00	P		16	22	15.00	15.00	5,280.00	5,280.00	15.00	5,280.00	5,280.00
LEVESQUE	STEPHEN	110 HARBORMASTER	12951-5113 ASST HARBORMASTER	7/17/00	3,960.00	P		12	22	15.00	15.00	3,960.00	3,960.00	15.00	3,960.00	3,960.00
MACFARLANE	ERIC	110 HARBORMASTER	12951-5113 ASSIST HARBORMSTR		5,280.00	P		16	22	15.00	15.00	5,280.00	5,280.00	15.00	5,280.00	5,280.00
MALIONEK	WAYNE	110 HARBORMASTER	12951-5113 ASST HARBORMASTER		5,280.00	P		16	22	15.00	15.00	5,280.00	5,280.00	15.00	5,280.00	5,280.00
MULLIGAN	PATRICK	110 HARBORMASTER	12951-5113 ASSIST HARBORMSTR	05041994	5,280.00	P		16	22	15.00	15.00	5,280.00	5,280.00	15.00	5,280.00	5,280.00
MURPHY	NEWTON	110 HARBORMASTER	12951-5113 ASSIST HARBORMSTR		3,960.00	P		12	22	15.00	-	-	-	-	-	-
NICGORSKI	GARY	110 HARBORMASTER	12951-5113 ASSIST HARBORMSTR	8/02/00	2,640.00	P		8	22	15.00	15.00	2,640.00	2,640.00	15.00	2,640.00	2,640.00
REDDY	PHIL	110 HARBORMASTER	12951-5113 ASST HARBORMASTER		2,640.00	P		8	22	15.00	15.00	2,640.00	2,640.00	15.00	2,640.00	2,640.00
SCIALDONE	MATT	110 HARBORMASTER	12951-5113 ASSIST HARBORMSTR		3,960.00	P		12	22	15.00	15.00	3,960.00	3,960.00	15.00	3,960.00	3,960.00
STPIERRE	Thomas	110 HARBORMASTER	12951-5113 ASST HARBORMASTER	8/29/01	3,960.00	P		12	22	15.00	15.00	3,960.00	3,960.00	15.00	3,960.00	3,960.00
VAN DE STADT	WILLEM	110 HARBORMASTER	12951-5113 ASST HARBORMASTER	6/4/04	2,640.00	P		8	22	15.00	-	-	-	-	-	-
3rd Shift Coverage - July - Sept		110 HARBORMASTER	12951-5113 ASST HARBORMASTER		8,000.00			15 Weeks		660.33	660.33	8,000.00	8,000.00	660.33	8,000.00	8,000.00
REPLACE Green, Murphy, Van De Sta		110 HARBORMASTER	12951-5113 ASST HARBORMASTER									9,900.00	9,900.00		9,900.00	9,900.00
Adjustment to level Fund												(1,752.00)	(1,752.00)		(1,752.00)	(1,752.00)
Adjustment for 10% Cut - Reduce Principal Clerk to Part Time								19	52		17.94		17,724.72	17.94	17,724.72	17,724.72
					79,508.00	Total PartTime - 5113						77,756.00	95,480.72		95,480.72	95,480.72
					154,393.70	1.0	Department Total					198,373.01	175,306.25		175,306.25	175,306.25

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	2.0	2.0	1.0	-1.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET	F	Rate	Rate	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
					FY 2009	T	FY 2009	FY 2010	Date	Rate	# Wks	FY 2010		FY 2010	FY 2010	FY 2010	
					52.2	E	2.0%	2.0%			Old	Now		52.2	52.2	52.2	
COOK	ELAINE	110 HARBORMASTER	12951-5111 PRINCIPAL CLERK	3/11/96	40,791.48	0.0	781.45	797.07				40,791.48		Layoff FY 2009	Layoff FY 2009		
					40,791.48	0.0						40,791.48	-	-	-	-	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HARBORMASTER - 110

ORG	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12952	ELECTRICITY			
	Office has electric heat supplemented by propane. Security lights are on during all hours of darkness due to the isolation of the building and its proximity to Plummer Farm	2,700	2,700	3,000
TOTAL		2,700	2,700	3,000
12952	VEHICLE REPAIR AND MAINTENANCE			
	Most expenditures come from this item. We are basically running a motor pool for four boats. All four run all summer and two in the winter. All must be maintained as well as the pumpout station. All engine purchases, engine repairs, repairs to the hull, steering system, radar, GPS, GPS, radios, sirens, blue lights, gas pumps, hoses, nozzles, three trailers and all parts come out of this line item. All chains for 8 "5MPH" buoys and rock marker buoys. We primarily use three vendors in Salem. Nautical Traders, Weiner Bros, and J&W Marine for most routine needs. Less used vendors include Quality marine, Home Depot, H&H Propeller, Markarian Sign (boat lettering). Salt water and the constant salt air have extreme effect on equipment.	11,700	11,700	13,000
TOTAL		11,700	11,700	13,000
12952	EDUCATIONAL TRAINING			
	Pays for state law mandated training. Has been decreasing from 5,000 to 3,000 to 2800 to 700 over last 4 years. Last year it was restored to a managable level. In service classes that run all winter at SPD are funded through this line item. nerpi ploice acadamy for new personnel is funded through this item. CPR & 1st responder courses will take place this spring	1,080	1,080	1,200
TOTAL		1,080	1,080	1,200
12952	TELEPHONE & COMMUNICATIONS			
	Office operates on 4-phone line "bump" system, similar to the Police Depts. So that if a line is busy it will be bumped to an open line. 3 Nextels are inservice with call forwarding so that no call will go unanswered 24 per day. More and more boaters and commercial traffic are using cell phones instead of the traditional radios to call for help.	3,600	3,600	4,000
TOTAL		3,600	3,600	4,000
12952	HAULING FLOATS/BOATS			
	These funds are used to pay Joycelyn trucking to haul out abandoned boats before the break loose. The jackstands are rented until boats are destroyed or auctioned.	450	450	500
TOTAL		450	450	500
12952	PRINTING AND BINDING			
	5 boxes envelopes 3 plain 2 window 100.00 transferred to uniforms ran low for gun holsters now required 8inch decals for partol boats mooring/slip permit decals	900	900	1,000
TOTAL		900	900	1,000

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HARBORMASTER - 110

ORG	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12952	OFFICE SUPPLIES (GENERAL)			
	Any and all office supplies, equipment supplies & cartridges, etc. general office equipment	2,250	2,250	2,500
	Propane office heat, pens, stamp for citations, calculator paper, calendars, and all other general office supplies as needed.			
TOTAL		2,250	2,250	2,500
12952	GASOLINE/DIESELFUEL			
	Fuel for operation of the three boats 24/7 from Memorial to Labor day.	8,100	8,100	9,000
	During the off-season we trailer to the motor pool to supplement the fuel budget.			
	The low consumption of the new Honda engine balanced the increase in fuel costs.			
TOTAL		8,100	8,100	9,000
12952	MED & SURGICAL SUPPLY			
	medical supplies for upcoming season as needed	270	270	300
TOTAL		270	270	300
12952	UNIFORMS			
	Pays for all uniforms, badges, float coats and survival gear. The turnover rate is significant and each new man must be outfitted. Uniforms are critical element in how we are perceived by the public. Life preservers come from this line item as well.	2,520	2,520	2,800
TOTAL		2,520	2,520	2,800
Total Proposed		33,570	33,570	37,300

Police

Mission Statement

The Salem Police Department will enforce the laws of society, the ordinances of the City, promote order and protect individual rights, lives and property and help reduce the fear of crime by utilizing problem solving strategies that focus on crime prevention and resolution of disputes and facilitating communication and cooperation with the City's residents, businesses, educators, human service agencies and government officials.

Significant Changes

Level Funded Budget FY2010

The Superior Officer's Association negotiated a contract for July 1, 2007 to June 30, 2010 for a 2% raise in each of the three years affected. The budget has been increased to incorporate the 6% raise just signed in January 2009. Decreases to the budget are expected to affect a variety of positions and functions within the department, including, the two officers in the schools, the School Liaison Officer at the Middle and High School and the G.R.E.A.T. Program (Gang Resistance Education and Training) Officer who has been teaching the City's 6th graders at 6 schools, including the Salem Academy Charter School and St. Joseph's School. Officers and Superior Officers in special & supporting assignments will be worked into a schedule covering vacancies in the Patrol Division. The Executive Secretary and the Fingerprint Tech positions have been eliminated. The hours of the Animal Control Officer and Police Cruiser Tech have been reduced by 2 hours per week and although the department has been working diligently to keep expenses within the budgeted amount for FY09, we have reduced the Expense budget by \$35,777.00.

Significant Changes

10% Reduction to Budget FY2010

The Superior Officer's Association negotiated a contract for July 1, 2007 to June 30, 2010 for a 2% raise in each of the three years affected. The budget has been increased to incorporate the 6% raise just signed in January 2009. Decreases to the budget are expected to affect a variety of positions and functions within the department, including eliminating eight police officer positions. The overtime budget has been reduced by \$168,500 and several changes in the organization will occur to try to reduce overtime expenses, including disbanding the Community Impact Unit, re-assigning the two officers in the schools, the School Liaison Officer at the Middle and High School and the G.R.E.A.T. Program (Gang Resistance Education and Training) Officer who has been teaching the City's 6th graders at 7 schools, eliminating one detective position and returning all to the Patrol Division. Officers and Superior Officers in special & supporting assignments will be worked into a schedule covering vacancies in the Patrol Division in an effort to reduce overtime expenses.. The Executive Secretary and one Custodian have been eliminated, as well as, the Fingerprint Tech, Police Cruiser Tech and the Animal Control Officer positions have been eliminated. Although the department has been working diligently to keep expenses within the budgeted amount for FY09, we have reduced the Expense budget by \$49,067.00.

Previous Fiscal Year Accomplishments

- The Police Department responded to approximately 29,000 calls for service within the community.
- About 2,600 individuals were arrested for various misdemeanor and felony charges.

- The Police Department attended approximately 24 neighborhood meetings throughout the City to be responsive to and receive feedback from the community through the Community Impact Unit resolving many concerns in the neighborhoods and about 8 civic organization meetings as well.
- Conducted several traffic enforcement operations throughout the City with Grant funds from the Governor's Highway Safety Program
- The Police Department took the lead in the Shannon Grant for the second year, a gang and youth violence program, involving nine other local police departments, and five agencies, which has proved invaluable for information sharing and collaborative police efforts and recently began the third year of funding under this initiative.
- The GREAT Program started in the second year to teach gang resistance education and good decision making skills to all 6th graders, and the Grant funds assisted the costs of running the regional Summer DARE camp this past summer.
- Through the Byrne Memorial Justice Assistance Grant to assist youth in meeting their community service hour obligations, assist chronic alcoholics get court assisted help and to meet the state's requirements for the Sex Offender Registry Board the police department has formed lasting and successful collaborations with DYS, Juvenile Probation, the Salem Mission, and the District Court Clinic. Twelve chronic alcoholics have sought treatment and 4 to date have successfully completed programs and moved on to independent living. This initiative has reduced the number of calls for service to the Mission, by both Police and Ambulance service and reduced the number of those held in protective custody. The Police Department has submitted a grant for a second year of 50% funding and we are still awaiting award info.
- Five additional Community Cameras were installed in the downtown area.
- Through funding from Community Policing Grant all patrol units have been equipped with computers for report taking and querying Registry information.
- With City funds we purchased the License Plate Reader and have recently installed in one of the patrol vehicles and one back up patrol vehicle. Several citations have been issued, but we are awaiting real data on its impact in the community.
- The in-house computer system was upgraded and several computers installed with the upgraded software.
- Purchased a portable interview system laptop and software for recording interviews outside of the Police Station.
- Salem Police is a lead organization in the development of the CJIS/CHSB SWISS Program (Statewide Information Sharing System), as well as, the state Gang Intelligence Data base system through the current computer vendor, Microsystems Integrated Public Safety Solutions, Inc. and expect to be on-line actively in the next 2 months.
- Provide classroom instruction and training for Internet Safety, Cyberbullying, Drug Awareness for the Middle School and Street Law for the High School.
- Received training in Cybercrime with the AG's office.
- Three more officers have been trained with the Lynn Gang Unit.
- Offer Child Fingerprint Services and attend various Health Fairs in the City, the City of Salem Safety Day and the Salem Public Schools City-wide Science Fair.
- Updated Salem Police Department website and provided email capabilities for each division.

FY 2010 Goals & Objectives

- Appropriately and effectively respond, within the department's means, to community's needs as they become known through input either individually or collectively by email, by phone calls or by neighborhood meetings, whether the concerns be crime related, quality of life issues or traffic concerns.
- Pursue all criminal matters that necessitate investigation and follow-up in a manner of priority.
- Continued collaboration and cooperation with other area police departments in addressing crime trends when funded through grants.
- Review and make any necessary improvements to public safety provided during Haunted Happenings.
- Service the firing range equipment to enable it to be used for proper qualification requirements.
- Work together with the state and computer vendor in installing and using the SWISS and Gang Intelligence Computer systems currently being developed.
- Attend approximately 10 neighborhood meetings, depending upon the budget and the availability of officers to attend.
- Purchase a second License Plate Reader if the statistical and monetary analysis of the first Reader supports a second device as a cost effective and prudent acquisition for the City.
- Apply for federal grant funds through the COPS Recovery Program to try to alleviate any deficits in public safety.
- Continue the third year of funding in the collaboration with the Shannon Grant with ten of the surrounding communities and five agencies in order to address and combat gangs and youth violence.

PERFORMANCE INDICATORS

210-Police

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Calls for Service	31,978	33,372	32,212	33,600	33,800
Arrests	2,807	2,816	2,578	2,600	2,650
Robberies	40	43	33	35	40
Breaking and Entering	319	279	295	280	285
Sexual Assaults	19	34	34	38	38
MV Thefts	119	90	98	82	85
Larceny	1,207	1,239	1,338	1,260	1,275
Assaults	619	785	816	750	750
MV Accidents	2,409	2,335	2,413	2,285	2,300
MV Violatons	6,373	6,358	5,833	5,820	6,000
Neighborhood Meetings	unknown	unknown	24	30	12
Students in GREAT Program	n/a	320	322	330	unknown

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Police-Personnel									
12101	5111	SALARIES-FULL TIME	5,883,510.24	6,070,439.00	5,924,324.39	5,903,469.22	4,267,016.00	4,108,203.00	4,108,203.00
12101	5113	SALARIES-PART TIME	60,809.30	72,425.00	67,425.00	59,908.49	35,072.00	35,772.00	35,772.00
12101	5131	OVERTIME (GENERAL)	712,894.30	598,000.00	658,000.00	628,571.51	598,000.00	598,000.00	598,000.00
12101	5135	DEFIB RECERTIFICATIO	35,275.00	36,125.00	36,125.00	36,125.00	35,700.00	35,700.00	35,700.00
12101	5136	HOLIDAYS	0.00	0.00	21,074.78	21,074.78	372,961.00	372,961.00	372,961.00
12101	5138	OUT OF GRADE	0.00	0.00	5,000.00	4,706.46	20,000.00	20,000.00	20,000.00
12101	5141	LONGEVITY	96,500.00	97,900.00	97,900.00	94,600.00	96,000.00	96,000.00	96,000.00
12101	5142	ELECTIONS	0.00	0.00	0.00	0.00	15,000.00	15,000.00	15,000.00
12101	5145	EDUCATION INCENTIVE	0.00	0.00	0.00	0.00	696,556.00	395,342.00	395,342.00
12101	5150	FRINGE/STIPENDS	213,800.00	221,800.00	221,800.00	217,975.00	10,350.00	10,350.00	10,350.00
12101	5151	WELLNESS	5,675.00	6,000.00	6,000.00	3,800.00	6,000.00	5,500.00	5,500.00
12101	5152	FIREARMS STIPEND	0.00	0.00	0.00	0.00	49,000.00	49,000.00	49,000.00
12101	5153	SENIOR/MASTER/VET STIPEND	0.00	0.00	0.00	0.00	305,100.00	305,100.00	305,100.00
12101	5154	SPECIALTY STIPEND	0.00	0.00	0.00	0.00	66,500.00	66,500.00	66,500.00
12101	5155	PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	212,625.00	212,625.00	212,625.00
12101	5156	SHIFT DIFFERENTIAL	0.00	0.00	0.00	0.00	353,473.00	339,892.00	339,892.00
Total Police-Personnel			7,008,463.84	7,102,689.00	7,037,649.17	6,970,230.46	7,139,353.00	6,665,945.00	6,665,945.00
Police-Expenses									
12102	5211	ELECTRICITY	46,684.43	52,500.00	52,500.00	52,500.00	52,500.00	52,500.00	52,500.00
12102	5215	NATURAL GAS	28,650.99	22,000.00	27,000.00	24,107.20	22,000.00	22,000.00	22,000.00
12102	5253	RADIO & VEHICLE MAINT	39,412.63	25,000.00	47,331.94	45,437.35	30,000.00	30,000.00	30,000.00
12102	5284	EQUIPEMENT LEASE-CRUISERS	85,863.00	104,308.00	91,920.50	91,920.50	91,921.00	104,921.00	104,921.00
12102	5300	BUILDING MAINT & SERVICES	119,545.70	115,000.00	102,368.25	90,300.90	106,010.00	106,010.00	106,010.00
12102	5317	TRAINING AND EDUCATION	3,461.90	4,400.00	3,714.80	3,643.20	3,000.00	3,000.00	3,000.00
12102	5318	MEDICAL - ACTIVE	29,984.89	30,000.00	31,549.70	29,449.70	21,000.00	21,000.00	21,000.00
12102	5326	DIVE TEAM EXPENSES	638.46	3,000.00	1,480.53	1,480.43	2,000.00	2,000.00	2,000.00
12102	5341	TELEPHONE & COMMUNICATIONS	49,002.31	50,175.00	52,992.54	51,337.37	84,175.00	84,175.00	84,175.00
12102	5381	PRINTING AND BINDING	2,861.22	3,000.00	3,000.00	2,754.45	3,000.00	3,000.00	3,000.00
12102	5384	ANIMAL CARE & CONTROL	5,743.98	6,000.00	5,400.00	4,988.00	4,500.00	4,500.00	4,500.00
12102	5421	OFFICE SUPPLIES (GEN	23,770.58	20,000.00	19,669.40	19,086.21	20,000.00	20,000.00	20,000.00
12102	5585	ARMS AND AMMUNITION	7,669.55	10,500.00	10,117.73	10,117.73	8,000.00	8,000.00	8,000.00
12102	5710	IN STATE TRAVEL/MEETINGS	483.00	500.00	0.00	0.00	0.00	0.00	0.00
12102	5720	OUT OF STATE TRAVEL	1,500.00	1,500.00	0.00	0.00	0.00	0.00	0.00
12102	5730	DUES AND SUB	11,995.76	12,000.00	12,000.00	11,562.11	10,000.00	10,000.00	10,000.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
12102	5775	COMMUNITY EVENTS	36,815.57	36,800.00	44,152.02	43,963.72	36,800.00	36,800.00	36,800.00
12102	5780	OTHER EXPENSES	19,539.69	15,900.00	16,613.30	16,009.70	15,900.00	15,900.00	15,900.00
12102	5862	POLICE EQUIPMENT	9,932.51	10,000.00	10,000.00	8,054.51	10,000.00	10,000.00	10,000.00
Total Police-Expenses			523,556.17	522,583.00	531,810.71	506,713.08	520,806.00	533,806.00	533,806.00
210	210	Department Total	7,532,020.01	7,625,272.00	7,569,459.88	7,476,943.54	7,660,159.00	7,199,751.00	7,199,751.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
STPIERRE R	210 POLICE	12101-5111	CHIEF		95,678.36		1.0	1	1,825.92	95,678.36	94,947.99	95,313.17	95,313.17	94,947.99	95,313.17	95,313.17
	210 POLICE	12101-5111	CAPTAINS		269,686.76		4.0	4	1,365.43	66,907.02	71,002.26	285,101.38	285,101.38	71,002.26	285,101.38	285,101.38
	210 POLICE	12101-5111	LIEUTENANTS		469,020.47		7.0	8	1,187.33	58,180.02	61,741.10	495,828.53	495,828.53	61,741.10	495,828.53	495,828.53
	210 POLICE	12101-5111	SERGEANTS		662,746.29		12.0	13	1,032.46	50,591.32	53,687.91	700,627.23	700,627.23	53,687.91	646,732.82	646,732.82
	210 POLICE	12101-5111	SPECIALISTS		309,480.45		7.0	7	843.73	43,874.00	43,874.00	308,299.22	308,299.22	43,874.00	308,299.22	308,299.22
	210 POLICE	12101-5111	PATROLMEN STEP 5		1,807,633.80		43.0	43	824.50	42,874.00	42,874.00	1,850,672.70	1,807,633.80	42,874.00	1,850,672.70	1,850,672.70
	210 POLICE	12101-5111	PATROLMEN STEP 4		128,180.11		4.0	4	818.52	42,563.00	42,563.00	170,906.82	-	42,563.00	170,906.82	170,906.82
	210 POLICE	12101-5111	PATROLMEN STEP 3		167,404.36		0.0	0	804.52	41,835.00	41,835.00	-	-	41,835.00	-	-
	210 POLICE	12101-5111	PATROLMEN STEP 2		-		4.0	4	771.88	40,138.00	40,138.00	161,169.51	-	40,138.00	161,169.51	161,169.51
	210 POLICE	12101-5111	PATROLMEN STEP 1		86,079.00		0.0	0	733.48	38,141.00	38,141.00	-	-	38,141.00	-	-
BARBER CYNTHIA	210 POLICE	12101-5111	OFFICE MANAGER	07101989	43,698.53		1.0	1	837.14	837.14	43,698.53	43,698.53	853.88	44,572.50	44,572.50	44,572.50
CURTIN CHRISTINE	210 POLICE	12101-5111	EXECUTIVE SECRETARY	10051987	37,383.39		0.0	1	716.16	716.16	-	-	716.16	-	-	-
LUBOS SHARYN	210 POLICE	12101-5113	ADMIN ASSISTANT	6/27/94	-		1.0	1	481.95	481.95	25,157.79	-	491.59	25,660.95	25,660.95	25,660.95
AFSCME							3.0		Total AFSCME 1918		130,240.56	85,924.10		85,924.10	85,924.10	85,924.10
					5,942,752.45		87.0	Total Full Time - 5111			4,267,015.43	3,822,425.96		4,108,203.13	4,108,203.13	4,108,203.13
KOBIALKA THEODORE	210 POLICE	12101-5113	POL TEMP		12,833.89			17		13.20	13.20	11,713.68	-	13.46	11,946.87	11,946.87
LANDERS SALLY	210 POLICE	12101-5113	JR CLERK		12,833.89			19		12.94	12.94	12,833.89	12,833.89	13.20	13,090.57	13,090.57
FAMICO DONALD	210 POLICE	12101-5113	ANIMAL CONTROL		12,036.28			12		16.80	16.80	10,523.14	-	17.14	10,733.61	10,733.61
LUBOS SHARYN	210 POLICE	12101-5113	TEMP	6/27/94	10,570.50			15		13.77	-	Full time	-	-	-	-
GAUTHIER JAMES	210 POLICE	12101-5113	FINGERPRINT TECH		24,150.00			0		35.00	35.00	-	-	35.00	-	-
					72,424.56			Total Part Time - 5113			35,070.72	12,833.89		35,771.04	35,771.04	35,771.04
	210 POLICE	12101-5131	OVERTIME		372,000.00						343,500.00	180,000.00		343,500.00	343,500.00	343,500.00
	210 POLICE	12101-5131	OT COURT		136,000.00						136,000.00	136,000.00		136,000.00	136,000.00	136,000.00
	210 POLICE	12101-5131	OT-Events		32,000.00						30,000.00	25,000.00		30,000.00	30,000.00	30,000.00
	210 POLICE	12101-5131	OT HH		58,000.00						88,500.00	88,500.00		88,500.00	88,500.00	88,500.00
					598,000.00			Total Overtime - 5131			598,000.00	429,500.00		598,000.00	598,000.00	598,000.00
	210 POLICE	12101-5131	LONGEVITY		97,900.00						96,000.00	96,000.00		96,000.00	96,000.00	96,000.00
	210 POLICE	12101-5136	HOLIDAYS		375,531.99						372,961.20	342,959.10		372,961.20	372,961.20	372,961.20
	210 POLICE	12101-5138	OUT OF GRADE		20,000.00						20,000.00	18,000.00		20,000.00	20,000.00	20,000.00
	210 POLICE	12101-5142	ELECTIONS		15,000.00						15,000.00	15,000.00		15,000.00	15,000.00	15,000.00
	210 POLICE	12101-5156	SHIFT DIFFERENTIAL		351,204.58						353,472.69	326,358.38		339,892.00	339,892.00	339,892.00
	210 POLICE	12101-5135	DEFIB CERT		36,125.00						35,700.00	31,875.00		35,700.00	35,700.00	35,700.00
	210 POLICE	12101-5145	EDUCATION INCENTIVE		711,823.95				Edu Incentive = 661,732/ 2 = 330,867 + 64,475.00 (Cherry Sheet)		696,556.37	669,891.86		395,341.27	395,341.27	395,341.27
	210 POLICE	12101-5151	WELLNESS		6,000.00						6,000.00	6,000.00		5,500.00	5,500.00	5,500.00
	210 POLICE	12101-5152	FIREARMS Stipend		42,500.00						49,000.00	45,000.00		49,000.00	49,000.00	49,000.00
	210 POLICE	12101-5153	SENIOR/MASTER/VETERAN		283,200.00						305,100.00	305,100.00		305,100.00	305,100.00	305,100.00
	210 POLICE	12101-5154	SPECIALTY STIPEND		66,500.00						66,500.00	66,500.00		66,500.00	66,500.00	66,500.00
	210 POLICE	12101-5155	PROF DEV & TRAINING		212,350.00						212,625.00	193,225.00		212,625.00	212,625.00	212,625.00
					1,512,353.94			Total other -			2,228,915.26	2,115,909.34		1,913,619.47	1,913,619.47	1,913,619.47
	210 POLICE	12101-5150	DET'S STIPEND		7,500.00						7,500.00	7,500.00		7,500.00	7,500.00	7,500.00
	210 POLICE	12101-5150	AFSCME Stipend		1,950.00			3		650.00	950.00	2,850.00	1,900.00	950.00	2,850.00	2,850.00
					9,450.00			Total Fringe - 5150			10,350.00	9,400.00		10,350.00	10,350.00	10,350.00
					8,134,980.95		87.0	Department Total			7,139,351.41	6,390,069.19		6,665,943.64	6,665,943.64	6,665,943.64

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	90.0	91.0	87.0	-4.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks Old New	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2		
BICK	MICHAEL	210 POLICE	12101-5111	SR BLDG CUSTODIAN III	02211985	40,229.19	1.0	770.67	786.09	8% Shift Differential	below		41,033.78		-	-		
BICK	Shift Differential			Base Rate X 8%		3,218.31		61.65	62.89				3,282.68		-	-		
PATTERSON	DONNA	210 POLICE	12101-5111	PRIN CLERK	08161993	40,791.81	1.0	781.45	797.08				41,607.65	41,607.65	41,607.65	41,607.65		
VASSY	MARK	210 POLICE	12101-5111	SR BLDG CUSTODIAN III	11231992	40,229.19	1.0	770.67	786.09	8% Shift Differential	below		41,033.78	41,033.78	41,033.78	41,033.78		
VASSY	Shift Differential			Base Rate X 8%		3,218.31		61.65	62.89				3,282.68	3,282.68	3,282.68	3,282.68		
						127,686.82	3.0						130,240.56	85,924.10	85,924.10	85,924.10	-	

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Police - 210

ORG	Object	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12102	5211	Electricity			
		Monthly average of \$3,300 totals \$40,000	52,500	52,500	52,500
TOTAL			52,500	52,500	52,500
12102	5215	Natural Gas			
		Monthly average for transport is \$2,500 and gas is \$800	22,000	22,000	22,000
TOTAL			22,000	22,000	22,000
12102	5253	Radio & Vehicle Maintenance and Parts			
		Normal maintenance & repair of portable, mobile and base radios	5,000	5,000	5,000
		Normal maintenance of fleet, including parts not supplied by DPW as of FY2007	25,000	20,000	25,000
TOTAL			30,000	25,000	30,000
12101	5284	Equipment Lease			
		Lease/Purchase of Vehicle Equipment 7 marked units & 2 unmarked units	91,921	91,921	91,921
		Lease/Purchase 2 Motorcycles			13,000
TOTAL			91,921	91,921	104,921
12102	5300	Bldg Maintenance & Services			
		Bldg. Services & maintenance not covered by contract (estimated)	11,000	10,000	11,000
		Custodial Supplies	6,000	6,000	6,000
		Cybercomm contract	15,600	15,600	15,600
		Microsystems computer contract	20,000	20,000	20,000
		Internet service costs	1,740	1,740	1,740
		Printer maintenance & service	3,000	3,000	3,000
		HVAC maintenance	3,500	3,500	3,500
		Copier maintenance & service (American Lazer & Xerox)	6,700	6,700	6,700
		Alarm inspection	800	800	800
		Fire Extinguisher inspection	3,500	3,500	3,500
		Elevator inspection & testing	2,120	2,120	2,120
		Water service	1,000	1,000	1,000
		Live Scan contract	-	-	-
		Afix Tracker contract	3,500	3,500	3,500
		Landscaping expenses - Grounds & Sprinkler repair/prep	5,900	5,900	5,900
		Pasek maintenance contract & service	9,800	9,800	9,800
		Sideband community cameras maintenance contract	6,650	6,250	6,650
		Salient Stills CID Interview Room	3,200	3,200	3,200
		Identi-Kit Solutions - Lease	400	400	400
		SBE	500	500	500
		CJIS	1,100	1,100	1,100
TOTAL			106,010	104,610	106,010

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Police - 210

ORG	Object	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12102	5317	Educational Training			
		MGL updates, training materials, mandated postings, court decisions.	2,500	2,500	2,500
		U.S. ID manuals (3) and PDR Reference Books	500	500	500
	TOTAL		3,000	3,000	3,000
12102	5318	Medical - Active			
		Medical/psychological costs for job related problems of current employees.	16,000	16,000	16,000
		Medical costs for disabled retired officers	5,000	5,000	5,000
	TOTAL		21,000	21,000	21,000
12102	5326	Dive Team			
		Equipment and gear, including replacement and boat maintenance, etc.	2,000	1,500	2,000
	TOTAL		2,000	1,500	2,000
12102	5341	Telephone & Communications			
		Verizon - \$2,560/month	30,720	30,720	30,720
		AT & T - \$ 45/month	540	540	540
		Arch Wireless- \$ 120/month	1,440	1,440	1,440
		Nextel - \$ 650/month	7,800	7,800	7,800
		Coastal Comm - maintenance yearly	1,500	1,500	1,500
		Verizon Wireless - Cruiser air time \$50/mn x 10 units	6,000	6,000	6,000
		Comcast Internet Services \$120/month and Webpage Network Solutions (\$135)	1,575	1,575	1,575
		Sprint - \$ 50/month	600	600	600
		<i>ADDED 34K for Reverse 911 in FY2010 - Blackboard Connect (NTI)</i>	34,000	34,000	34,000
	TOTAL		84,175	84,175	84,175
12102	5381	Printing and Binding			
		Business cards, calendars, notices, Miranda warnings, accident reports, etc.	3,000	2,000	3,000
	TOTAL		3,000	2,000	3,000
12102	5384	Animal Care & Control			
		Temporary housing for stray/dangerous animals	4,000	4,000	4,000
		Transportation for animals, holding and testing costs.	500	500	500
	TOTAL		4,500	4,500	4,500
12102	5421	Office Supplies (General)			
		All office supplies, equipment supplies & cartridges, and office equip., etc.	20,000	20,000	20,000
	TOTAL		20,000	20,000	20,000
12102	5585	Arms and Ammunition			
		Weapons - repair parts for all department weapons & cleaning solutions	750	750	750
		Ammunition for qualification and training and lead hazard cleaning of range	7,250	6,250	7,250
		Academy training for service weapon, shotgun and rifle. Required training		-	
	TOTAL		8,000	7,000	8,000
12102	5731	Dues and Subscriptions			
		All police affiliations dues, subscriptions and periodic legal updates.	10,000	10,000	10,000
		Request increase of \$4,100 based on FY08 expenses			
	TOTAL		10,000	10,000	10,000

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Police - 210

ORG	Object	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12102	5775	Community Events			
		Halloween costs, Boston PD and NEMLEC, other PD's	36,800	36,800	36,800
		TOTAL	36,800	36,800	36,800
12102	5780	Other Police Expenses			
		Prisoner meals, postage, business meetings, cleaning costs, CID expenses, etc.	15,900	14,000	15,900
		TOTAL	15,900	14,000	15,900
12102	5862	Police Equipment			
		Unifor and equipment replacement and maintenance, equipment and uniforms for Bike Unit or uniforms and equipment for any specialty assignment.	10,000	8,000	10,000
		Portable Radio Batteries - 1/2 cost from Community Policing Grant 1/2 from Budget			
		TOTAL	10,000	8,000	10,000
TOTAL PROPOSED			520,806	508,006	533,806

**FY 2010 BUDGET
POLICE DEPARTMENT PERSONNEL**

Rank	Name	Base Salary	#	Total By Rank
Chief	St. Pierre, R	94,947.99	1	94,947.99
Captains	Comeau	71,002.26		
	Gilligan	71,002.26		
	Jodoin	71,002.26		
	Tucker, P	71,002.26	4	284,009.04
Lieutenants	Butler, M	61,741.10		
	Desmond	61,741.10		
	Englehardt	61,741.10		
	Griffin	61,741.10		
	Lemelin			Retired 4/15/09
	Ouellette	61,741.10		
	Preczewski	61,741.10		
	Prosniewski	61,741.10	7	432,187.70
Sergeants	Berube	53,687.91		
	Bona	53,687.91		
	Carter	53,687.91		
	Dacy	53,687.91		
	Gifford			On Harbormaster Budget
	Gagnon	53,687.91		
	Losolfo	53,687.91		
	Makros	53,687.91		
	Page J	53,687.91		
	Riley, M			Retired 4/15/09
	Rocheville	53,687.91		
	Shaffaval	53,687.91		
	Stephens	53,687.91		
	Walker	53,687.91	12	644,254.92
Specialists	Baglioni	43,874.00		
	Bedard	43,874.00		
	Brennan	43,874.00		
	Connolly, E	43,874.00		
	Doyle	43,874.00		
	Fecteau	43,874.00		
	Jennings	43,874.00	7	307,118.00
Patrolmen - 5	Anderson	42,874.00		
	Ball	42,874.00		
	Burke	42,874.00		
	Butler, B	42,874.00		
	Cunningham, R	42,874.00		
	Cunningham, T	42,874.00		
	Davis	42,874.00		
	Driscoll	42,874.00		
	Dubiel	42,874.00		
	Dunn	42,874.00		
	Fabiszewski	42,874.00		

Rank	Name	Base Salary	#	Total By Rank
Patrolmen - 5	Gagnon, D	42,874.00		
	Gaudet	42,874.00		
	Gillan	42,874.00		
	Hanson	42,874.00		
	Jerzylo	42,874.00		
	Johnson	42,874.00		
	King	42,874.00		
	LaRiviere	42,874.00		
	Lebrun	42,874.00		
	Levesque	42,874.00		
	Lubas	42,874.00		
	Manninen	42,874.00		
	Mazola	42,874.00		
	Norris	42,874.00		
	O'Donnell, K	42,874.00		
	O'Donnell, N	42,874.00		
	Page, M	42,874.00		
	Pelletier	42,874.00		
	Phelan	42,874.00		
	Priddy	42,874.00		
	Puleo	42,874.00		
	Reardon	42,874.00		
	Riley, W	42,874.00		
	Ruiz	42,874.00		
	Ryan	42,874.00		
	Salvo	42,874.00		
	Sierra	42,874.00		
	Smith	42,874.00		
	St.Pierre, K.	42,874.00		
	Tucker, D	42,874.00		
	Vaillancourt	42,874.00		
	Verrette	42,874.00	43	1,843,582.00
Patrolmen - 4	Costa	42,563.00		
	Sano	42,563.00		
	Sears	42,563.00		
	St.Pierre, B.	42,563.00	4	170,252.00
Patrolmen - 3		41,835.00	0	-
Patrolmen - 2	Gaito	40,138.00		
	Gonzalez	40,138.00		
	Pierce	40,138.00		
	Troncoso	40,138.00	4	160,552.00
Patrolmen - 1		38,141.00	0	0

Total # Employees 82 3,936,903.65

Health Department

Mission Statement

The Salem Board of Health is responsible for the stewardship of Public Health. This is accomplished through vigilant follow-up of reportable contagious diseases; the enforcement of Environmental and Sanitary Codes, State Statutes, Local regulations, and ordinances; the promotion of sound public health practices, education, and disease prevention; and the ongoing preparation for an infectious disease emergency.

Significant Changes

As the Board of Health continued with completion of its current-day responsibilities including emergency planning and inspections, it also addressed issues of contagious disease more reminiscent of the past, such as tuberculosis cases requiring directly observed therapy. The following positions were vacated/changed in CY 2008: Full time Health Agent- Joanne Scott resigned after 14 years of service. This position is currently vacant. The Senior Sanitarian is the current Acting Health Agent. As a result this has left the Senior Sanitarians position vacant from August 22, 2008-present. Code Enforcement Officer- Pablo Valdez retired in April 2008 after 20 years of service. The full time Code Enforcement position has been filled and reduced to a 19 hour part time position. Full time Principal Clerk- Mary Page retired after 33 years of service. This position has been filled by Heather Lyons Sr. Account Clerk. The Sr. Account Clerk Position was to go from a full time position of 35 hrs to part time position of 19hrs. This position is currently vacant.

Previous Fiscal Year Accomplishments

- Followed up on 79 cases of reportable contagious diseases.
- Distributed approximately 23,000 doses of vaccine to Salem medical providers.
- Provided vaccination clinics for influenza, pneumonia.
- Conducted TB testing for 114 contacts of and active TB case at the Nathaniel Bowditch School.
- Purchased and stocked Emergency Preparedness trailer to be used in the event of an emergency in Salem.
- Ensured compliance with conditions set for various developments.
- Ensured compliance with tobacco regulations.
- Enforced the State Sanitary Code for housing, food establishments bathing beaches, swimming pools and other permitted facilities conducting over 2500 inspections.
- Provided sanitary inspections for problem areas in neighborhoods.
- Board of Health approved and implemented the revised Board of Health Trash Regulation #7

FY 2010 Goals & Objectives

- Limit the exposure and incidence of infectious diseases through investigation, detection and prevention.
- Respond to residents' concerns regarding illness and sanitation issues.
- Maintain an inventory of vaccines and biologics required by the City's hospitals, clinics and physicians.
- Provide immunization clinics and educational seminars as determined by the Board.
- Ensure that the public health policies of the Board and State are followed.
- Maintain preparedness for public health emergencies.
- Maintain and strengthen working relationships with other City departments.
- Use the media and other avenues as a tool for disseminating information regarding public health concerns and education.
- Comply with the Massachusetts Department of Public Health regulations regarding inspection requirements for establishments governed by the State Sanitary Code.
- Respond to residents' public health concerns.

FY2010 Goals and Objectives with additional 10% reduction

- Response to residents' concerns will be prioritized due to staffing shortages
- Fewer mandated food establishment inspections will be conducted.
- Slower response time to residents' public health concerns.
- Emergency preparedness plans may not be updated in timely manner
- Education and outreach programs may take longer to implement
- Failure to compensate/pay for emergency overtime for union employees/inspectors who are called out after hours by the police or fire department, may result in lack of willingness to respond to emergency after hour calls due to lack of funds to pay for overtime.

PERFORMANCE INDICATORS

120-Health Department

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of inspections (not all inspections listed below)	2,507	3,471	2,591	2,866	2,890
Number of permits issued from the Board of Health	982	1,166	1,291	1,200	1,200
Number of Death Certificates processed/issued	592	555	628	550	575
Number of trash and general nuisance inspections	447	789	517	750	750
Number of Certificate of Fitness inspections/re-inspections	730	663	713	650	650
Number of food establishment inspections/re-inspections	383	640	383	450	450
Body art establishments	1	1	3	3	3
Recreational camp inspections	13	13	13	13	13
Pool inspections	17	17	22	30	20
Swimming beach sampling	177	200	170	150	150
Total number of communicable disease investigations	51	65	79	90	90

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Health-Personnel									
15101	5111	SALARIES-FULL TIME	338,978.82	353,093.00	266,693.00	264,809.62	308,495.00	304,391.00	304,391.00
15101	5113	SALARIES-PART TIME	0.00	18,289.00	21,689.00	18,190.89	61,837.00	24,482.00	24,482.00
15101	5131	OVERTIME (GENERAL)	599.11	1,000.00	4,000.00	2,912.54	2,000.00	2,000.00	2,000.00
15101	5141	LONGEVITY	150.00	150.00	150.00	0.00	0.00	0.00	0.00
15101	5150	FRINGE/STIPENDS	2,700.00	4,550.00	4,550.00	3,900.00	4,750.00	4,750.00	4,750.00
Total Health-Personnel			342,427.93	377,082.00	297,082.00	289,813.05	377,082.00	335,623.00	335,623.00
Health-Expenses									
15102	5306	ADVERTISING	778.43	1,000.00	1,000.00	660.70	1,000.00	1,000.00	1,000.00
15102	5318	DENTAL/MEDICAL SERVI	3,573.53	3,600.00	3,600.00	2,782.81	3,600.00	3,600.00	3,600.00
15102	5320	CONTRACTED SERVICES	0.00	1,000.00	1,000.00	382.50	1,000.00	1,000.00	1,000.00
15102	5396	HOUSING-SAN	4,072.46	5,000.00	5,000.00	4,509.19	5,000.00	5,000.00	5,000.00
15102	5421	OFFICE SUPPLIES (GEN	2,800.00	2,800.00	2,800.00	2,799.98	2,800.00	2,800.00	2,800.00
15102	5710	IN STATE TRAVEL/MEETINGS	2,106.68	5,000.00	5,000.00	2,257.69	5,000.00	5,000.00	5,000.00
15102	5778	OTHER EXP - SEALER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15102	5785	RODENT CONTROL	1,200.00	2,000.00	2,000.00	1,325.00	2,000.00	2,000.00	2,000.00
15102	5786	BEACH WATER ANALYSIS	580.00	800.00	800.00	65.00	800.00	800.00	800.00
Total Health-Expenses			15,111.10	21,200.00	21,200.00	14,782.87	21,200.00	21,200.00	21,200.00
120	510	Department Total	357,539.03	398,282.00	318,282.00	304,595.92	398,282.00	356,823.00	356,823.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
SCOTT JOANNE	120 HEALTH	15101-5111	HEALTH AGENT	04111994	65,348.60			1		1,251.89	-	RESIGNED	-	-	-	-
LYONS HEATHER	120 HEALTH	15101-5111	BOARD CLERK		2,000.00	B			4	500.00	500.00	2,000.00	2,000.00	500.00	2,000.00	2,000.00
REPLACE SCOTT	120 HEALTH	15101-5111	HEALTH AGENT		-		1.0	1		1,251.89	1,251.89	65,348.60	65,348.60	1,251.89	65,348.60	65,348.60
							5.0			Total AFSCME 1818		237,041.96	237,041.96		237,041.96	237,041.96
					67,348.60		6.0	Total Full Time - 5111				304,390.56	304,390.56		304,390.56	304,390.56
REALE JOSEPH	120 HEALTH	15101-5113	PART-TIME INSPECTOR		-			5 hours per wk		25.00	25.00	6,500.00		25.00	-	-
CODY ROBERTA	120 HEALTH	15101-5113	PART-TIME INSPECTOR		-			5 hours per wk		25.00	25.00	6,500.00		25.00	-	-
YALE JOHN	120 HEALTH	15101-5113	PART-TIME INSPECTOR		-			5 hours per wk		25.00	25.00	6,500.00		25.00	-	-
KEOUGH JENNIFER	120 HEALTH	15101-5113	PT CODE ENFORCEMENT OFFICER		-			19 hours per wk		24.20	24.20	23,909.60	24,009.00	24.68	24,481.59	24,481.59
	120 HEALTH	15101-5113	PT Clerk		-			hours per wk		24.20		18,427.40	-		-	-
					18,288.79			Total PartTime - 5113				61,837.00	24,009.00		24,481.59	24,481.59
	120 HEALTH	15101-5131	Overtime		1,000.00							2,000.00	2,000.00		2,000.00	2,000.00
	120 HEALTH	15101-5150	AFSCME Stipend		4,550.00			5.0		650.00	950.00	4,750.00	4,750.00	950.00	4,750.00	4,750.00
					85,637.39		6.0	Department Total				372,977.56	335,149.56		335,622.16	335,622.16

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	8.0	8.0	6.0	-2.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
MANCINI	JANET	120 HEALTH	15101-5111	SR. SANITARIAN	5/10/04	51,289.31	1.0	982.55	1,002.20					52,315.09	52,315.09	52,315.09	52,315.09	
GIARLA	TRACY	120 HEALTH	15101-5111	PUB HLTH NURSE	11/12/1998	48,449.95	1.0	928.16	946.72					49,418.95	49,418.95	49,418.95	49,418.95	
GREENBAUM	DAVID	120 HEALTH	15101-5111	SANITARIAN	11/03/03	47,728.19	1.0	914.33	932.62					48,682.75	48,682.75	48,682.75	48,682.75	
LYONS	HEATHER	120 HEALTH	15101-5111	PRINCIPAL CLERK	10/12/04	38,721.15	1.0	781.44	797.07					41,606.99	41,606.99	41,606.99	41,606.99	
PAGE	MARY	120 HEALTH	15101-5111	PRINCIPAL CLERK	06/04/1975	10,315.07	0.0	781.44	-					-	-	-	-	RETIRE
SALANDREA	ELIZABETH	120 HEALTH	15101-5111	SANITARIAN STEP III	1/7/2008	45,018.17	1.0	847.16	847.16	1/7/2009	880.07	28.0 24.2		45,018.17	45,018.17	45,018.17	45,018.17	
REPLACE VALDEZ		120 HEALTH	15101-5111	CODE ENFRMNT OFF Step I		44,221.75	0.0	847.16	847.16					-	-	-	-	Part Timer Hired
						285,743.59	5.0							237,041.96	237,041.96	237,041.96	237,041.96	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HEALTH - 120

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
15102	5306	ADVERTISING			
		Public Health alerts, such as for Seasonal Flu, Avian Flu, other contagious diseases and legal notices required for regulations.	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
15102	5318	DENTAL/MEDICAL SERVICES			
		Influenza Clinic supplies including 12 boxes Sensicare sterile gloves, 1 carton Curad bandages, 20 boxes alcohol wipes, 10 sharps containers, 12 boxes 3cc 23G 1" syringes, NIOSH N95 masks, 4 Epipens, 7 ice packs, 10 packs 1X1's	1,000	1,000	1,000
		Stricycle Sharps Disposal	464	464	464
		MPHA Professional Membership	50	50	50
		Public Health Nurse seminars	100	100	100
		Sharps Disposal	500	500	500
		Restricted mail	10	10	10
		FluClinic Ads	1,000	1,000	1,000
		Police Detail for Flu Clinic	160	160	160
		APHA Publication	66	66	66
		Mileage to pick up immunizations	250	250	250
TOTAL			3,600	3,600	3,600
15102	5320	CONTRACTED SERVICES			
		Fees for expert consultants to review new pool and septic system plans.	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
15102	5396	HOUSING/SAN			
		Educational Conferences: Contagious diseases, inspections, emergency preparedness,	700	700	700
		Inspectional Equipment such as stem type thermometers, flashlights, batteries,	540	540	540
		License for computerized inspection module	425	425	425
		litmus paper	300	300	300
		Belmont Springs water	260	260	260
		Film, camera supplies	400	400	400
		Hardware supplies: wire, nails, etc for hanging signs	200	200	200
		Codes from Mass DEP and MDPH	300	300	300
		Professional Membership for 7 employees: MHOA, APHA, MPHA, NEHA, NALBOH	1,200	1,200	1,200
		newspaper	175	175	175
		Beach signs, pool test kits, instructional videos	500	500	500
TOTAL			5,000	5,000	5,000

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HEALTH - 120

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
15102	5421	OFFICE SUPPLIES			
		30 cartons paper @ \$23	690	690	690
		30 telephone logs @ \$38	110	110	110
		5000 letterhead	300	300	300
		5000 envelopes	250	250	250
		Business cards for employees	150	150	150
		Copier toner	300	300	300
		printer catridges	350	350	350
		pens, pencils, staples, post-its, manilla foldres paper clips, poster board, binders	300	300	300
		CD disks	150	150	150
		Belmont water	200	200	200
TOTAL			2,800	2,800	2,800
15102	5710	IN STATE TRAVEL			
		Mileage reimbursement for 3 employes @ \$1500 each, per contract	4,500	4,500	4,500
		Mileage reimbursement for travel outside of Salem	500	500	500
TOTAL			5,000	5,000	5,000
15102	5778	OTHER EXPENSES-SEALER			
		Sealer of Weights & Measurers move to Bldg Inspectors Budget.			
TOTAL			-	-	-
15102	5785	RODENT CONTROL			
		20 professional exterminations @ \$100 each	2,000	2,000	2,000
TOTAL			2,000	2,000	2,000
15102	5786	BEACH WATER ANALYSIS			
		Bacterial analysis of swimming water	800	800	800
TOTAL			800	800	800
TOTAL PROPOSED			21,200	21,200	21,200

Public Property – Board of Appeals

Mission Statement

Department takes in Board of Appeals Applications and coordinates Abutters lists and the placing of Legal Adds for the Z.B.A hearings

Significant Changes

None

Previous Fiscal Year Accomplishments

- Provided required services on time

FY 2010 Goals & Objectives

- To continue to support the Zoning Board of Appeals.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Board of Appeals-Personnel									
11761	5111	SALARIES-FULL TIME	2,750.00	3,000.00	3,000.00	2,942.50	3,000.00	3,000.00	3,000.00
Total Board of Appeals-Personnel			2,750.00	3,000.00	3,000.00	2,942.50	3,000.00	3,000.00	3,000.00
Board of Appeals-Expenses									
11762	5306	ADVERTISING	359.40	400.00	400.00	203.50	400.00	400.00	400.00
11762	5381	PRINTING AND BINDING	122.50	200.00	200.00	200.00	200.00	200.00	200.00
11762	5421	OFFICE SUPPLIES (GEN	258.95	300.00	300.00	200.00	300.00	300.00	300.00
Total Board of Appeals-Expenses			740.85	900.00	900.00	603.50	900.00	900.00	900.00
220	176	Department Total	3,490.85	3,900.00	3,900.00	3,546.00	3,900.00	3,900.00	3,900.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
MCKNIGHT	DANNIEL	220 PUBLIC PROP-BD APPEALS	11761-5111	BOARD CLERK	3,000.00	B		12		250.00	250.00	3,000.00	3,000.00	250.00	3,000.00	3,000.00
					3,000.00	Total Full Time - 5111						3,000.00	3,000.00		3,000.00	3,000.00
					3,000.00	0.0	Department Total					3,000.00	3,000.00		3,000.00	3,000.00

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.0	0.0	0.0	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC PROPERTY - Board of Appeals - 220

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11762	5306	ADVERTISING Advertising for meetings.	400	360	400
TOTAL			400	360	400
11762	5381	PRINTING AND BINDING Letter head, envelopes.	200	180	200
TOTAL			200	180	200
11762	5421	OFFICE SUPPLIES Miscellaneous office supplies as needed	300	270	300
TOTAL			300	270	300
TOTAL PROPOSED			900	810	900

Public Property – Building Maintenance

Mission Statement

The Public Property Department no longer maintains City Buildings with the exception of Janitorial services for City Hall and City Hall Annex. Department will continue to pay utilities for City Hall, Old Town Hall City Hall Annex and Council on Aging Building. The utilities include Oil Heat, Water and Sewer, and Electricity.

Significant Changes

None

Previous Fiscal Year Accomplishments

- Continue to provide technical expertise to various city Departments regarding repairs

FY 2010 Goals & Objectives

- To continue to invoice monthly bills and process in a timely manner.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
Pub Prop/Bldg Maint-Personnel									
11921	5111	SALARIES-FULL TIME	42,597.65	43,448.00	43,170.90	40,486.03	44,317.00	0.00	0.00
11921	5131	OVERTIME (GENERAL)	782.90	2,000.00	3,000.00	2,563.23	2,000.00	0.00	0.00
11921	5150	FRINGE/STIPENDS	400.00	650.00	927.10	927.10	950.00	0.00	0.00
Total Pub Prop/Bldg Maint-Personnel			43,780.55	46,098.00	47,098.00	43,976.36	47,267.00	0.00	0.00
Pub Prop/Bldg Maint-Expense									
11922	5211	ELECTRICITY	64,000.00	72,000.00	70,000.00	64,219.95	72,000.00	0.00	0.00
11922	5212	HVAC, W/S - 120 WASHINGTON ST	11,279.31	11,360.00	11,360.00	9,357.60	11,360.00	0.00	0.00
11922	5216	OIL HEAT	72,845.05	58,000.00	51,000.00	41,327.70	40,000.00	0.00	0.00
11922	5241	BUILDING MAINT/REPAIRS/SUPPLIE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11922	5381	PRINTING AND BINDING	999.50	1,000.00	1,000.00	914.00	1,000.00	0.00	0.00
11922	5421	OFFICE SUPPLIES (GEN	999.44	1,200.00	1,200.00	1,191.00	1,200.00	0.00	0.00
11922	5431	BLDG REP/MAINT SUPPL	658.30	2,000.00	2,000.00	1,960.88	2,000.00	0.00	0.00
11922	5451	CUSTODIAL SUPPLIES	5,477.00	6,000.00	6,000.00	5,976.60	6,000.00	0.00	0.00
11922	5710	IN STATE TRAVEL/MEETINGS	1,702.84	1,200.00	1,200.00	1,143.81	1,200.00	0.00	0.00
11922	5846	EMERGENCY REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11922	5851	OFFICE EQUIPMENT	0.00	1,000.00	1,000.00	994.37	1,000.00	0.00	0.00
Total Pub Prop/Bldg Maint-Expense			157,961.44	153,760.00	144,760.00	127,085.91	135,760.00	0.00	0.00
220	192	Department Total	201,741.99	199,858.00	191,858.00	171,062.27	183,027.00	0.00	0.00

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hiro Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY	
									Date	Rate	# Wks	Old						Now
BAUTISTA RAFAEL	220 PUBLIC PROP-BLDG MAINT	11921-5111	SR BLDG CUST III	07011985	40,229.19	0.0	770.67	786.09				41,033.78	-	-	-	-	To DPW	
Shift Differential - Bautista			Base Rate X 6%		3,218.31		61.65	62.89				3,282.68					To DPW	
					43,447.50	0.0												
													44,316.45	-	-	-	-	

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC PROPERTY - BUILDING MAINTENANCE- 220

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11922	5211	Electricity			
		Old Town Hall	12,800	12,800	To Fixed Costs
		Council on Aging	20,000	20,000	
		120 Washington Street	12,800	12,800	
		City Hall	26,400	26,400	
TOTAL			72,000	72,000	
11922	5212	HVAC/Water 120 Washington Street			
		Water 120 Washington Street	5,024	5,024	To Fixed Costs
		HVAC - 129 Washington St	6,336	6,336	
		(Utility Bills paid to landlord for 120 Washington Street)			
TOTAL			11,360	11,360	
11922	5216	Oil Heat			
		Gas for 120 Washington street	10,000	10,000	To Fixed Costs
		Old Town Hall	10,000	10,000	
		93 Washington Street	10,000	10,000	
		Council on Aging	10,000	10,000	
TOTAL			40,000	40,000	
11922	5381	Printing and Binding			
		For printing and binding of zoning book and maps	500	500	To Insp Budg
		Letter Head	300	300	
		Enevelops	200	200	
TOTAL			1,000	1,000	-
11922	5421	General Office supplies			
		This is for general stationary and office supplies	200	200	To Insp Budg
		Pens	50	50	
		Steno Paper	50	50	
		File Folders	50	50	
		Misc. Supplies	550	550	
		New Fax	300	300	
TOTAL			1,200	1,200	-
11922	5431	Building repair and maintenance supplies			
		For Miscellaneous materials - keys, and small items not covered in PS budget			
		Winer Brothers - Supplies	1,000	1,000	
		Home Depot - Building Supplies	1,000	1,000	
TOTAL			2,000	2,000	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC PROPERTY - BUILDING MAINTENANCE- 220

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11922	5451	Custodial supplies			
		Custodial supplies for City Hall and 120 Washington Street	2,500	2,500	To DPW
		Trash Bags	1,000	1,000	
		Hand Soap	300	300	
		Paper Towels/ Toilet Paper	800	800	
		Cleaning Supplies	700	700	
		Vacuum Cleaner bags/broom/mops and other miscellaneous supplies as needed	700	700	
TOTAL			6,000	6,000	-
11922	5710	Instate travel and meetings			
		Instate travel and monthly meeting	1,200	1,200	To Insp Budg
		Meetings and seminars for 2 Bld Inspectors, 2 Plumbing & Gas Inspectors			
		1 Backflow Prevention			
TOTAL			1,200	1,200	-
11922	5851	Office Equipment			
		Replace office furniture & equipment	1,000	1,000	To Insp Budg
TOTAL			1,000	1,000	-
TOTAL PROPOSED			135,760	135,760	-

Public Property – Fixed Costs

Mission Statement

Fixed costs consist of Budgeting and Payment of the rent and taxes for City Hall Annex, telephone for City Hall, and City Hall Annex, and Postage for all City Departments.

Significant Changes

None

Previous Fiscal Year Accomplishments

- Paid all monthly invoices and maintained Postage and Distribution of all City mail in a timely manner.

FY 2010 Goals & Objectives

- To attempt to track mail by Department to pinpoint individual Department's usage.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
Public Prop-Fixed Costs									
11962	5211	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	72,000.00	72,000.00
11962	5212	HVAC/Water-120 Washington St	0.00	0.00	0.00	0.00	0.00	11,360.00	11,360.00
11962	5216	OIL HEAT	0.00	0.00	0.00	0.00	0.00	40,000.00	40,000.00
11962	5271	CITY HALL ANNEX RENT	360,000.00	360,000.00	360,000.00	360,000.00	360,000.00	360,000.00	360,000.00
11962	5274	ANNEX RENT TAXES	22,600.00	15,000.00	17,000.00	16,675.58	15,500.00	20,000.00	20,000.00
11962	5341	TELEPHONE	40,000.00	35,000.00	42,000.00	41,250.03	35,000.00	35,000.00	35,000.00
11962	5342	POSTAGE	95,569.93	100,000.00	105,000.00	108,057.40	100,000.00	105,000.00	105,000.00
Total Public Prop-Fixed Costs			518,169.93	510,000.00	524,000.00	525,983.01	510,500.00	643,360.00	643,360.00
220	196	Department Total	518,169.93	510,000.00	524,000.00	525,983.01	510,500.00	643,360.00	643,360.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC PROPERTY - FIXED COSTS - 220

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11962	5211	Electricity			
		Old Town Hall	From Bldg Maint		12,800
		Council on Aging			20,000
		120 Washington Street			12,800
		City Hall			26,400
	TOTAL				72,000
11962	5212	HVAC/Water 120 Washington Street			
		Water 120 Washington Street	From Bldg Maint		5,024
		HVAC - 129 Washington St			6,336
		(Utility Bills paid to landlord for 120 Washington Street)			
	TOTAL				11,360
11962	5216	Oil Heat			
		Gas for 120 Washington street	From Bldg Maint		10,000
		Old Town Hall			10,000
		93 Washington Street			10,000
		Council on Aging			10,000
	TOTAL				40,000
11962	5271	ANNEX RENT			
		Monthly Rent 30,000 x 12	360,000	360,000	360,000
	TOTAL		360,000	360,000	360,000
11962	5274	ANNEX RENT TAXES			
		Escalator Taxes per Solicitor (3% Increase for FY 2010)	15,500	15,500	20,000
	TOTAL		15,500	15,500	20,000
11962	5341	TELEPHONE			
		Telephone bills and Maintenance of existing system.	35,000	35,000	35,000
		Bill for all of City Hall, Council on Aging, 120 Washington Street, Health Department fax lines and internet lines			
	TOTAL		35,000	35,000	35,000
11962	5342	POSTAGE			
		Mailing for City Hall . Note this fee has increased due to the increase in postage	100,000	100,000	105,000
		City Clerk - Census, Dog License			
		Collectors - Excise Tax, Water Bills, Real Estate			
		Miss. Mail of all Department			
	TOTAL		100,000	100,000	105,000
TOTAL PROPOSED			510,500	510,500	643,360

Public Property – Building/Plumbing/Gas Inspections

Mission Statement

The Department is responsible for receiving, reviewing, and issuing all Building, Plumbing and Gas Permits. The majority of these permits require at least one inspection.

Significant Changes

The department has added a full time Building Inspector, A part time Bld Inspector and A Part time Sealer of Weights and Measures.

Previous Fiscal Year Accomplishments

- Received, processed 1008 building permits, 883 plumbing and gas permits, 273 certificates of occupancy.
- Assisted Fire, Health, Police, Electrical and many other Departments with numerous inspections and miscellaneous problems.

FY 2010 Goals & Objectives

- Will attempt to track numbers and source of calls made to the department.
- Additional coordination of annual inspections and enforcement actions.
- Department will increase data entry in existing Geo-TMS programs.
- Department has added to the ability to perform Annual inspections with the hire of a part time inspector. The costs of this employee will be covered by the additional inspection fees.
- Will coordinate with other Departments to standardize GEO TMS data entries
- Will increase the 21D Ticket program for chronic offenders.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Pub Prop/Inspections-Personnel									
12411	5111	SALARIES-FULL TIME	280,229.98	297,420.00	260,607.00	259,660.54	299,051.00	258,891.00	258,891.00
12411	5113	SALARIES-PART TIME	11,758.30	40,823.00	41,636.00	37,356.57	41,279.00	23,895.00	23,895.00
12411	5150	FRINGE/STIPENDS	800.00	1,300.00	1,300.00	1,300.00	1,900.00	1,900.00	1,900.00
Total Pub Prop/Inspections-Personnel			292,788.28	339,543.00	303,543.00	298,317.11	342,230.00	284,686.00	284,686.00
Bldg/Gas/Plumb Insp - Expenses									
12412	5320	CONTRACTED SERVICES	7,167.90	10,000.00	10,000.00	6,074.44	6,000.00	6,000.00	6,000.00
12412	5381	PRINTING AND BINDING	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
12412	5387	FEES - DEP ADMIN	8,000.00	8,000.00	8,000.00	6,800.00	8,000.00	8,000.00	8,000.00
12412	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00
12412	5710	IN STATE TRAVEL/MEETINGS	0.00	10,000.00	10,000.00	6,510.58	6,000.00	7,200.00	7,200.00
12412	5713C	EXPENSES-CLEAN IT/LIEN IT	1,219.00	2,000.00	2,000.00	1,840.00	2,000.00	2,000.00	2,000.00
12412	5778	OTHER EXP - SEALER	993.63	1,000.00	1,000.00	1,095.97	1,000.00	1,000.00	1,000.00
12412	5846	EMERGENCY DEMOLITION/REPAIR	0.00	0.00	25,000.00	24,787.39	0.00	0.00	0.00
12412	5851	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Total Bldg/Gas/Plumb Insp - Expenses			17,380.53	31,000.00	56,000.00	47,108.38	23,000.00	27,400.00	27,400.00
220	241	Department Total	310,168.81	370,543.00	359,543.00	345,425.49	365,230.00	312,086.00	312,086.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
REPLACE BARBER	220 PUBLIC PROP-INSPECTIONS	12411-5111	ASST BUILDING INSPEC		43,604.50			1		835.34	835.34	43,604.50	-		-	-
MCGRATH THOMAS	220 PUBLIC PROP-INSPECTIONS	12411-5111	ASST BUILDING INSPEC		49,216.09			1		942.84	942.84	49,216.09	49,216.09	951.69	50,200.41	50,200.41
ROSS DENNIS	220 PUBLIC PROP-INSPECTIONS	12411-5111	PLUMBING & GAS INSP	033019E7	51,341.24			1		983.55	983.55	51,341.24	51,341.24	1,003.22	52,368.06	52,368.06
ST PIERRE THOMAS	220 PUBLIC PROP-INSPECTIONS	12411-5111	INSPECTIONAL SERVICE DIR		71,674.41			1		1,373.07	1,373.07	71,674.41	71,674.41	1,400.53	73,107.90	73,107.90
								2.0		Total AFSCME 1818		83,214.61	83,214.61		83,214.61	83,214.61
					215,836.23			5.0	Total Full Time - 5111			299,050.84	255,446.35		258,890.98	258,890.98
DOYLE JOHN	230 PUBLIC PROP-INSPECTIONS	12411-5113	SEALER WEIGHTS/MEAS		22,612.64			19 hours per wk		23.62	23.62	23,426.32	23,426.32	24.09	23,894.84	23,894.84
PAQUIN EDGAR	230 PUBLIC PROP-INSPECTIONS	12411-5113	PT ASST BUILDING INSPEC	10/15/2007	18,209.45			19 hours per wk		18.00	18.00	17,852.40	-	18.00	Layoff-FY09	-
					40,822.09			Total PartTime - 5113				41,278.72	23,426.32		23,894.84	23,894.84
	230 PUBLIC PROP-INSPECTIONS	12411-5150	Fringe/Stipends		1,300.00			2.0		650.00	950.00	1,900.00	1,900.00	950.00	1,900.00	1,900.00
					256,658.33			5.0	Department Total			342,229.56	280,772.66		284,685.82	284,685.82

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees - Inspections	7.0	7.0	5.0	-2.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks Old Now		FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	
MURTAGH	SALLY	220 PUBLIC PROP-INSPECTION	12411-5111	PRINCIPAL CLERK III	03/14/99	40,791.48	1.0	781.45	797.07					41,607.31	41,607.31	41,607.31	41,607.31	
BILODEAU	JOYCE	220 PUBLIC PROP-INSPECTION	12411-5111	PRINCIPAL CLERK III	3/16/06	40,791.48	1.0	781.45	797.07					41,607.31	41,607.31	41,607.31	41,607.31	
						81,582.95	2.0											

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC PROPERTY - Inspections - 220

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12412	5320	CONTRACTED SERVICES			
		Contracted Services - Temp Plumbing Inspector to cover vacations/sick/etc.	6,000	6,000	6,000
TOTAL			6,000	6,000	6,000
12412	5381	Printing and Binding			
		For printing and binding of zoning book and maps	From Bldg Maint		500
		Letter Head & Envelopes			500
TOTAL					1,000
12412	5387	FEES - DEP ADMIN			
		Admin fees for Dept Environmental Protection (2K per incident)	8,000	8,000	8,000
TOTAL			8,000	8,000	8,000
12412	5421	General Office supplies			
		This is for general stationary and office supplies	From Bldg Maint		200
		Pens			50
		Steno Paper			50
		File Folders			50
		Misc. Supplies			850
TOTAL					1,200
12412	5710	IN-STATE TRAVEL/MEETING			
		Mileage reimbursements for Inspectors - 3 full-time 1 part-time.	6,000	5,400	7,200
TOTAL			6,000	5,400	7,200
12412	5713C	EXPENSES-CLEAN IT/LIEN IT			
		Clean it or lien it- Monies to secure vacant buildings etc. Monies expended are	2,000	1,800	2,000
TOTAL			2,000	1,800	2,000
12412	5778	OTHER EXPENSES - SEALER			
		Misc supplies	1,000	900	1,000
TOTAL			1,000	900	1,000
11922	5851	Office Equipment			
		Replace office furniture & equipment	From Bldg Maint		1,000
TOTAL					1,000
TOTAL PROPOSED			23,000	22,100	27,400

Licensing Board

Mission Statement

To provide a community service to the City of Salem in processing, overseeing and renewing the licenses of over 400 establishments of different categories. Among the types of licenses are; Common Victualler (alcohol and non-alcohol), Package/Convenient Stores (alcohol), Auto Dealers, Lodging Houses, Inn Holders, Bed and Breakfasts, Week day and Sunday Entertainment, Automatic Amusements, Special One Day Alcohol, Street Performers, Seasonal and Halloween Vendors.

Significant Changes

The Office Licensing office has relocated to the Building Inspector's office. The staff person reports to the Director of Inspectional Services

Previous Fiscal Year Accomplishments

- The Licensing Board Participated in the coordination of inspections and enforcement for licensed establishments relative to sprinkler regulation requirements – Chapter 304 of the Acts of 2004.
- The Board increased inspections of Licensed Premises.

FY 2010 Goals & Objectives

- The Licensing Boards' goal is to serve the various license holders throughout the City and to ensure adherence to all segments of Chapter 138 and Chapter 140.
- The Licensing Boards' objectives are to prevent infractions of the Law and to ensure the Licensees do not exceed the limits of their license.
- To accurately track Licensing fees related to specific events such as Haunted Happenings

PERFORMANCE INDICATORS

150-Licensing

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Restaurant All Alcohol and B&W				\$ 100,850	\$ 100,850
Club Liquor Licenses				\$ 18,750	\$ 18,750
Inn holder Liquor License				\$ 4,350	\$ 4,350
Package Goods				\$ 36,000	\$ 36,000
Seasonal Licenses				\$ 7,900	\$ 7,900
Other Liquor Licenses				\$ 6,925	\$ 6,925
Weekday Entertainment				\$ 5,900	\$ 5,900
Common Victuallers Licenses				\$ 5,800	\$ 5,800
Auto Dealers				\$ 3,200	\$ 3,200
Lodging House & Inn Licenses				\$ 750	\$ 750
Street Performers				\$ 150	\$ 150
Vendors				\$ 6,600	\$ 6,600
Haunted Happenings			\$ 30,425	\$ 35,000	\$ 35,000
Automatic Amusements					

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Licensing-Personnel									
11651	5111	SALARIES-FULL TIME	40,890.78	48,092.00	48,092.00	48,092.45	48,908.00	48,908.00	48,908.00
11651	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	950.00	950.00	950.00
Total Licensing-Personnel			41,290.78	48,742.00	48,742.00	48,742.45	49,858.00	49,858.00	49,858.00
Licensing-Expenses									
11652	5306	ADVERTISING	0.00	400.00	400.00	0.00	400.00	400.00	400.00
11652	5381	PRINTING AND BINDING	500.00	500.00	500.00	399.00	500.00	500.00	500.00
11652	5421	OFFICE SUPPLIES (GEN	540.19	640.00	640.00	637.91	640.00	640.00	640.00
11652	5851	OFFICE EQUIPMENT	355.01	400.00	400.00	0.00	400.00	400.00	400.00
Total Licensing-Expenses			1,395.20	1,940.00	1,940.00	1,036.91	1,940.00	1,940.00	1,940.00
150	165	Department Total	42,685.98	50,682.00	50,682.00	49,779.36	51,798.00	51,798.00	51,798.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
CASEY J	150 LICENSING BOARD	11651-5111	MEMBER		1,300.00	B			4	325.00	325.00	1,300.00	1,300.00	325.00	1,300.00	1,300.00
LEE RICHARD	150 LICENSING BOARD	11651-5111	MEMBER		1,300.00	B			4	325.00	325.00	1,300.00	1,300.00	325.00	1,300.00	1,300.00
SHEA DAVE	150 LICENSING BOARD	11651-5111	CHAIRMAN		1,700.00	B			4	425.00	425.00	1,700.00	1,700.00	425.00	1,700.00	1,700.00
PAGLIARO MELISSA	150 LICENSING BOARD	11651-5111	CLERK OF BOARD		3,000.00	B			4	750.00	750.00	3,000.00	3,000.00	750.00	3,000.00	3,000.00
								1.0		Total AFSCME 1818		41,607.23	41,607.23		41,607.23	41,607.23
					7,300.00			1.0	Total Full Time - 5111			48,907.23	48,907.23		48,907.23	48,907.23
	150 LICENSING BOARD	11651-5150	AFSCME Stipend		650.00				1.0	650.00	950.00	950.00	950.00	950.00	950.00	950.00
					7,300.00			1.0	Department Total			49,857.23	49,857.23		49,857.23	49,857.23

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	1.0	1.0	1.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET	F	Rate	Rate	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
					FY 2009	T	FY 2009	FY 2010	Date	Rate	# Wks	FY 2010		FY 2010	FY 2010	FY 2010	
					52.2	E	2.0%	2.0%			Old	New		52.2	52.2	52.2	
PAGLIARO	MELISSA	150 LICENSING BOARD	11651-5111	PRINCIPAL CLERK	40,791.40	1.0	781.44	797.07				41,607.23	41,607.23	41,607.23	41,607.23		
					40,791.40	1.0						41,607.23	41,607.23	41,607.23	41,607.23	-	

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Licensing Board - 150

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11652	5306	ADVERTISING			
		Advertisement for Alcohol Licensing	400	400	400
		Memberships and Publications			
		Expenses incurred for travel and meetings			
TOTAL			400	400	400
11652	5381	PRINTING AND BINDING			
		Licenses and Forms as needed (alcohol, auto dealers, etc.)	150	150	150
		Envelopes	100	100	100
		Business Cards	100	50	100
		Letterhead Stationary	150	150	150
TOTAL			500	450	500
11652	5421	OFFICE SUPPLIES (GEN)			
		tape, clips, elastics, folders, files, staples, pen, glue sticks, highlighters			
		calendars, self inked stampels, laminating pouches, typewriter ribbons,			
		binders, labels, film, name plates, audio tapes, file boxes	400	335	400
		Updating MGL, Memberships, travel & meetings	240	240	240
TOTAL			640	575	640
11652	5851	OFFICE EQUIPMENT			
		Maintenance of typewriter, time stamp machine, adding machine and rolls,			
		toner and recorder			
		File Cabinet, book case, flat screen	400	350	400
TOTAL			400	350	400
TOTAL PROPOSED			1,940	1,775	1,940

Electrical Department

Mission Statement

The Mission of the Electrical Department is to protect the safety and welfare of the City's residents and its visitors. More specifically, the department will enforce all laws, bylaws and regulations in accordance with the City and State of Massachusetts Electrical Codes. The Electrical Department will assist our residents as to any concern that they might have about their safety and well being.

Significant Changes

The City's main roadways Route 107 and 114 have been completed with all new roadway lighting and traffic control systems. The Fire alarm system has been upgraded as well. The RCG project at 155 Washington Street is about 80 % complete regarding electrical and fire alarm systems. The Salem High School renovation project is about 90 % complete in regard to the electrical and fire alarm systems. RCG has also completed their project at 76 Lafayette Street. We have expanded our Christmas lighting program to New Derby Street, Front Street and upper Essex Street. In addition of a new Harley Davidson store at the East India Mall.

Previous Fiscal Year Accomplishments

- The City's Fire Alarm has been extended to accommodate the projects listed above.
- Installed a new service to the Greenlawn rectory building
- The installation of a new Vision 21 Fire Alarm Receiver and Monitor at Fire Head Quarters.
- Installed outlets and wiring for the building Department office area.
- Completed Fire Alarm equipment transfers on new poles installed by Verizon at various locations.
- Changing out various traffic signal incandescent bulbs to efficient led signal lenses when possible.
- Completely maintained our Decorative Roadway lighting system.
- Completely maintained our Traffic signals and controllers through out the City.
- Rebuilt and rewired 4 historical Salem Common Lighting fixtures.

FY 2010 Goals & Objectives

- To complete Bridge Street improvement plans and to begin installation of all utilities.
- To complete the project at 155 Washington Street regarding electrical and Fire Alarm.
- To complete the CVS project on Rte 107 Highland Avenue. Electrical and Fire Alarm.
- To Complete installation of new Fire Alarm Cables and Fire boxes along Routes 114 and 107

- The City is looking at long range energy procurement beyond 2011 to further reduce our energy costs.
- Coordinate with Mass. Highway the installation of new traffic signals on Route 107 from the Lynn Line to Wilson Street.
- The Wilson Street intersection will change in regard to a lane change as well as a signal change. The advanced green will start from the Wilson Street side of the intersection. We recommend being able to take a left as well as a right turn from the right hand lane also. We will have the capability from within our traffic controller to make these changes. These changes would significantly help improve the flow of traffic during peak times of the day. The end result we will move more traffic out of the school area's safer and faster.
- To work with Planning / Engineering Depts. To move for traffic signals to be installed at the intersection of New Derby Street and Congress Street.

PERFORMANCE INDICATORS

080-Electrical

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
ELECTRICAL PERMITS ISSUED	1,084	939	1,111	812	725
ELECTRICAL INSPECTIONS PERFORMED	1,626	1,421	1,662	1,450	1,400
FIRE ALARM MASTERBOX RESETS	500	406	410	400	400
TRAFFIC SIGNAL REPAIRS	178	203	149	165	165
DECORATIVE STREET LIGHT REPAIRS	105	126	124	150	150
COBRAHEAD STREEET LIGHT REPAIRS	123	158	176	176	176
BOARD OF HEALTH ELEC. COMPLAINTS	15	8	23	18	18
FIRE PREVENTION ELEC. COMPLAINTS	13	9	16	12	12
ELECTRICAL REPAIRS TO PUBLIC BLDGS	28	19	33	25	25
FIRE ALARM OPEN CIRCUITS / REPAIR	21	37	46	35	35
MAINTAIN FOUNTAIN PUMPS	2	2	2	2	2
FIRE ALARM POLE TRANSFERS	23	37	79	85	85
ROADWAY BANNERS HUNG	40	38	38	38	38
DECORATED CHRISTMAS TREES	92	134	134	134	134

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Electrical-Personnel									
12451	5111	SALARIES-FULL TIME	234,740.93	239,446.00	239,452.12	239,452.12	242,999.00	244,234.00	244,234.00
12451	5131	OVERTIME (GENERAL)	37,633.04	10,000.00	6,993.88	6,587.25	10,000.00	10,000.00	10,000.00
12451	5141	LONGEVITY	400.00	400.00	400.00	400.00	400.00	400.00	400.00
12451	5150	FRINGE/STIPENDS	1,600.00	2,600.00	2,600.00	2,600.00	3,800.00	3,800.00	3,800.00
Total Electrical-Personnel			274,373.97	252,446.00	249,446.00	249,039.37	257,199.00	258,434.00	258,434.00
Electrical-Expenses									
12452	5213	STREET LIGHTING	556,333.00	635,000.00	635,000.00	659,424.03	635,000.00	675,000.00	675,000.00
12452	5214	TRAFFIC SIGNAL LIGHT	58,822.32	67,500.00	67,000.00	67,000.00	67,000.00	72,000.00	72,000.00
12452	5254	STREET LIGHTING MAINT	10,793.58	12,000.00	12,000.00	11,442.12	12,000.00	12,000.00	12,000.00
12452	5255	BUILDING/EQUIP MAINT	7,068.89	8,000.00	8,000.00	7,554.01	8,000.00	8,000.00	8,000.00
12452	5256	FIRE/MUN SIGNAL MAIN	7,087.88	12,000.00	11,600.00	10,587.27	12,000.00	12,000.00	12,000.00
12452	5257	MAINT TRAFFIC SIGNAL	1,892.34	7,500.00	7,500.00	7,258.81	7,500.00	7,500.00	7,500.00
12452	5301	POLICE DETAIL	480.00	1,000.00	1,650.00	1,470.00	1,650.00	1,650.00	1,650.00
12452	5324	TUITION	640.00	1,000.00	850.00	850.00	850.00	850.00	850.00
12452	5341	TELEPHONE	1,511.94	2,000.00	2,400.00	2,359.17	2,000.00	2,000.00	2,000.00
12452	5421	OFFICE SUPPLIES (GEN	2,641.42	2,500.00	2,500.00	2,094.50	2,500.00	2,500.00	2,500.00
12452	5710	IN STATE TRAVEL/MEETINGS	199.40	500.00	500.00	385.00	500.00	500.00	500.00
Total Electrical-Expenses			647,470.77	749,000.00	749,000.00	770,424.91	749,000.00	794,000.00	794,000.00
080	245	Department Total	921,844.74	1,001,446.00	998,446.00	1,019,464.28	1,006,199.00	1,052,434.00	1,052,434.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
GIARDI	JOHN	080 ELECTRICAL	12451-5111 CITY ELECTRICIAN	06041984	61,774.29			1.0	1	1,183.42	1,183.42	61,774.29	61,774.29	1,207.08	63,009.77	63,009.77
								4.0		Total AFSCME 1818		181,224.14	156,226.14		181,224.14	181,224.14
					61,774.29			5.0	Total Full Time - 5111			242,998.42	218,000.42		244,233.91	244,233.91
	080 ELECTRICAL	12451-5131 Overtime			10,000.00							10,000.00	9,000.00		10,000.00	10,000.00
	080 ELECTRICAL	12451-5141 Longevity			400.00					400.00	400.00	400.00	400.00	400.00	400.00	400.00
	080 ELECTRICAL	12451-5150 AFSCME Stipend			2,600.00				4	650.00	950.00	3,800.00	3,800.00	950.00	3,800.00	3,800.00
					61,774.29			5.0	Department Total			257,198.42	231,200.42		258,433.91	258,433.91

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	5.0	5.0	5.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old New						
DURKIN	JAMES	080 ELECTRICAL	12451-5111	WORKING FOREMAN III	12111972	46,467.59	1.0	890.18	907.99					47,396.94	47,396.94	47,396.94	47,396.94	250.00
ROCHON	MARK	080 ELECTRICAL	12451-5111	WIRE INSPECTOR	4/30/2001	47,728.19	1.0	914.33	932.62					48,682.75	48,682.75	48,682.75	48,682.75	
THIBODEAU	ALISON	080 ELECTRICAL	12451-5111	PRINCIPAL CLERK III	03201976	40,791.48	1.0	781.45	797.07					41,607.31	41,607.31	41,607.31	41,607.31	150.00
VALLANTE	KENNETH	080 ELECTRICAL	12451-5111	SIGNAL MAINTAINER III	10/28/2002	42,693.46	1.0	817.69	834.04					43,537.13	43,537.13	43,537.13	43,537.13	
Eliminate 1 FT position and replace with a PT position															(24,998.00)			
						177,670.72	4.0							181,224.14	156,226.14	181,224.14	181,224.14	400.00

FY 2010 DETAILED BUDGET REPORT
EXPENSES

ELECTRICAL - 080

ORG	OBJECT	DECSRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12452	5213	STREET LIGHTS			
		THIS ACCOUNT IS USED FOR ALL OF OUR ROADWAY LIGHTING, ALSO OUR DECORATIVE LIGHTING THROUGHOUT THE CITY.	635,000	571,500	635,000
		AN INCREASE OF 14% IS NEEDED IN THIS ACCOUNT			40,000
TOTAL			635,000	571,500	675,000
12452	5214	TRAFFIC SIGNALS			
		THIS ACCOUNT IS USED FOR TRAFFIC SIGNALS.	67,000	60,750	67,000
		AN INCREASE OF 14% IS NEEDED IN THIS ACCOUNT			5,000
TOTAL			67,000	60,750	72,000
12452	5254	ROADWAY AND MALL LIGHTING MAINTAINANCE			
		USED FOR THE REPLACEMENT OF POLES,LUMINAIRES,WIRING,TRANSFORMERS,LAMPS AND LENSES	12,000	10,800	12,000
TOTAL			12,000	10,800	12,000
12452	5255	BUILDING/EQUIPMENT MNT.			
		THE ELECTRICAL DEPT. ASSISTS OTHER DEPARTMENTS WITH REPAIRS TO OUR FACILITIES.	8,000	7,200	8,000
TOTAL			8,000	7,200	8,000
12452	5256	FIRE/MUN SIGNAL MNT			
		THE ACCOUNT IS USED TO MAINTAIN ALL OUR FIRE ALARM CABLE OVERHEAD AND UNDERGROUND AS WELL AS ALL OUR FIREBOXES.	12,000	10,800	12,000
TOTAL			12,000	10,800	12,000
12452	5257	MNT TRAFFIC SIGNALS			
		TRAFFIC CONTROLLERS, SIGNALS, CONDUITS AND LIGHTING ARE ALL MAINTAINED FROM THIS ACCOUNT.	7,500	6,750	7,500
TOTAL			7,500	6,750	7,500
12452	5301	POLICE DETAIL			
		REPLACING UNDERGROUND CABLE AND OPEN MANHOLES FOR INSPECTION OF SPLICES. ROADWAY PROJECTS RTE 114 & RTE 107	1,650	1,485	1,650
TOTAL			1,650	1,485	1,650
12452	5324	TUITION			
		CERTIFICATION PROGRAMS AND COURSES			
		ESSEX CTY SIGNAL ASSOC.	36	36	36
		IMSA - IAEA - NFPA	225	225	225
		MUN.ELECTRICAL INSP ASSOC	60	60	60
		TRAFFIC SIGNAL SCHOOL	150	150	150
		COMP.COURSES	379	294	379
TOTAL			850	765	850

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

ELECTRICAL - 080

ORG	OBJECT	DECSRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
12452	5341	TELEPHONE			
		2 BUSINESS PHONE LINES @ 120.MO	1,000	1,000	1,000
		LONG DISTANCE @ 82.50 X12 MOS	1,000	1,000	1,000
TOTAL			2,000	2,000	2,000
12452	5421	OFFICE SUPPLIES (GENERAL)			
		GENERAL SUPPLIES, PRINTING	250	250	250
		NFPA ELECTRIC BKS	440	440	440
		MECA BKS	210	210	210
		OTHER SUPPLIES AS NEEDED			
		PRINTING:LETTERHEADS,PERMITS,BUS.CDS,RECEIPT	250	250	250
		SUPPLIES:COPIER PAPER,LABELS FOR MAILING	700	700	700
		PENS,PDS OF PAPER,TONER FOR COPY MACH,	650	650	650
TOTAL			2,500	2,500	2,500
12452	5710	IN STATE TRAVEL/MEETING			
		PROGRAMS AND SEMINARS			
		ESSEX CTY SIGNAL ASSOC. 10MEETINGS @30. 300.00	300	300	300
		MUN.ELECTRICAL INSP ASSOC10 MEETINGS@20. 200.00	200	200	200
TOTAL			500	500	500
TOTAL PROPOSED			749,000	675,050	794,000

Planning – Conservation Commission

Mission Statement

The mission of the Salem Conservation Commission is to protect wetlands, waterways, and riverfront areas through the administration of the Wetlands Protection Act, the Rivers Protection Act, Stormwater Management regulations, and the local Wetlands Protection and Conservation Ordinance, and to promote conservation awareness and practice.

Significant Changes

There were no significant changes this past year. There were no staff level changes.

Previous Fiscal Year Accomplishments

- In accordance with the Commission's mission, the Commission:
 - Issued 12 Determinations of Applicability
 - Issued 29 Orders of Conditions
 - Issued 15 Full Certificates of Compliance
 - Issued one Emergency Certification Form
- In accordance with the Commission's goals and objectives to maintain the Conservation Agent's expertise the Agent and several Commissioners attended various workshops throughout the fiscal year on topics including wetland plant identification, Low Impact Development (LID) techniques, enforcement, application of riverfront regulations, and coastal storms workshop.
- In accordance with the Commission's goals and objectives to provide information to the public about the importance of wetlands and protect Salem's wetlands, the Commission paid for the City of Salem to be a member of Greenscapes North Shore Coalition. Greenscapes educates homeowners about maintaining attractive lawns and gardens while protecting rivers, waterways, beaches, harbor and coast. As a member Salem residents benefited from free workshops, newsletter, and discounts on various plants from local nurseries.
- In accordance with the Commission's goals and objectives to participate in public education activities to inform the public of the responsibilities of the Conservation Commission, the Commission participated in an Earth Day event held at the Carlton School and the Living Green Fair held at Old Town Hall.
- In accordance with the Commission's goals and objectives to protect wetlands the Conservation Agent is a member of the Stormwater Working Group that has been tasked with developing a stormwater ordinance for the city. Development of the ordinance has been ongoing throughout 2007-2008.

FY 2010 Goals & Objectives

Application Review

- Perform a thorough review of applications through site inspections, public hearings, and issuance of determinations of applicability and orders of conditions
- Review applications and issue decisions in a timely manner
- Inspect and resolve reported violations in a timely manner
- Maintain expertise of Conservation Commission membership
- Maintain expertise of the Conservation Agent by supporting attendance at appropriate workshops, seminars, certification courses, etc.

Protect Wetlands

- Identify and plan for acquisition of key wetland and buffer properties
- Identify ways to restore filled wetlands and provide natural floodplain protection

Protect Open Spaces

- Protect examples of Salem's ecological diversity
- Revise local land use regulations to address open space preservation and protection
- Support establishment of "friends of" groups to help maintain open spaces
- Participate in the long range planning for protection of open spaces
- Apply the goals and objectives of the Open Space and Recreation Plan's 5 year Action Plan
- Work with other City departments to keep the Open Space and Recreation Plan current and updated

Public Outreach

- Participate in public education activities to inform the public of the responsibilities of the Conservation Commission
- Provide information to the public regarding the City's open spaces and land owned by the Conservation Commission, including but not limited to trail maps, open space maps, etc.

PERFORMANCE INDICATORS

200-Conservation Commission

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Request for Determination of Applicability (RDA) applications reviewed/acted upon (Does the wetlands act apply)	6	17	12	10	10
Notices of Intent considered	22	30	30	20	20
Orders of Conditions issued	20	29	29	20	20
Full Certificates of Compliance issued	13	10	15	10	10

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Conservation Comm-Personnel									
11711	5111	SALARIES-FULL TIME	22,177.63	23,562.00	23,562.00	22,717.35	23,562.00	24,001.00	24,001.00
11711	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	2,000.00	2,000.00	2,000.00
Total Conservation Comm-Personnel			22,177.63	23,562.00	23,562.00	22,717.35	25,562.00	26,001.00	26,001.00
Conservation Comm-Expenses									
11712	5421	OFFICE SUPPLIES (GEN	0.00	119.00	119.00	76.42	119.00	119.00	119.00
11712	5730	DUES AND SUB	306.00	306.00	306.00	306.00	306.00	306.00	306.00
Total Conservation Comm-Expenses			306.00	425.00	425.00	382.42	425.00	425.00	425.00
200	171	Department Total	22,483.63	23,987.00	23,987.00	23,099.77	25,987.00	26,426.00	26,426.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
DUQUES	CAREY	200 PLANNING-CON COM	11711-5111 Con Com Agnt/Staff Plann	7/5/2006	21,911.77		0.5		50%	839.54	839.54	21,911.99	21,911.99	856.33	22,350.23	22,350.23
BRAY	ANDREA	200 PLANNING-CON COM	11711-5111 CLERK	2007	1,650.00	B			22	75.00	75.00	1,650.00	1,650.00	75.00	1,650.00	1,650.00
					23,561.77	Total Full Time - 5111						23,561.99	23,561.99		24,000.23	24,000.23
		200 PLANNING-CON COM	11711-5150 AICP Certification					1			2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
					-	Total Fringe - 5150						2,000.00	2,000.00		2,000.00	2,000.00
					23,561.77	0.5	Department Total					25,561.99	25,561.99		26,000.23	26,000.23

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.5	0.5	0.5	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

CONSERVATION COMMISSION - 200

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11712	5387	FEES RECORDING ORDER OF CONDITIONS AT THE REGISTRY OF DEEDS	-	-	-
TOTAL			-	-	-
11712	5421	OFFICE SUPPLIES CONCOM ENVELOPES	119	119	119
TOTAL			119	119	119
11712	5730	DUES & SUB MEMBERSHIP FOR CONSERVATION COMMISSION BOARD MEMBERS TO THE MASSACHUSETTS ASSOCIATION OF CONSERVATION COMMISSION	306	306	306
TOTAL			306	306	306
TOTAL PROPOSED			425	425	425

Planning – Planning Board

Mission Statement

To ensure the best possible new development and redevelopment in accordance with the City of Salem Zoning Ordinance and the Subdivision Rules and Regulations, to review and comment on proposed zoning amendments, and to work on long-range community planning efforts.

Significant Changes

The Planning Board continues to participate in the Zoning Ordinance recodification through representation of the Board on the Zoning Recodification Committee. Former Chairman Walter Power had stepped down as Chair in June of 2007 after more than 30 years of service. He remained a Planning Board member until he passed away on April 18, 2008 after a long illness. Charles Puleo, formerly the Vice Chairman, was subsequently elected as the new Chairman of the Planning Board. There have been no staffing level changes.

Previous Fiscal Year Accomplishments

Between July 1, 2007 and June 30, 2008, the Planning Board considered and approved the following applications:

- 10 Form A Applications - Application Not Requiring Approval under the Subdivision Control Law (*9 approved and 1 withdrawn without prejudice*)
- 0 Form B Applications - Preliminary Subdivision Plans (*none filed*)
- 2 Form C Applications - Definitive Subdivision Plans (*1 approved and 1 withdrawn with out prejudice*)
- 3 Amendments to previously approved Definitive Subdivision Plan (*3 approved*)
- 3 Waivers from Frontage (*3 approved*)
- 3 Site Plan Review Special Permits (*2 approved and 1 ongoing*)
- 2 Amendments to previously approved Site Plan Review Special Permit (*2 approved*)
- 1 Wetlands and Flood Hazard District Special Permits (*1 ongoing*)
- 2 Drive-Through Facilities Special Permits (*2 approved*)
- 1 North River Canal Corridor (NRCC) Special Permit (*1 ongoing*)
- 6 Wireless Communication Facility Special Permits (*6 approved*)
- 0 Planned Unit Development Special Permits (*none filed*)
- 2 Amendments to previously approved Planned Unit Development Special Permit (*2 approved*)

Additionally, the Board made a favorable recommendation to the City Council to pass two proposed amendments to the zoning ordinance: one allowing the siting of wind energy facilities by Special Permit in selected zoning districts, and another to allow Planned Unit Developments by Special Permit in the Business Park Development zoning district.

FY 2010 Goals & Objectives

- To continue to review development proposals to ensure the best possible development for the City, and ensure compliance with state laws and local ordinances.
- To work closely with the Design Review Board on specific development projects to ensure that the architecture and site design is compatible with and enhances the historic character of the city.
- To effectively work with other local boards and commissions reviewing development projects.
- To work on long-range community planning efforts, as applicable.
- To review and comment on proposed zoning amendments.
- To continue participation in the Zoning Ordinance Recodification through member representation.
- To obtain training which can further the skills and knowledge of Board members, keep Board members up to date on current practices, and assist Board members in making effective land-use decisions.

PERFORMANCE INDICATORS

200-Planning Board

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Form A Applications - Application Not Requiring Approval under the Subdivision Control Law (Review/Action)	10	8	10	6	6
Subdivision Applications (Review/Action)	3	4	5	2	2
Special Permits (Review/Action)	11	7	15	8	8
Site Plan Review (Review/Action)	5	7	5	3	3

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Planning Board-Personnel									
11751	5111	SALARIES-FULL TIME	22,135.11	23,858.00	20,658.00	19,805.99	22,597.00	22,999.00	22,999.00
	Total	Planning Board-Personnel	22,135.11	23,858.00	20,658.00	19,805.99	22,597.00	22,999.00	22,999.00
Planning Board-Expenses									
11752	5306	ADVERTISING	804.46	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
11752	5421	OFFICE SUPPLIES (GEN	499.99	300.00	300.00	224.00	300.00	300.00	300.00
11752	5426	REPRODUCTIONS	561.49	1,000.00	1,000.00	852.50	1,000.00	1,000.00	1,000.00
11752	5710	IN STATE TRAVEL/MEETINGS	413.19	450.00	450.00	412.48	450.00	450.00	450.00
11752	5730	DUES AND SUB	250.00	250.00	250.00	75.00	250.00	250.00	250.00
	Total	Planning Board-Expenses	2,529.13	3,000.00	3,000.00	2,563.98	3,000.00	3,000.00	3,000.00
200	175	Department Total	24,664.24	26,858.00	23,658.00	22,369.97	25,597.00	25,999.00	25,999.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	6.0%	52.2	52.2	2.0%	52.2	
DUPUIS	STACEY	200 PLANNING BOARD	11751-5111 CLERK		2,520.00	B			28	90.00	90.00	2,520.00	2,520.00	90.00	2,520.00	2,520.00
LASH	AMY	200 PLANNING BOARD	11751-5111 STAFF PLANNER		21,337.38	B		1		408.76	-	-	-	-	-	-
MCKNIGHT	DANIELLE	200 PLANNING BOARD	11751-5111 STAFF PLANNER	11/10/08	-	B	0.5	1	50%	769.23	769.23	20,076.90	20,076.90	784.61	20,478.44	20,478.44
					23,857.38	Total Full Time - 5111						22,596.90	22,596.90		22,998.44	22,998.44
					23,857.38	0.5	Department Total					22,596.90	22,596.90		22,998.44	22,998.44

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.5	0.5	0.5	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PLANNING BOARD - 200

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11752	5306	ADVERTISING JOINT PUBLIC HEARINGS - CITY COUNCIL AND PLANNING BD MEMBERS (3 PER YEAR)	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
11752	5421	OFFICE SUPPLIES PLANNING BOARD ENVELOPES BUSINESS CARDS	260 40	260 40	260 40
TOTAL			300	300	300
11752	5426	REPRODUCTIONS REPRODUCTIONS FOR CITY APPLICATIONS MADE TO THE PLANNING BOARD AND CITY PRESENTATIONS MADE TO PLANNING BOARD ADHESIVE MOUNTING SPRAY - 10 @ 5.00 COURIER SERVICES REPRODUCTION OF BLUEPRINTS AND PLANS	400 50 200 350	400 50 200 350	400 50 200 350
TOTAL			1,000	1,000	1,000
11752	5710	IN STATE TRAVEL/MEETINGS MILEAGE PARKING FEES REGISTRATION FEE	225 125 100	225 125 100	225 125 100
TOTAL			450	450	450
11752	5730	DUES AND SUB DUES, i.e., MASSACHUSETTS FEDERATION OF PLANNING BOARDS SUBSCRIPTION TO SALEM NEWS	250	250	250
TOTAL			250	250	250
TOTAL PROPOSED			3,000	3,000	3,000

Planning – General Administration

Mission Statement

To provide a strong, comprehensive approach for the future development of the City through a wide range of activities, including economic development, land use planning, housing policy, transportation projects, historic preservation, open space conservation, and neighborhood improvement efforts.

Significant Changes

There were no significant changes this past fiscal year. There were no staffing level changes.

Previous Fiscal Year Accomplishments

- Based on an application submitted by the Department of Planning & Community Development, Downtown Salem was designated by the American Planning Association as one of the 10 Great Places in America in 2008.
- Roadway reconstruction of North Street with period lighting was completed.
- Worked with EOT and MBTA on moving forward with the MBTA parking garage. MBTA is moving forward with 30% plans.
- The park at 15 Peabody Street was bid together with the South River Harborwalk in the fall, 2008. Bids were higher than budgeted. The projects were separated and redesigned to reduce cost. 15 Peabody Street Park was bid again in December, 2008 and a contract has been awarded for construction. Construction should start winter, 2009 and will be completed in 2009. Funding is through an EPA grant, Urban Self Help grant and CDBG funds.
- Harborwalk – The project has been “value engineered” to reduce cost and new plans have been completed.. The City continues to work with National Grid in order to obtain a license to construct the Harborwalk adjacent to their property.
- A contractor has been selected for the clean up of 61 Ward Street and the roadway intersection project at Peabody/Ward and Congress Streets. Construction slated for spring 2009.
- Port Plan – schematic design of the Salem Wharf was completed. The city is in the process of hiring a consultant firm for the completion of the engineering plans of the Salem Wharf.
- Began the survey, sediment testing, and cost disposal analysis to dredge the South River Channel and South River Basin.
- Worked with the Urban Land Institute (ULI) on conceptual recommendations for the potential redevelopment of the Church Street Lot.
- Continued to implement the Downtown Retail Market Study in collaboration with Salem Main Streets.
- Implemented local elements of a regional creative economy initiative (creative bumps, proclamation of creative economy day, collaboration with other cities and towns)
- Gordon College was selected as the management entity for the Old Town Hall by the City Council based on a recommendation from the Salem Redevelopment Authority. A lease agreement was executed in July 2008. DPCD has continued to work with Gordon College on grant applications for building improvements.

- Acquired tables and chairs for Derby Square to animate the area during warm weather.
- Had a successful Artists' Row season.
- Provided funding to ten (10) business and property owners for storefront improvement and new signs.
- Provided economic development loans to three businesses. It is projected that these loans will create two jobs, as well as enabling the businesses to retain their existing jobs, which total approximately 15 full and part-time employees.
- Implemented a component of the City's comprehensive signage program through updating the four pedestrian kiosk maps and installing 32 new parking signs (15 are in new locations; 17 replace older signs).
- In May 2008 the City received a \$70,880 grant from the State Executive Office of Transportation and Public Works to form the North Shore Transportation Management Association (TMA). The City hired Northeast Transit Planning & Management Corp. to implement the program, whose goals are to encourage alternative forms of transportation and reduce traffic congestion. The TMA Board has been organized and activities are underway.
- In November 2008 the City received a Recreational Trails Grant in the amount of \$6,560 for trail improvements in Salem Woods located in Highland Park.
- Housing
 - Secured a second round of funding for low-income first-time homebuyers through the American Downpayment Dream Initiative (ADDI) in the amount of \$346,000.
 - Rehabilitated 7 units of housing for low and moderate income households, with an additional 3 units underway.
 - Deleaded 11 housing units.
 - Provided downpayment assistance to 7 households to enable them to purchase their first home.
 - Provided expanded downpayment assistance to 3 low-income households.
 - 22 units of affordable housing completed for chronically homeless individuals by providing financial assistance to Salem Mission.
 - 39 households received rental assistance.
 - Funds provided to Habitat to assist with acquisition of a property in the Point Neighborhood to be converted into two units of affordable housing.
 - One homeowner saved from foreclosure through efforts of DPCD staff to connect the homeowner with a lender willing to finance a new mortgage.
 - City's web site now contains a list of links to various resources for foreclosure prevention and legal assistance. Housing staff are contacting families that may be threatened with foreclosure. DPCD tracks foreclosures to address vacant properties in neighborhoods.
- 31 social service programs funded through CDBG assisted 14,238 people.
- Handicapped restroom at Loring Avenue firehouse installed.
- Implemented neighborhood improvements, including roadway repaving on Congress Street; sidewalk improvements at various locations, tree planting, and installation of the High Street playground fence.
- Witch House historic structures report and long-term maintenance and improvement study completed. Sidewalk providing handicapped accessibility to the Witch House was constructed.

FY 2010 Goals & Objectives

- To continue to keep the community informed and to share information through full utilization of the City's web site.
- To continue to provide high quality technical assistance to the various land use boards and commissions.

- Continue to work with DCAM and residents on the design and implementation of the new Court complex.
- To develop the Harbor into an active waterfront through the implementation of projects identified in the Harbor Plan, including the Harborwalk and the Salem Wharf.
- To secure funding to start the permitting process for the dredging of the South River basin and channel.
- To complete the creation of the park at 15 Peabody Street.
- To remediate environmental conditions and construct roadway intersection improvements at Peabody Street/Ward Street/ and Congress Street.
- To provide affordable housing opportunities through housing rehabilitation funding, downpayment assistance, and support of other affordable housing initiatives; and to continue to work on initiatives to address the foreclosure problem.
- To promote appropriate economic development.
- To work with Mass Highway to secure funding and implement transportation improvement projects, specifically 1A Bridge Street and Canal Street.
- To continue the revitalization of the downtown through a comprehensive approach.
- To work with Gordon College toward the significant reuse and preservation of Old Town Hall.
- To complete the recodification of the Zoning Ordinance.
- To continue to work closely with the MBTA on the parking garage in order to move that project through design and permitting.
- To implement the next phase of the Comprehensive Signage program, which consists of pedestrian wayfinding signs.

PERFORMANCE INDICATORS

200-Planning

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Community Development Block Grants received		\$1,158,932	\$1,161,440	\$1,127,314	\$1,127,314
HOME funds received		\$196,899	\$192,626	\$185,050	\$185,050
Studies and reports completed	1	4	3	2	2
Zoning amendments adopted	1		2	1	1
CDBG projects completed	1	3	2	6	3
Rental housing subsidies provided	99	45	39	54	54
Affordable housing units assisted	61		24	1	15
First-time homebuyers assisted	17	20	7	6	6
Housing units rehabilitated	10	19	7	3	3
Social service programs assisted	38	33	31	27	27
Technical assistance to businesses	22	27	9	20	20
Financial assistance to businesses	4	14	6	10	6
Street/sidewalks improved	5	12	12	2	2
Contaminated sites cleaned up	2		1	2	
Street trees planted	66	109	26	35	27

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Planning-Personnel									
11821	5111	SALARIES-FULL TIME	184,731.01	192,944.00	192,944.00	189,945.87	192,944.00	196,804.00	196,804.00
Total Planning-Personnel			184,731.01	192,944.00	192,944.00	189,945.87	192,944.00	196,804.00	196,804.00
Planning-Expenses									
11822	5320	CONTRACTED SERVICES-NSTMA	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	0.00	0.00
11822	5421	OFFICE SUPPLIES (GEN	3,273.83	3,275.00	3,275.00	3,193.13	3,275.00	3,275.00	3,275.00
11822	5426	REPRODUCTIONS	83.80	500.00	500.00	500.00	500.00	500.00	500.00
11822	5710	IN STATE TRAVEL/MEETINGS	1,583.77	2,000.00	2,000.00	1,489.38	2,000.00	2,000.00	2,000.00
11822	5730	DUES AND SUB	500.00	500.00	500.00	500.00	500.00	500.00	500.00
11822	5771	PUBLIC/PRIVATE PARTNERSHP DUE	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00
11822	5851	OFFICE EQUIPMENT	972.55	1,000.00	1,000.00	992.66	1,000.00	1,000.00	1,000.00
Total Planning-Expenses			31,413.95	32,275.00	32,275.00	31,675.17	32,275.00	7,275.00	7,275.00
200	182	Department Total	216,144.96	225,219.00	225,219.00	221,621.04	225,219.00	204,079.00	204,079.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
DUNCAN	LYNN	200 PLANNING DEPT	11821-5111 DIRECTOR OF PLANNING	7/5/2004	53,399.73		0.6	1	64%	1,598.42	1,598.42	53,400.02	53,400.02	1,630.39	54,468.02	54,468.02
DUQUES	CAREY	200 PLANNING DEPT	11821-5111 STAFF PLANNER		17,529.42		0.4	1	40%	839.54	839.54	17,529.60	17,529.60	856.33	17,880.19	17,880.19
DANIEL	THOMAS	200 PLANNING DEPT	11821-5111 ECON DEVELOP DIR		26,493.79		0.5	1	45%	1,127.88	1,127.88	26,493.79	26,493.79	1,150.43	27,023.66	27,023.66
MEDINA	JULIA	200 PLANNING DEPT	11821-5111 BUDGET COORDINATOR	12141979	42,034.65		0.8	1	80%	1,006.58	1,006.58	42,034.65	42,034.65	1,026.71	42,875.34	42,875.34
WINN	KATHLEEN	200 PLANNING DEPT	11821-5111 ASST DIR OF PLANNING	1/10/2006	53,486.24		0.8	1	77%	1,330.70	1,330.70	53,486.24	53,486.24	1,357.32	54,555.97	54,555.97
192,943.82					Total Full Time - 5111							192,944.29	192,944.29		196,803.18	196,803.18
192,943.82					3.1	Department Total						192,944.29	192,944.29		196,803.18	196,803.18

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.1	3.1	3.1	0.0

CDBG AND OTHER SPECIAL REVENUE FUNDING SOURCES													
											Grant Funding Only	Total Employee Salary	Total FTE
DANIEL	THOMAS	CDBG - Grant	25513-5111	ECONOMIC DEVEL MGR		0.55		55%	1,127.88	1,150.44	33,029.06	60,052.84	1.0
		Planning Budget	11821-5111			0.45		45%	1,127.88	1,150.44	27,023.78		
DUNCAN	LYNN	CDBG - Grant	25513-5111	PLANNER/CD DIRECTOR		0.36		36%	1,598.42	1,630.39	30,638.26	85,106.27	1.0
		Planning Budget	11821-5111			0.64		64%	1,598.42	1,630.39	54,468.02		
DUQUES	CAREY	CDBG - Grant	25513-5111	CDBG/Con Com Agent/Planning		0.10		10%	839.54	856.33	4,470.05	44,700.47	1.0
		Planning Budget	11821-5111			0.50		50%	839.54	856.33	22,350.23		
		Con Com Budget	11711-5111			0.40		40%	839.54	856.33	17,880.19		
FRANCISCO	NAOMI	CDBG - Grant	25513-5111	Housing Assistant		0.50		50%	707.17	721.31	18,826.28	37,652.56	1.0
		Home Program - Grant	25503-5111			0.50		50%	707.17	721.31	18,826.28		
GUY	JANE	CDBG - Grant	25513-5111	ASST CD DIR/HIS AIDE		0.90		90%	1,125.48	1,147.99	53,932.55	59,925.06	1.0
		Historic Comm Budget	16911-5111			0.10		10%	1,125.48	1,147.99	5,992.51		
LOVETTE	NATALIE	CDBG - Grant	25513-5111	CDBG PLANNER		1.00		100%	826.92	843.46	44,028.53	44,028.53	1.0
KOLODZIELI	JENNIFER	CDBG - Grant	25513-5111	HOUSING COORDINATOR		0.50		50%	872.88	890.34	23,237.81	46,475.62	1.0
		Home Program - Grant	25503-5111			0.50		50%	872.88	890.34	23,237.81		
MCKNIGHT	DANIELLE	CDBG - Grant	25513-5111	STAFF PLANNER		0.50		50%	769.23	784.61	20,478.44	40,956.88	1.0
		Planning Budget	11821-5111			0.50		50%	769.23	784.61	20,478.44		
LEVESQUE	JEAN	CDBG - Grant	25513-5111	COMMISSION ON DISABILITIES AIDE	Part Time	0.00	18	100%	13.60	13.87	13,034.13	13,034.13	-
MEDINA	JULIA	CDBG - Grant	25513-5111	BUDGET COORDINATOR		0.20		20%	1,006.58	1,026.71	10,718.87	53,594.35	1.0
		Planning Budget	11821-5111			0.80		80%	1,006.58	1,026.71	42,875.48		
TAROMINA	FRANK	HARBOR PLAN Grant	24713-5111	STAFF PLANNER/HARBOR COOR		1.00		100%	859.15	876.33	45,744.58	45,744.58	1.0
WALSH	PATRICIA	CDBG - Grant	25513-5111	ADMIN ASSISTANT		1.00		100%	604.69	616.78	32,196.11	32,196.11	1.0
WINN	KATHY	CDBG - Grant	25513-5111	ASSISSTANT CITY PLANNER		0.23		23%	1,330.70	1,357.31	16,295.91	70,851.79	1.0
		Planning Budget	11821-5111			0.77		77%	1,330.70	1,357.31	54,555.88		
BRAY	ANDREA	CDBG - Grant	25513-5111	BOARD			24		75.00	75.00	1,800.00	1,800.00	
						12.0			Total Other Funding Sources		636,119.20	636,119.20	12.0
*Note - The department(s) listed in parenthesis is where the portion of the salary funded by the General Fund is located)													

*Note - The department(s) listed in parenthesis is where the portion of the salary funded by the General Fund is located)

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PLANNING - 200

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11822	5320	CONTRACTED SERVICES			
		TRANSPORTATION MANAGEMENT ASSOCIATION	15,000	0	0
TOTAL			15,000	0	0
11822	5421	OFFICE SUPPLIES			
		COPIER PAPER FOR PRINTERS, COPIER AND FAX MACHINE - 12 CT @ 26.10 PER CT.	313	313	313
		12 DOZ. RULED PADS @ 9.50 PER DOZEN	114	114	114
		NOTE, POST IT - 12 DOZ @ 4.80 PER DOZEN	58	58	58
		PENS - 20 DOZ @ 4.20 PER DOZEN	84	84	84
		5 BOXES OF MANILA FOLDERS @ 4.20	21	21	21
		3 BOXES OF CLASP ENVELOPES - 9.5X12 @9.35	28	28	28
		BUSINESS CARDS FOR PLANNING DEPARTMENT STAFF - 2 @ 40 EACH	80	80	80
		PLANNING DEPT. ENVELOPES	234	234	234
		HEWLETT PACKARD 4000 LASERJET CARTRIDGES 6 @ 119.00 PER CARTRIDGE	714	714	714
		HEWLETT PACKARD INKJET 1200 CARTRIDGES - 5 @ 32 PER CARTRIDGE	160	160	160
		HEWLETT PACKARD INKJET 1200 CARTRIDGES COLOR - 5 @ 36 PER CARTRIDGE	180	180	180
		HEWLETT PACKARD 7400 CARTRIDGES BLACK - 15 @ 24.00 PER CARTRIDGE	360	360	360
		HEWLETT PACKARD 7400 CARTRIDGES COLOR -13 @ 37.00 PER CARTRIDGE	481	481	481
		TONER/CARTRIDGES FOR (2) LASERJET 4 - 4 @ 112	448	448	448
TOTAL			3,275	3,275	3,275
11822	5426	REPRODUCTIONS			
		COPY/BINDING FOR STUDIES	350	350	350
		SHEETS FOAM CORE FOR PRESENTATIONS	150	150	150
TOTAL			500	500	500
11822	5710	IN STATE TRAVEL/MEETINGS			
		MILEAGE	1,250	1,250	1,250
		PARKING FEES	500	500	500
		REGISTRATION FEE	250	250	250
TOTAL			2,000	2,000	2,000
11822	5730	DUES AND SUB			
		i.e. AMERICAN PLANNING ASSOCIATION	500	500	500
		CITIZEN HOUSING AND PLANNING ASSOCIATION			
TOTAL			500	500	500

FY 2010 DETAILED BUDGET REPORT
EXPENSES

PLANNING - 200

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11822	5771	PUBLIC/PRIVATE PARTNERSHIP SALEM PARTNERSHIP DUES	10,000	0	0
TOTAL			10,000	0	0
11822	5851	OFFICE EQUIPMENT Chairs, Desks, File Cabinets, , Book Cases, Desk Supplies	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
TOTAL PROPOSED			32,275	7,275	7,275

Planning – Market & Tourism

Mission Statement

Our goal is to establish Salem as dynamic year round arts & cultural destination by identifying new markets and a fresh message, and by exploring partnerships with the Boston tourism industry to create an enticing new, regional destination. In addition, our goal is to boost the local creative economy by generating new markets for local artists through a variety of means including the redevelopment of Old Town Hall into a more active venue for live performances and the visual arts and by the continued, successful operation of Artists Row.

Significant Changes

Destination Salem, the City's marketing organization completed a successful first year of operation. The organization revised its by-laws, held its first annual meeting and put into place its first elected Board of Directors. Utilizing funds from an Abigail Adams grant acquired by the City, Destination Salem undertook a comprehensive market analysis based on extensive consumer research. The final report's recommendations will be the basis for much of the City's marketing strategy going forward including use of the tagline "Discover the Magic of Salem." The success of the Salem Ferry continued to grow for the third year as the increase in Ferry riders provided a significant boost to the downtown economy. This past year, the City also helped to lead efforts to establish "Historic Ports", an initiative aimed at marketing Massachusetts as a regional destination for the cruise industry. A web site was created and plans were made to establish a presence at cruise industry tradeshows. The City has joined forces with Gordon College and has entered into a lease agreement for the management of Old Town Hall. The College's History Alive! program will produce original plays at Old Town Hall and Pioneer Village. The City will install outside tables and chairs at Old Town Hall and is finalizing plans for a weekly Farmer's Market in an effort to activate the Marketplace area. There have been no staffing level changes within the Department.

Previous Fiscal Year Accomplishments

- The Marketplace stalls were successfully leased to local artists and artisans who provided entertainment and promotional events in addition to the selling of their crafts.
- Heritage Trail Red Line was re-vamped and re-painted.
- Destination Salem utilized funding acquired through Mass. Cultural Council's Abigail Adams Grant from to develop a new marketing strategy aimed as establishing Salem as a year round arts & cultural destination.
- The City completed an RFP process and entered into a lease agreement with Gordon College for the management of Old Town Hall with a goal of increasing programming to generate economic activity downtown and to provide a venue for local theater and the arts.
- More than 90,000 visitors arrived in Salem via the Salem Ferry providing an economic boost to downtown merchants and attractions.

FY 2009 Goals & Objectives

- To support the mission and efforts of Destination Salem through continued financial support from the hotel/motel tax and acquisition of grant funding.
- To work with Destination Salem in the development of a new marketing strategy and message that will re-position Salem as a year-round, rather than simply a seasonal destination.
- To work with Historic Ports to increase awareness and generate business from the growing international cruise markets.
- To continue to lease the Marketplace stalls to local artist and artisans to promote events and bring exposure to the City's Marketplace.
- To work with Gordon College toward successful management of Old Town Hall in order to increase artistic programming in an effort to promote the local arts community and to generate additional economic activity in the downtown.

PERFORMANCE INDICATORS

200-Market & Tourism

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Businesses Participating in Visitors Guide			120,000	120,000	120,000
Visitor Guides Distributed			225,000	225,000	225,000
Marketplace stalls leased/licensed			5	5	5

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Market & Tour-Expenses									
11992	5211	ELECTRICITY	1,700.00	1,700.00	1,700.00	1,696.58	1,700.00	1,700.00	1,700.00
11992	5306	ADVERTISING	491.40	500.00	500.00	491.40	500.00	500.00	500.00
11992	5389	PROMOTION & MARKETING	65,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
11992	5846	RENOVATION & REPAIRS	5,800.00	5,800.00	5,800.00	5,779.11	5,800.00	5,800.00	5,800.00
Total Market & Tour-Expenses			72,991.40	83,000.00	83,000.00	82,967.09	83,000.00	83,000.00	83,000.00
200	199	Department Total	72,991.40	83,000.00	83,000.00	82,967.09	83,000.00	83,000.00	83,000.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

MARKET & TOURISM - 200

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
11992	5211	ELECTRICITY ELECTRICAL SERVICES FOR MARKET PLACE	1,700	-	1,700
TOTAL			1,700	-	1,700
11992	5306	ADVERTISING ADVERTISEMENT FOR RFP'S FOR MARKET PLACE STALLS ADVERTISEMENT FOR UPCOMING EVENTS	250 250	- -	250 250
TOTAL			500	-	500
11992	5389	PROMOTION & MARKETING PROMOTION & MARKETING OF SALEM	75,000	75,000	75,000
TOTAL			75,000	75,000	75,000
11992	5846	RENOVATION & REPAIRS RENOVATION, REPAIRS & UPKEEP AS NEEDED TO PUBLIC RESTROOMS	5,800	-	5,800
TOTAL			5,800	-	5,800
TOTAL PROPOSED			83,000	75,000	83,000

Planning – Historical Commission

Mission Statement

The mission of the Salem Historical Commission is to provide regulatory design review within Salem's four local historic districts and to undertake community-wide historic preservation planning.

Significant Changes

There were no significant changes this past year. There were no staffing level changes.

Previous Fiscal Year Accomplishments

- The Historic Commission issued 131 decisions on projects in local historic districts.
- The Commission reviewed and acted on 4 requests under the Demolition Delay Ordinance.
- The Commission reviewed and commented on the J. Michael Ruane Judicial Center Memorandum of Agreement, 30%, 60% and 80% design submissions for the new courthouse, landscape drawings, and the 90% submission for the relocation of the Baptist Church.
- The Commission commented on the U.S. Coast Guard's Baker's Island Soil Remediation Project, Mass Highway's proposal for a bike path connection from the Bridge Street Bypass to Bridge Street and the U.S. Post Office's proposed facility repairs.
- The Commission provided letters of support for the City of Salem's application for a Massachusetts Preservation Projects Fund grant for the Witch House, for a Massachusetts Historic Rehabilitation Tax Credit Application for the Salem Jail Complex, for the City's application to be designated a Preserve America Community and for the House of the Seven Gables application for a Massachusetts Preservation Projects Fund grant for the initial planning phase of a comprehensive master plan.
- The Joseph Fenno House (Women's Friend Society on Hawthorne Blvd) was accepted for listing on the National Register of Historic Places.
- The DPCD completed a Neighborhood Architectural Conservation District study for which the City of Salem received a \$18,000 funding award from the FY07 Survey and Planning Grant program
- The City of Salem was awarded a \$52,000 Massachusetts Preservation Projects Fund grant for improvements to the Salem Public Library.
- The City of Salem was awarded a \$50,000 Massachusetts Preservation Projects Fund grant for the Witch House roof and chimney restoration and accessibility improvements.
- The City of Salem was awarded a \$4,000 Essex Heritage Partnership grant for the Witch House roof and chimney restoration and accessibility improvements.
- The City of Salem was designated a Preserve America Community.

FY 2010 Goals & Objectives

- To ensure that the Salem Historical Commission Ordinance is legally enforced.
- To conduct public hearings and issue decisions for projects within local historic districts.
- To comment on projects that may impact historic resources.
- To prepare grant applications for funding in order to implement various preservation related projects through the Department of Planning & Community Development.
- To maintain relationships with other preservation-based organizations and the Massachusetts Historical Commission.
- To administer the Certified Local Government Program.
- To provide information to property owners within historic districts.
- To obtain training which can further the skills and knowledge of Board members, keep Board members up to date on current practices, and assist Board members in making decisions and recommendations.
- To continue to work with the State and other interested parties on the reuse of the Superior Court and County Commissioner's Building.
- To continue to enhance the Salem Historical Commission's web page on the city's website.

PERFORMANCE INDICATORS

200-Historic Commission

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Regular meetings of the Salem Historical Commission	22	21	22	23	22
Applications will be received for approval	152	151	128	76	76
# of Certificates of Non-Applicability to be issued	74	82	69	47	47
# of Certificates of Appropriateness to be issued	74	70	56	45	45
Workshops/seminars/trainings related to historic preservation issues to be attended by Commisison members	3	8	16	2	2

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Historical Comm-Personnel									
16911	5111	SALARIES-FULL TIME	6,870.50	7,064.00	7,064.00	7,139.39	7,526.00	7,643.00	7,643.00
Total Historical Comm-Personnel			6,870.50	7,064.00	7,064.00	7,139.39	7,526.00	7,643.00	7,643.00
Historical Comm-Expenses									
16912	5342	POSTAGE	343.81	600.00	600.00	523.34	600.00	600.00	600.00
16912	5421	OFFICE SUPPLIES (GEN	150.00	150.00	150.00	150.00	150.00	150.00	150.00
16912	5583	PHOTOGRAPHY SUPPLIES	0.00	400.00	400.00	388.69	400.00	400.00	400.00
16912	5710	IN STATE TRAVEL/MEETINGS	0.00	50.00	50.00	0.00	50.00	50.00	50.00
16912	5730	DUES AND SUB	0.00	150.00	150.00	60.00	150.00	150.00	150.00
Total Historical Comm-Expenses			493.81	1,350.00	1,350.00	1,122.03	1,350.00	1,350.00	1,350.00
200	691	Department Total	7,364.31	8,414.00	8,414.00	8,261.42	8,876.00	8,993.00	8,993.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
GUY JANE	200 PLANNING-HIST COMM	16911-5111	ASST CD DIR/HIS AIDE	08171998	5,413.21		0.1	1	10%	1,125.48	1,125.48	5,875.01	5,875.01	1,147.99	5,992.51	5,992.51
GUY JANE	200 PLANNING-HIST COMM	16911-5111	CLERK	07061987	1,650.00	B		1	22	75.00	75.00	1,650.00	1,650.00	75.00	1,650.00	1,650.00
					7,063.21	Total Full Time - 5111						7,525.01	7,525.01		7,642.51	7,642.51
					7,063.21	0.1	Department Total					7,525.01	7,525.01		7,642.51	7,642.51

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.1	0.1	0.1	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

HISTORICAL COMMISSION - 200

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16912	5342	POSTAGE POSTAGE AND LABELS	600	600	600
TOTAL			600	600	600
16912	5421	OFFICE SUPPLIES ENVELOPES	150	150	150
TOTAL			150	150	150
16912	5583	PHOTOGRAPHY SUPPLIES PHOTO SUPPLIES AND DEVELOPMENT OF FILMS FOR MEETINGS	400	400	400
TOTAL			400	400	400
16912	5710	IN STATE TRAVEL/MEETINGS REIMBURSEMENT FOR EXPENSES INCURRED IN STATE TRAVEL AND MEETINGS	50	50	50
TOTAL			50	50	50
16912	5730	DUES AND SUB SUBSCRIPTION TO FORUM NATIONAL TRUST HISTORIC MASSACHUSETTS, INC.	105 45	105 45	105 45
TOTAL			150	150	150
TOTAL PROPOSED			1,350	1,350	1,350

Public Services – General Administration

Mission Statement

The purpose of this department is to maintain and manage at a high level all green space areas assigned to it, including but not limited to all municipally owned cemeteries, trees and open space areas including parks and beaches. In addition we provide services to the public, manage, operate and maintain the municipal infrastructure and interface with all City Departments to improve overall team performance within budget constraints and available staffing.

Significant Changes

Within the Cemetery side of the division, where we had begun in house grave digging, we upgraded an employee to Heavy Equipment Operator in July. As well, we upgraded an employee to working foreman within the street side of the division as well as within the motor pool. We are also looking to supplement seasonal labor costs for the cemetery with cemetery special funds and accounts. *10% plan – We plan to not contract out for lawncutting as done the past 3 years and to reduce the contracted services for line painting. Anticipated savings from these contracts not being put in place, or reduced - \$130-150,000.00. Also in the 10% reduction plan, we would have a personnel loss not replacing a retiring 4/09 employee.

Previous Fiscal Year Accomplishments

- There was a continued effort of restructuring the staff within the division, offering promotional upgrades.
- Personnel has been integrated on many levels, resulting in a beneficial factor of being able to assign employees within the division where needed.
- Approx 60 sidewalks replaced/repared – approx 50% funded by CDBG monies
- Successful street sweeping program 3 sweepers 5 times per week for 4 months.
- Haunted Happenings events successful as well as other special events and coverage thereof.
- Crowd control/block parties
- Support Staff to supplement elections staff personnel
- Bid solid waste collection and recycle. Awarded to NorthSide Carting at a lower cost.
- Reduced flooding areas through catch basin cleaning contract.
- Continued with signage replacement for A.D.A. compliance
- Put line painting out to bid and hired subsequent contractor.
- Cemetery side of division began in house grave digging. With understanding that if needed the contractor will help out.
- Improved tracking of potholes, sidewalks, and other improvements using computer program and GIS
- Installed benches, shrubs on Bike Path
- Extended ramp at Forest River (Pioneer Beach) ramp.
- Continued utilization of reverse 911.

FY 2010 Goals & Objectives

- Continue to Improve recycle program.
- To provide courteous and timely response to the requests from the constituents and other city departments.
- Continue to offer and support Arbor Day programs throughout school system
- Continue with tree plantings through CDBG funding
- Acquire online service for constituent reports of work orders especially, sidewalk and pothole repairs for tracking purposes.
- Continue to improve public relations through the use of media, web site, notices keeping staff and residents informed about what is expected of them; such as city policy and practices.
- Maintain roadways and sidewalks to reduce danger to life and safety of residents, businesses and visitors to City of Salem.
- Secure thermostats within the division for better control
- Update gasboy program.
- Complete signage replacement for A.D.A. compliance.
- Rebid line painting for center lines and crosswalks. 10% plan- reduced painting projects
- Chapter 90 monies to purchase sign machine for the traffic maintenance side of the division.
- We certainly aim to maintain the level of services provided to the residents. It is our hope to continue to enhance the quality of the ball fields through daily maintenance and upkeep.
- We look forward to the purchase through use of CIP monies of a replacement of unit #114.
- Continue to consider ways in which our overall budget can reflect savings and efficiencies in personnel, through cross training and programming.
- Provide maintenance on City Parks and beaches, allowing for safe recreational areas for Salem residents.
- Continue to supply staff for trash removal, sweeping program, sanding and snow removal.
- Street Signage throughout the City of Salem to be initiated for update. To be funded by Chapter 90 monies.
- City Hall roof is in need of repair, and we hope to retain CIP monies for the repair. Possibility of grant monies to also be used as this is a historical building. Expected cost to repair \$80,000.+/-
- Repoint City Hall 57,500.00? CIP monies or possibility grant monies
- Possible grant monies for elevator through planning department help.
- Mack Park Roof needs replacement CIP
- Continued monitoring of fuel consumption with the goal to reduce consumption and expense of.
- We are requesting funds to purchase a small tree stump grinder, this would allow us to do *some* of the removal work rather than having to call in a professional service to do for us all the time.
- Would like to Re-do Castle Hill Softball field – need small bulldozer contractor to do work.
- Continue to work on Sprinkler system at Riley Plaza. 3 zones out of 13 now working
- Activate May Street irrigation System
- Install playground equipment at DiBiase Park – on hold

- Utilize state services and community service groups for open space areas.
- Web Q & A
- 10 % plan – return to grass cutting parks and open spaces by department personnel eliminating \$100,000.00 contract from being rebid and awarded
- 10% plan – reduce line painting
- 10% plan – do not replace retiring personnel (04/2009) on cem side of division

PERFORMANCE INDICATORS

230-Public Services-Administration

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Street					
Sidewalk Repairs	42	63	115	120	125
Pothole Fills (Repairs)	48	20	50	310	350
Catch Basin Repairs			25	15	25
Sink Holes			15	10	10
Trenches	13			24	20
Trees/Open Space/Cemetery					
Trees planted Spring		68	60	75	70-75

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Public Services/General-Psn									
14111	5111	SALARIES-FULL TIME	1,237,232.42	1,255,761.00	1,165,251.02	1,118,457.93	1,212,740.00	1,249,470.00	1,249,470.00
14111	5113	SALARIES-PART TIME	0.00	0.00	21,562.00	20,761.50	26,622.00	27,155.00	27,155.00
14111	5118	SEASONAL LABOR	66,409.00	70,000.00	78,200.00	63,064.30	75,000.00	75,000.00	75,000.00
14111	5131	OVERTIME (GENERAL)	68,427.54	75,000.00	77,200.00	75,398.32	77,000.00	77,000.00	77,000.00
14111	5150	FRINGE/STIPENDS	10,747.75	17,290.00	16,890.00	16,889.58	22,515.00	24,111.00	24,111.00
Total Public Services/General-Psn			1,382,816.71	1,418,051.00	1,359,103.02	1,294,571.63	1,413,877.00	1,452,736.00	1,452,736.00
Public Services/General-Exp									
14112	5211	ELECTRICITY	24,481.42	24,000.00	24,000.00	24,000.00	24,000.00	10,000.00	10,000.00
14112	5215	NATURAL GAS	18,000.00	20,000.00	20,000.00	20,000.00	20,000.00	9,000.00	9,000.00
14112	5216	OIL HEAT	13,000.00	13,000.00	8,210.77	8,210.77	13,000.00	13,000.00	13,000.00
14112	5241	BUILDING MAINT-DPW	20,202.20	22,000.00	22,000.00	18,338.37	22,000.00	22,000.00	22,000.00
14112	5249	GROUND MAINTENANCE-CEMETER	4,500.00	4,700.00	4,700.00	4,579.56	4,700.00	4,700.00	4,700.00
14112	5253	RADIO MAINT & PARTS	973.50	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
14112	5270	RENTAL & LEASE	3,527.00	2,550.00	2,550.00	2,550.00	2,550.00	2,550.00	2,550.00
14112	5284	EQUIPEMENT LEASE-TRUCKS	45,700.00	0.00	0.00	0.00	0.00	0.00	0.00
14112	5301	POLICE DETAIL	16,000.00	20,000.00	35,489.23	35,489.23	20,000.00	20,000.00	20,000.00
14112	5304	PROFESSIONAL SERV/FEES	5,100.00	11,900.00	9,400.00	8,042.49	11,900.00	11,900.00	11,900.00
14112	5317	EDUCATIONAL TRAINING	252.93	2,250.00	1,205.00	931.55	2,250.00	2,250.00	2,250.00
14112	5320	CONTRACTED SERVICES	85,390.89	138,550.00	164,550.00	133,368.12	138,550.00	138,550.00	138,550.00
14112	5341	TELEPHONE	4,387.16	4,000.00	4,800.00	4,541.46	4,000.00	4,000.00	4,000.00
14112	5383	BURIAL SERVICES	8,920.00	0.00	0.00	0.00	0.00	0.00	0.00
14112	5391	SPRAYING AND REMOVAL	3,230.91	14,000.00	14,000.00	13,999.97	14,000.00	14,000.00	14,000.00
14112	5392	TREE PLANTING	0.00	6,000.00	6,000.00	5,947.37	6,000.00	6,000.00	6,000.00
14112	5421	OFFICE SUPPLIES (GEN	2,000.00	2,500.00	2,500.00	1,898.99	2,500.00	2,500.00	2,500.00
14112	5451	CUSTODIAL SUPPLIES	3,000.00	7,000.00	4,750.00	4,750.00	7,000.00	13,000.00	13,000.00
14112	5461	GROUNDS MAINT & SUPPLIES	27,895.80	10,900.00	10,900.00	9,982.38	10,900.00	10,900.00	10,900.00
14112	5481	GASOLINE/DIESEL FUEL	50,533.61	100,000.00	100,000.00	98,960.85	100,000.00	100,000.00	100,000.00
14112	5483	VEHICLE PRTS/ACCES/OIL/TIRES	53,518.43	50,000.00	50,000.00	48,391.45	50,000.00	50,000.00	50,000.00
14112	5485	STREET SWEEPER BROOM	14,856.12	15,000.00	15,000.00	14,928.44	15,000.00	15,000.00	15,000.00
14112	5537	GROUND MAINT PARKS	7,999.62	0.00	0.00	0.00	0.00	0.00	0.00
14112	5710	IN STATE TRAVEL/MEETINGS	880.27	2,200.00	2,200.00	818.98	2,200.00	2,200.00	2,200.00
14112	5730	DUES AND SUB	500.00	500.00	1,545.00	510.45	500.00	500.00	500.00
14112	5780	OTHER EXPENSES	2,377.54	3,170.00	3,170.00	3,073.13	3,170.00	3,170.00	3,170.00
14112	5843	IMPROVEMENTS PW & PARK	50,000.00	50,000.00	65,000.00	64,965.27	50,000.00	50,000.00	50,000.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
14112	5846	REPAIRS/RENOV/SIDEWALKS	48,061.04	15,000.00	27,250.00	27,250.00	15,000.00	15,000.00	15,000.00
14112	5851	OFFICE EQUIPMENT	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
14112	5860	EQUIPMENT PURCHASE & REPAIR	45,071.47	20,445.00	48,376.00	45,267.18	20,445.00	20,445.00	20,445.00
Total Public Services/General-Exp			560,359.91	563,165.00	651,096.00	604,296.01	563,165.00	544,165.00	544,165.00
230	411	Department Total	1,943,176.62	1,981,216.00	2,010,199.02	1,898,867.64	1,977,042.00	1,996,901.00	1,996,901.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
PUBLIC SERVICES - GENERAL (Combined Open Space/Park Maint/Public Services)																
MALONEK	RONALD	230 PUBLIC SERVICES-GENERAL:	14111-5111 GENERAL FOREMAN	9/5/06	57,567.35		1.0	100%		1,198.61	1,198.61	62,567.44	62,567.44	1,222.58	63,818.79	63,818.79
O'SHEA	THOMAS	230 PUBLIC SERVICES-GENERAL:	14111-5111 GENERAL FOREMAN		57,567.35		1.0	100%		1,198.61	1,198.61	62,567.44	62,567.44	1,222.58	63,818.79	63,818.79
RENNARD	RICHARD	230 PUBLIC SERVICES-GENERAL:	14111-5111 PUBLIC SERVICES DIR	06031974	29,026.97		0.3	34%		1,635.51	1,635.51	29,026.97	29,026.97	1,668.22	29,607.51	29,607.51
							25.4			Total AFSCME 1818		1,087,301.94	1,061,893.77		1,092,224.31	1,092,224.31
					144,161.66		27.7	Total Full Time - 5111				1,241,463.78	1,216,055.62		1,249,469.40	1,249,469.40
FITZPATRICK	MARY	230 PUBLIC SERVICES-GENERAL:	14111-5113 PT ADMIN ASSISTANT	11/7/2008	-			19 hours per wk		15.00	15.00	14,877.00	14,877.00	15.30	15,174.54	15,174.54
MICHAUD	DONNA	230 PUBLIC SERVICES-GENERAL:	14111-5113 PT ADMIN ASSISTANT	11/7/2008	-			15 hours per wk		15.00	15.00	11,745.00	11,745.00	15.30	11,979.90	11,979.90
					-			Total Part Time - 5113				26,622.00	26,622.00		27,154.44	27,154.44
		020 PUBLIC SERVICES-GENERAL:	14111-5111 SEASONAL LABOR-OS		20,400.00							25,400.00	25,400.00		25,400.00	25,400.00
		020 PUBLIC SERVICES-GENERAL:	14111-5111 SEASONAL-Park Trash		38,000.00							38,000.00	3,000.00		38,000.00	38,000.00
		020 PUBLIC SERVICES-GENERAL:	14111-5111 SEASONAL -Park Trash		11,600.00							11,600.00	11,600.00		11,600.00	11,600.00
					-										-	-
					70,000.00			Total Seasonal - 5118				75,000.00	40,000.00		75,000.00	75,000.00
		020 PUBLIC SERVICES-GENERAL:	14111-5131 Overtime-Open Space		15,000.00							15,000.00	10,000.00		15,000.00	15,000.00
		020 PUBLIC SERVICES-GENERAL:	14111-5131 Overtime-Park		28,000.00							28,000.00	28,000.00		28,000.00	28,000.00
		020 PUBLIC SERVICES-GENERAL:	14111-5131 Overtime-Public Services		32,000.00							32,000.00	32,000.00		32,000.00	32,000.00
		020 PUBLIC SERVICES-GENERAL:	14111-5131 Overtime-Custodians									2,000.00	2,000.00		2,000.00	2,000.00
					75,000.00			Total Seasonal - 5118				77,000.00	72,000.00		77,000.00	77,000.00
		020 PUBLIC SERVICES-GENERAL:	14111-5150 Fringe/Stipends		16,375.00			25.4	650.00	950.00		22,515.00	22,515.00	950.00	24,111.00	24,111.00
					289,161.66		27.7	Department Total				1,442,600.78	1,377,192.62		1,452,734.84	1,452,734.84

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	14.7	28.0	27.7	-0.3

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hiro Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY		
										Date	Rate	# Wks Old	Now							
ADDISON	JOHN	230 PUBLIC SERV-General	14111-5111	MOTOR EQUIP REPAIR I/II	7/31/07	42,515.05	1.0	817.27	833.62	7/31/2009	865.95	4.8	47.4	45,047.38	45,047.38	45,047.38	45,047.38			
ALBERT	MICHAEL	230 PUBLIC SERV-General	14111-5111	HEO	03062000	41,848.65	1.0	817.69	834.04					43,537.09	43,537.09	43,537.09	43,537.09			
BASH	EDWARD	230 PUBLIC SERV-General	14111-5111	MAINT CRAFTSMAN		39,512.43	0.0	817.69	834.04					43,537.09	-	-	-	Retired		
BELL	ROBERT	230 PUBLIC SERV-General	14111-5111	MAINT CRAFTSMAN III	07271998	39,512.43		756.94	-					-	-	-	-	Retired		
BEZZATI	JOHN	230 PUBLIC SERV-General	14111-5111	HEO III	3/28/00	42,683.75	1.0	817.70	834.05					43,537.42	43,537.42	43,537.42	43,537.42			
CLEARY	JAMES	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN III	08061990	46,467.40	1.0	890.18	907.98					47,396.74	47,396.74	47,396.74	47,396.74			
COVIELLO	VALERIE	230 PUBLIC SERV-General	14111-5111	PRINCIPAL ACCT CLERK	3/2/2000	13,869.08	0.3	781.44	797.07				34%	14,146.46	14,146.46	14,146.46	14,146.46			
CRONIN	DAVID	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN III	09141987	46,467.57	1.0	890.18	907.99					47,396.92	47,396.92	47,396.92	47,396.92			
CULIPHER	Shift Differential	230 PUBLIC SERV-General	14111-5111	Base Rate X 6% (20 HRS)		3,409.21		65.31	66.62					3,477.40	3,477.40	3,477.40	3,477.40			
CULIPHER	WAYNE	230 PUBLIC SERV-General	14111-5111	HEO III	09011997	42,683.52	1.0	817.69	834.05					43,537.19	43,537.19	43,537.19	43,537.19			
HARVEY	ROBERT	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN III	02131992	46,467.59	1.0	890.18	907.99					47,396.94	47,396.94	47,396.94	47,396.94			
HENDERSON	SCOTT	230 PUBLIC SERV-General	14111-5111	HEO III	05281985	42,683.55	1.0	817.69	834.05					43,537.22	43,537.22	43,537.22	43,537.22			
HUGHES	BRIAN	230 PUBLIC SERV-General	14111-5111	HEAD FOREMAN III	04081996	51,289.50	1.0	982.56	1,002.21					52,315.29	52,315.29	52,315.29	52,315.29			
LECLERC	STEVEN	230 PUBLIC SERV-General	14111-5111	CEMETERY MAINT III	04111996	37,349.59	1.0	715.51	729.82					38,096.58	38,096.58	38,096.58	38,096.58			
LEVESQUE	JAMES	230 PUBLIC SERV-General	14111-5111	St/Sidewalk Foreman III	06211999	17,438.43	0.3	982.56	1,002.21				34%	17,787.20	17,787.20	17,787.20	17,787.20			
LEVESQUE	LOUIS	230 PUBLIC SERV-General	14111-5111	MOTOR EQUIP REPAIR	8/1/2006	44,316.05	1.0	848.97	865.95					45,202.37	45,202.37	45,202.37	45,202.37			
MARINO	PAUL	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN	07231998	21,341.76	0.0	856.86	874.00	10/20/2009	907.98	16	36.2	100%	-	46,852.83	-	-		
MARTINEAU	RICHARD	230 PUBLIC SERV-General	14111-5111	MAINT CRAFTS	8/21/2000	39,512.43	1.0	756.94	772.08					40,302.67	40,302.67	40,302.67	40,302.67			
OBRIEN	JIM	230 PUBLIC SERV-General	14111-5111	TREE CLIMBER III	3/13/2006	42,683.74	1.0	817.70	834.05					43,537.42	43,537.42	43,537.42	43,537.42			
OSTALKIEWICZ	MARILYN	230 PUBLIC SERV-General	14111-5111	PRINCIPAL CLERK III	03211989	40,791.40		781.44	-					-	-	-	-	RETIRED		
PARSONS	DAVID	230 PUBLIC SERV-General	14111-5111	MAINT CRAFTSMAN III	5/14/2001	39,512.43	1.0	756.94	772.08					40,302.67	40,302.67	40,302.67	40,302.67			
PELLETIER	EDWARD	230 PUBLIC SERV-General	14111-5111	MAINT CRAFTSMAN III	05131996	39,512.43	1.0	756.94	772.08					40,302.67	40,302.67	40,302.67	40,302.67			
SANDS	GEORGE	230 PUBLIC SERV-General	14111-5111	HEO	04271987	42,683.52	1.0	817.69	834.05					43,537.19	43,537.19	43,537.19	43,537.19			
SOPER	JAMES	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN III	04221996	46,467.57	1.0	890.18	907.99					47,396.92	47,396.92	47,396.92	47,396.92			
STANWOOD JR	DANIEL	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN I/II	12041989	46,467.59	1.0	890.18	907.99					47,396.94	47,396.94	47,396.94	47,396.94			
STUART	MIKE	230 PUBLIC SERV-General	14111-5111	MAINT CRAFTSPERSON		39,512.43	1.0	756.94	772.08					40,302.67	40,302.67	40,302.67	40,302.67			
TASSINARI	STEPHEN	230 PUBLIC SERV-General	14111-5111	SR WORKING FOREMAN	05241999	48,463.75	1.0	945.65	964.56					50,350.19	50,350.19	50,350.19	50,350.19			
WRIGHT	JOHN	230 PUBLIC SERV-General	14111-5111	WORKING FOREMAN III	9/14/1992	46,467.59	1.0	890.18	907.99					47,396.94	47,396.94	47,396.94	47,396.94			
Replace Zandarski		230 PUBLIC SERV-General	14111-5111	MAINT CRAFTSMAN III		39,512.18	1.0	756.94	772.08					40,302.42	40,302.42	10,075.61	10,075.61	Start 4/1/10		
City Hall Custodian		230 PUBLIC SERV-General	14111-5111	SR BLDG CUST-City Hall	07011985	-	1.0	770.67	786.09							41,033.78	41,033.78	From Bldg Insp		
Shift Differential - City Hall Custodian		230 PUBLIC SERV-General	14111-5111	Base Rate X 8%		-		61.65	62.89							3,282.98	3,282.98	From Bldg Insp		
Custodian From COA		230 PUBLIC SERV-General	14111-5111	SR BLDG CUST-COA	7/26/1999	-	0.7	770.68	786.10				70%	28,723.91	28,723.91	28,723.91	28,723.91	From COA		
OUT OF GRADE PAYS		230 PUBLIC SERV-General	14111-5111			1,500.00								1,500.00	1,500.00	1,500.00	1,500.00			
Replace Bash		230 PUBLIC SERV-General	14111-5111	LABORER - Step 1	7/1/2009		1.0		658.42							34,369.52	34,369.52			
						1,132,940.60	25.4									1,087,301.94	1,061,893.77	1,092,224.31	1,092,224.31	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC SERVICES - Admin - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14112	5211	ELECTRICITY			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00	12,185	12,185	10,000
		Transcanda 604 X 12 and National Grid 411.00, costs may increase	7,659	7,659	
		Electricity for fountains in large pond cemetery	1,500	1,500	Split with W/S
		6 mo. @350.00, 2 mo @233.00, 4 mo. @ 8.32			
		Electricity for fountains in small pond cemetery	1,800	1,800	
		6 mo. @ 250.00, 2 mo. @183.00, 4 mo @ 8.32			
		Electricity for garage cemetery	1,200	1,200	
		6 mo @ 200.00, 6 mo @ 100.00			
		Electricity for office cemetery	500	500	
		8 mo. @50.00 4 mo. @ 25.00			
		allowance for increase *finance suggested budgeting for increase	(844)	(844)	
		TOTAL	24,000	24,000	10,000
14112	5215	NATURAL GAS			
		Keyspan - avg. monthly \$533 x 12 = \$6396.	6,400	6,400	9,000
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00	11,308	11,308	Split with W/S
		f2292.orecasted cost increase for Fy 10'	2,292	2,292	-
		TOTAL	20,000	20,000	9,000
14912	5216	OIL HEAT			
		Yearly Maintenance for 4 oil burners vendor Booma	400	400	400
		Oil Heat for chapel vendor Todd Oil	800	800	800
		Oil Heat for office vendor Todd Oil	1,500	1,500	1,500
		Oil heat for 1 cem garages 1 @ 4400.00	5,400	5,400	5,400
		Oil heat for 1 garages 1 @ 3200.00	4,200	4,200	4,200
		Burner service for City Hall and Old Town Hall	700	700	700
		TOTAL	13,000	13,000	13,000
14112	5241	BUILDING MAINTENANCE - DPW			
		overhead door repairs fy09 7500.00+ vendor Salem Overhead Door vendor 4624	7,000	6,000	7,000
		Cintas Gas Boy tests mandated and fuel pump repairs	900	900	900
		Electrical purchases for repairs (Beacon Electrical, Delandes)	500	400	500
		Hayden and All Safe - keys and lock repairs dps facilities	1,000	750	1,000
		McEachern Plumbing	2,000	1,500	2,000
14912		automatic door maintenance- garage			
		Fire Extinguishers test & repair vendor Boston Fire	1,500	1,500	1,500
11922		Repairs and small projects on the ten buildings that this department is responsible for. Unkeep of boilers at City Hall, Old Town Hall	3,000	3,000	3,000
		Major Repairs for City Building including electrical, plumbing and repairs			
		Emergency repairs and small renovations to City Owned Buildings	4,320	4,170	4,320
		Old Town Hall elevator \$115.00 x 12 and 400.00 to certify	1780	1780	1780
		TOTAL	22,000	20,000	22,000

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC SERVICES - Admin - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14112	5249	GROUND MAINTENANCE - CEMETERY			
		Loam 20 yds. @ 150.00			
		Fertilizer and grass seed			
		Mulch 40 yds @30.00	4,700	4,000	4,700
		Lesco, N.E. Nursery, Rent-All misc purchases			
		Aggregate sand for cemetery foundation			
		rakes, shovels, brooms			
		Aquatic and ASAP Drains fountains repairs/set ups, clean outs etc.			
		Mower Blades			
		Garden hoses			
		Wood Trucking			
		Stateline Irrigation - systems, repairs cemetery and open space areas			
TOTAL			4,700	4,000	4,700
14112	5253	RADIO MAINT & PARTS			
		Ranmark Unlimited, Nextel for bad phone replacements, repairs or accessories	2,500	2,000	2,500
TOTAL			2,500	2,000	2,500
14112	5270	RENTAL AND LEASE - UNIFORMS			
		AmSan rags for central motor usage	750	500	750
		Gloves, Goggles, Safety Equipment, Rain Gear etc..needed by Employees formally 5780	800	500	800
		Rent All misc	1,000	1,000	1,000
TOTAL			2,550	2,000	2,550
14112	5301	POLICE DETAIL			
		Tree removal details 10hrs. @ 100.00 1000.00	1,000	1,000	1,000
		As needed for road work for street openings, paving, pothole repairs etc.	15,000	14,000	15,000
		As needed for traffic maintenance crew details	4,000	4,000	4,000
TOTAL			20,000	19,000	20,000
14112	5304	PROFESSIONAL SERVICES			
		Stump removals - vendor David Porter	5,800	5,800	5,800
		Bobs Tire Service	500	500	500
		North Side Carting Dumpster usage and fees for emerg/special pickups	2,000	1,500	2,000
		Eagle Tribune Notices	700	400	700
		Tanknology - central motors	2,100	2,100	2,100
		N.E. Environmental - central motors	200	200	200
		surveying	600	500	600
TOTAL			11,900	11,000	11,900
14112	5317	EDUCATIONAL TRAINING			
		Street personnel and management training seminars and exhibits	750	750	750
		Begin offering inservices for dept employees, training	1,500	1,500	1,500
TOTAL			2,250	2,250	2,250

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC SERVICES - Admin - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14112	5320	CONTRACTED SERVICES-			
		CONTRACT FOR MOWING SERVICES BY ELM	81,400		81,400
		cem - roadside vegetation mowing proposal ELM 1,650.00 x 3 visits	4,950		4,950
		Belmont Springs	600	600	600
		Line Painting	50,000	15,000	50,000
		Workplace Essentials - sanitation disposal fees/rentals City hall & 120 Wash restrooms	1,600	1,600	1,600
TOTAL			138,550	17,200	138,550
14112	5341	TELEPHONE			
		744-3302 - \$88 x 12 = \$1056 vendor Verizon	1,056	1,056	1,056
		744-3306 - \$61 x 12 = \$732	732	732	732
		744-1837 - \$59 x 12 = \$708 - Fax	708	708	708
		745-2676 - \$59 x 12 = \$708 - Central Motors	708	708	708
		745-0195 Verizon 12 @130. Cemetery	1,560	1,560	1,560
		A. T. & T. 12 mo. @ 36.66 cemetery-Fax	440	440	440
TOTAL			(1,204)	(1,204)	(1,204)
14112	5383	BURIAL EXPENSES			
		Burial Expenses are funded from Sale of Lots and sale of Vaults Funds			
TOTAL			-	-	-
14112	5391	SPRAYING AND REMOVAL - CEM			
		two chain saws	1,050	1,050	1,050
		Chains for saws, ropes,3166equipment maint.	3,166	3,166	3,166
		Equipment	8,000	784	8,000
		Emergency Contract services	1,784	1,000	1,784
TOTAL			14,000	6,000	14,000
14112	5392	TREE PLANTING - CEM/OPEN SPACE			
		Tree planting in areas not designated under CDBG locations	5,000	4,000	5,000
		Arbor Day plantings and material	1,000	1,000	1,000
TOTAL			6,000	5,000	6,000
14112	5421	OFFICE SUPPLIES			
		Copy Paper and other office supplies - Cemetery office Public Services general	1,200	900	1,200
		Toner and Print Cartridges	800	700	800
		Plastic Sleeves for temporary signage mostly for traffic maintenance,special events	500	400	500
TOTAL			2,500	2,000	2,500
14112	5451	CUSTODIAL SUPPLIES			
		General cleaning and Paper supplies	2,500	2,500	2,500
		Big Belly Trash Compactor Bags	500	500	500
		Trash Bags, etc. Needed for upkeep of Office, Garage, Kernwood	4,000	4,000	4,000
		DPW, Cem., Mack Park Garage, Central Motors, Willows Cottages, F.R.Bathhouse			
		Additional From Bldg Insp for 120 & 93 Washington Street			
			From Bldg Insp		6,000
TOTAL			7,000	7,000	13,000

FY 2010 DETAILED BUDGET REPORT
EXPENSES

PUBLIC SERVICES - Admin - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14112	5461	GROUNDSKEEPING SUPPLIES - DPW			
		misc purchases, Winers, Home Depot, Moynihan, One Way,	10,000	8,000	10,000
		Hickory Knoll Crematory Fees	400	400	400
		Oilmans supply	500	500	500
	TOTAL		10,900	8,900	10,900
14112	5481	GASOLINE/DIESEL FUEL			
		Burke for diesel and unleaded fuel per state bid	100,000	90,000	100,000
	TOTAL		100,000	90,000	100,000
14112	5483	VEHICLE PARTS & ACCESSORIES			
		C & C Auto Parts - State Bid - approx 3-4,000 x 12 months	18,000	15,775	18,000
		Jack Young - State Bid - \$15,000	8,000	6,000	8,000
		Minuteman Truck - \$2500	2,400	2,000	2,400
		motor oil and lubricants purchased under state bid FY08 req	2,500	2,250	2,500
		Ideal transmission repairs	2,500	2,500	2,500
		Sullivan Tire and Goodyear Tire \$5,000	5,000	5,000	5,000
		Misc. Vendors -	6,000	6,000	6,000
		State inspection fees 29.00 x 160.	4,800	4,800	4,800
		Safety Clean Parts Cleaning Tank	500	400	500
		Holden Propane for hot top box	100	75	100
		Walnut Printing City Seals, decals for city fleet vehicles	200	200	200
	TOTAL		50,000	45,000	50,000
14112	5485	STREET SWEEPER BROOM			
		Atlantic Broom-main brooms, gutter brooms, misc. parts \$12-15,000.	15,000	15,000	15,000
		C. N. Wood - misc. parts not supplied by Atlantic Broom - \$5-\$8,000			
	TOTAL		15,000	15,000	15,000
14112	5710	IN STATE TRAVEL, MEETINGS			
		Tolls, Parking, Seminars	750	550	750
		Seminars New. England Grows. Grows cem	450	450	450
		N. E. Cem. Assoc. Mass Tree Wardens Seminars 600.00 cem	600	600	600
		Tree seminar cem	250	250	250
		Reimbursable travel for tolls for fleet transport	150	150	150
	TOTAL		2,200	2,000	2,200
14112	5730	DUES & SUBSCRIPTIONS			
		Arborist, Highway Assoc., ISA	500	500	500
	TOTAL		500	500	500

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC SERVICES - Admin - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14112	5780	OTHER EXPENSES			
		Reimbursement for licenses for DPS personnel per AFSCME agrmnt Clay, Bezzati	950	950	950
		5 pesticide licenses @\$50 albert, cronin, pelletier, hughes, soper	250	250	250
		1 pesticide license @ \$100 rennard	100	100	100
		hoisting licenses- cemetery	120	120	120
		Medical Supplies (formally 5501) -Northern Safety, WB Mason	500	500	500
		Business Meeting Expense Lunches	1,000	830	1,000
		Reimbursement Prisoner lunches etc. for volunteer	250	250	250
TOTAL			3,170	3,000	3,170
14112	5843	GEN PW IMPROVEMENTS			
		Aggregate Industries - State Bid - Mix for patching, lypac for filling trenches, Repairs to roads, & other surfaces, hot top removal costs.	37,000	37,000	37,000
		Brox Products	2,000	2,000	2,000
		North Shore Concrete - \$5,000 +/- for small amounts of poured concrete	6,000	6,000	6,000
		Traffic maintenance Dept -supplies, paint, signs Permaline and WW Grainger	5,000	4,000	5,000
TOTAL			50,000	49,000	50,000
14112	5846	RENOVATION & REPAIRS - REPAIRS/SIDEWALKS			
		Used strictly for maintaining City Sidewalks and includes outside contractors if necessary and supplies. Marchese	15,000	14,000	15,000
TOTAL			15,000	14,000	15,000
14112	5851	OFFICE EQUIPMENT			
		Computer equipment, office machines, etc., file cabinets,	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
14112	5860	EQUIPMENT PURCHASE & REPAIRS			
		Paint, rakes, shovels, brooms, etc	900	900	900
		Oil, batteries, filters, etc. 1000.00	1,000	1,000	1,000
		trimmers 5 x 200.00	1,000	1,000	1,000
		Trimmer nylon	450	450	450
		Nuts , bolts screws, ear protectors	125	125	125
		Heavy chains 2 @40.00	80	80	80
		Garden hoses	150	150	150
		Power drill, bits	140	140	140
		All repairs and parts for the upkeep of all equipment for dept.	13,500	8,500	13,500
		Cutters, Lawnmowers, Bobcats, Sanders, tools, lumber, motor parts, hardware			
		Plumbing, Hardware Supplies, Maintenance and upkeep DPW Garage	3,000	3,000	3,000
		Locks	100	100	100
			20,445	15,445	20,445
TOTAL PROPOSED			563,165	402,295	544,165

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Snow & Ice-Personnel									
14231	5131	OVERTIME (GENERAL)	71,210.18	50,000.00	50,000.00	101,841.11	50,000.00	50,000.00	50,000.00
Total Snow & Ice-Personnel			71,210.18	50,000.00	50,000.00	101,841.11	50,000.00	50,000.00	50,000.00
Snow & Ice-Expenses									
14232	5244	VEHICLE REPAIR AND M	110,294.41	45,000.00	45,000.00	83,977.17	45,000.00	45,000.00	45,000.00
14232	5284	EQUIPEMENT LEASE	39,560.00	0.00	0.00	0.00	0.00	0.00	0.00
14232	5292	SNOW REMOVAL	309,968.11	115,000.00	115,000.00	422,156.97	115,000.00	115,000.00	115,000.00
14232	5293	SAND REMOVAL/SWEEPING	50,412.50	20,000.00	20,000.00	11,202.50	20,000.00	20,000.00	20,000.00
14232	5429	MISC SUPPLIES	19,233.11	8,000.00	8,000.00	14,962.99	8,000.00	8,000.00	8,000.00
14232	5481	GASOLINE/DIESEL FUEL	0.00	20,000.00	20,000.00	19,944.29	20,000.00	20,000.00	20,000.00
14232	5534	SALT	372,865.05	121,560.00	121,560.00	501,738.40	121,560.00	121,560.00	121,560.00
14232	5535	CACLIUM CHLORIDE	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
14232	5536	SAND	17,198.41	10,000.00	10,000.00	11,996.94	10,000.00	10,000.00	10,000.00
Total Snow & Ice-Expenses			919,531.59	344,560.00	344,560.00	1,070,979.26	344,560.00	344,560.00	344,560.00
230	423	Department Total	990,741.77	394,560.00	394,560.00	1,172,820.37	394,560.00	394,560.00	394,560.00

Public Services – Snow & Ice

Mission Statement

Coordination of private and publicly owned plows, mechanics and route supervisors to inspect and control plowing activities and other support personnel. It is our goal to do all we can to reduce the likelihood of personal injury to our residents, automobile accidents and property damage by making the roadways as safe as possible under the worst of conditions.

Significant Changes

For FY10 we are setting forth a plan to demonstrate prudent budgeting practices.

Previous Fiscal Year Accomplishments

- Trackless Sidewalk Snow Tractor purchased .
- Continued utilization of Reverse 911 and Web site used for up-to-date snow emergency related bulletins.

FY 2010 Goals & Objectives

- Continue to provide service to quickly open streets making them passable so that they can be safe to navigate.
- Continue to work with other city departments in support of restoring safe road conditions as efficiently as possible.
- Decrease usage of contractors called in for salting only use, with additional purchase of sanding equipment supported by CIP monies.
- Update plows with newer units to help cut down on fuel and on mechanical deficiencies
- Investigate further the idea of purchasing a salt shed.
- Update snow maps
- Purchase of F550

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

PUBLIC SERVICES - Snow & Ice - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14232	5244	VEHICLE REPAIR AND MAINTENANCE			
		General line for misc. vendors-Brake & Clutch, Atlantic Plow	45,000	45,000	45,000
		winter equipment parts and maintenance			
TOTAL		plow and sander parts and repairs as needed on city fleet vehicles	45,000	45,000	45,000
14232	5292	SNOW REMOVAL			
		For payment to snow contractors as approved by contract for services to aid in	115,000	115,000	115,000
		sanding and plowing of city streets as well as city lots/parking garages etc as directed			
		also may include snow removal (FY08 SPENT TO DATE \$200,000 PLUS 70,000 SCHOOL)	115,000	115,000	115,000
TOTAL			115,000	115,000	115,000
14232	5293	SAND REMOVAL / SWEEPINGS			
		Contract to Robert James for hauling and disposal of material swept from city streets	20,000	20,000	20,000
TOTAL		following winter storm maintenance. Street sweeper costs to remove sand	20,000	20,000	20,000
14232	5429	MISC SUPPLIES			
		Precision Weather Forecasting \$1075.00	1,075	1,075	1,075
		Clarke Steel Drums for sand barrel usage	2,000	2,000	2,000
		Brox Performance Patch or aggregate product for pothole fills	3,500	3,500	3,500
		Marino Mix	-	-	-
		NE Nursery rock salt - cemetery	325	325	325
		Lesco, Park and open space	200	200	200
		Feeding Work Crews- meals during storm coverage etc.	150	150	150
		other small items not deemed parts	750	750	750
TOTAL			8,000	8,000	8,000
14232	5481	GASOLINE/DIESEL FUEL			
		would like to add fuel line - approx \$2250.00 per storm x 8 storms would be	20,000	20,000	20,000
TOTAL			20,000	20,000	20,000
14232	5534	SALT			
		Salt product purchased under state bid	121,560	121,560	121,560
TOTAL		FY09 cost per ton \$69.00 delivered FY09 SPENT \$350,000.+	121,560	121,560	121,560
14232	5535	CALCIUM CHLORIDE			
		Fill up of Calcium Chloride Product in tanks 5 Jefferson Ave under state bid	5,000	5,000	5,000
TOTAL		5,000 gallon tanks	5,000	5,000	5,000
14232	5536	SAND			
		Sand product purchased from Aggregate for sanding of streets.	10,000	10,000	10,000
TOTAL		FY08 cost per ton \$22.95 picked up delivery has add'l fees (fy08 20,000.00 SPENT)	10,000	10,000	10,000
TOTAL PROPOSED			344,560	344,560	344,560

Engineering – General Administration

Mission Statement

The Engineering Department provides technical expertise and plan review to various city boards and departments for all public infrastructure improvements and private development projects. Engineering is responsible to implement the City-wide pavement management system and also manages the Chapter 90 paving program, other state and federally funded (TIP) projects, and the City's Road Opening permit program. In addition, Engineering is also responsible for the City's capital improvement program relative to infrastructure and provides guidance from the City's perspective to the larger state funded developments including the J. Michael Ruane Judicial Center and new dormitories and athletic fields at Salem State College; along with the new Leggs Hill Road YMCA Facility.

Funding for the efforts described herein is derived for the City's general Fund.

Significant Changes

There are no significant changes.

Previous Fiscal Year Accomplishments

- Completed city-wide paving program – utilizing the pavement management program and Chapter 90 funds, 29 roads were reconstructed under this \$1.3 million project.
- Oversaw and coordinated the completion of the North Street and Bridge Street By-pass Road construction projects, through the State and federally funded TIP program.
- Advanced the next three projects to have construction funded through the TIP Program: Bridge Street Route 1A (to 75% design), Canal Street (to 25% design) and Boston Street (to conceptual design), ensuring Salem's continued successful involvement in the TIP program.
- Advanced a number of roadway improvement projects utilizing Chapter 90 funding, including: the Lafayette Street Safety Improvements and the Leggs Hill Road Culvert Improvements (both scheduled for completion in the Summer 2009), street sign replacement program, and the purchase of a new 6-wheel dump truck for Public Services.
- Completed the evaluation of the Derby/Congress/Hawthorne Boulevard intersection for traffic signals and began design efforts to install the signals.
- Issued 212 road opening permits and over 40 developments for the planning board.

FY 2010 Goals & Objectives

- Continue to advance the City's proposed TIP projects to ensure state funding is secured for the reconstruction of Bridge Street Route 1A, Canal Street and Boston Street.

- Continue to manage the City's Chapter 90 roadway improvement program to maximize the cost effectiveness of the City's re-investment into its roadway infrastructure.
- Complete the installation of traffic signals at the Derby/Congress/Hawthorne Boulevard intersection.
- Evaluate current Road Opening Permit Tracking System and make improvements.
- Manage the City's new Trench Safety and Permitting Program, required by the Massachusetts Legislature for trenches on public and private property.

PERFORMANCE INDICATORS

235-Engineering-Administration

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of street permits issued	157	162	213	234	258
Drainlayer licences issued	44	45	46	42	45

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Engineering-Psnl									
14121	5111	SALARIES-FULL TIME	71,486.19	71,998.00	71,998.00	72,085.07	63,386.00	64,653.00	64,653.00
14121	5113	SALARIES-PART TIME	4,347.54	4,452.00	4,452.00	4,447.04	4,542.00	4,633.00	4,633.00
Total Engineering-Psnl			75,833.73	76,450.00	76,450.00	76,532.11	67,928.00	69,286.00	69,286.00
Engineering-Expenses									
14122	5317	EDUCATIONAL TRAINING	0.00	500.00	150.00	150.00	500.00	500.00	500.00
14122	5421	OFFICE SUPPLIES (GEN	586.88	1,000.00	433.86	433.86	1,000.00	1,000.00	1,000.00
14122	5710	IN STATE TRAVEL/MEETINGS	270.00	500.00	266.14	239.00	500.00	500.00	500.00
14122	5730	DUES AND SUB	385.00	1,000.00	1,000.00	805.25	1,000.00	1,000.00	1,000.00
14122	5851	OFFICE EQUIPMENT	0.00	500.00	300.00	292.05	500.00	500.00	500.00
Total Engineering-Expenses			1,241.88	3,500.00	2,150.00	1,920.16	3,500.00	3,500.00	3,500.00
235	412	Department Total	77,075.61	79,950.00	78,600.00	78,452.27	71,428.00	72,786.00	72,786.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
DUBINSKY ELLEN	235 PUBLIC SERV-ENGINEER	14121-5111	ADMIN ASSISTANT		43,059.78		0.8	80%		824.90	824.90	34,447.82	34,447.82	841.40	35,136.78	35,136.78
KNOWLTON DAVID	235 PUBLIC SERV-ENGINEER	14121-5111	CITY ENGINEER	5/21/2007	28,937.40		0.3	34%		1,630.46	1,630.46	28,937.40	28,937.40	1,663.07	29,516.15	29,516.15
					71,997.18	1.1	Total Full Time - 5111					63,385.22	63,385.22		64,652.93	64,652.93
ALBERT JIMMY	235 PUBLIC SERV-ENGINEER	14121-5113	INTERN	11/05/1991	4,451.20			10 hours per wk		8.70	8.70	4,541.40	4,541.40	8.87	4,632.23	4,632.23
					4,451.20		Total Part Time - 5113					4,541.40	4,541.40		4,632.23	4,632.23
					76,448.38	1.1	Department Total					67,926.62	67,926.62		69,285.16	69,285.16

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.0	1.4	1.1	-0.3

FY 2010 DETAILED BUDGET REPORT
EXPENSES

ENGINEERING 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
14112	5317	EDUCATIONAL TRAINING			
		Management training seminars and exhibits	500	500	500
TOTAL			500	500	500
14112	5421	OFFICE SUPPLIES			
		Printer Paper, 3-hole printer paper, envelopes	250	250	250
		Oce' Map Machine - paper rolls - 4 ctns @ \$48 = \$192 + 2 ctns toner @\$295=\$580	300	300	300
		Print Cartridges:color and b/w = \$400	300	300	300
		Other: pens, paper, etc.	150	150	150
TOTAL			1,000	1,000	1,000
14112	5710	IN STATE TRAVEL, MEETINGS			
		Tolls, Parking, Seminars	500	500	500
TOTAL			500	500	500
14112	5730	DUES & SUBSCRIPTIONS			
		ENR, American Society of Civil Engineers, Essex County Highway Assoc.	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
14112	5851	OFFICE EQUIPMENT			
		Replacement/repair of scanner, fax, etc.	500	500	500
TOTAL			500	500	500
TOTAL PROPOSED			3,500	3,500	3,500

Library

Mission Statement

To provide quality public library service at the Salem Public Library in a reliable, caring, and cost-effective manner; to satisfy Salem Public Library patrons by delivering a level of library service that exceeds our patrons' expectations and to achieve consistent upward growth in the total quality of our Salem Public Library services and collections.

Significant Changes

The Library continues to be a vital and active institution. FY08 was the busiest year ever (514,708 circulation). The major roof repair project is finished insuring that the Library building will continue to be usable and the Library's collection will be secure.

Previous Fiscal Year Accomplishments

- Continued to be the busiest Library in the NOBLE network – new circulation record set with well over 500,000 yearly circulations. FY09 is on track to break circulation record again.
- Applied for and was awarded Gates Foundation Online Hardware Grants Program - \$9750 in FY09 and \$6500 in FY10 (purchase of ten computers).
- Oversaw the completion of the Library's roof replacement project (\$207, 000) and passed in final report to Massachusetts Historical Commission.
- Worked with architect and Trustees to come up with a new design for the Library walkway. Worked with the purchasing department to go out for bid for the project.
- Oversaw the replacement and renovation of twenty year old children's room deck.
- Worked with new landscaping company to re-design and install major new plantings around the fountain.
- Continued to work with the Head Custodian on major repairs.
- Purchased three new data bases patrons can access at the Library and from home (Auto Repair, Home Improvement and Small Engine Repair).
- Added new downloadable audio service.
- Initiated a book club for adults that meets bi-monthly.
- Created two new book clubs for children and for families.
- Worked with the children's room staff and CinemaSalem to sponsor three special movie events for Salem patrons.
- Worked with the Friends of the Library to plan and run an outdoor book sale as a fundraiser for the Friends.
- Served on the Executive Board of NOBLE.

FY 2010 Goals & Objectives

- Oversee repair and replacement of brick Children's Room entrance walkway.
- Continue to stress strong customer service which contributes to Salem Public Library being the highest circulating library in NOBLE (514,708 in FY08).
- Oversee implementation of Gates Foundation Grant. Work with staff to identify priorities and re-design reference computer stations.
- Work with High School Librarian to evaluate and purchase data bases for home and school use.
- Continue to stress reading in elementary grades by developing new book groups and continuing author program.
- Re-design library web site to incorporate more web 2.0 technologies including RSS feeds, dynamic content updates and an expanded children's/programming section.
- Create Salem history Wiki to put on public web site.

PERFORMANCE INDICATORS

140-Library

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Volumes in Circulation	141,595	143,052	148,752	153,500	156,500
Total Volumes borrowed	508,728	500,907	514,708	526,000	532,000
Attendance in Library	240,008	232,654	239,262	241,000	243,000
Number of Salem Library Cardholders	26,585	28,464	30,502	32,000	34,500
Number of Reference Questions Asked	36,894	41,977	44,551	46,500	48,000
Number of Children's Programs Held	205	235	280	290	300
Number of Internet Computer Sessions	24,388	24,960	26,988	28,000	30,500

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Library-Personnel									
16101	5111	SALARIES-FULL TIME	569,163.81	589,095.00	576,146.70	563,322.37	589,900.00	600,877.00	600,877.00
16101	5113	SALARIES-PART TIME	172,723.24	195,090.00	195,090.00	185,873.14	198,891.00	202,121.00	202,121.00
16101	5115	SUNDAY HOURS	35,106.41	37,394.00	37,394.00	35,405.86	37,394.00	38,142.00	38,142.00
16101	5131	OVERTIME (GENERAL)	1,785.00	4,000.00	4,000.00	2,340.90	3,000.00	3,000.00	3,000.00
16101	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	950.00	950.00	950.00
Total Library-Personnel			779,178.46	826,229.00	813,280.70	787,592.27	830,135.00	845,090.00	845,090.00
Library-Expenses									
16102	5211	ELECTRICITY	33,870.94	43,000.00	44,500.00	44,335.46	43,000.00	43,000.00	43,000.00
16102	5216	OIL & GAS HEATING FUEL	13,000.00	13,000.00	13,000.00	12,937.76	13,000.00	13,000.00	13,000.00
16102	5241	BUILDING MAINTENANCE	17,388.29	17,502.00	15,552.00	15,151.81	16,000.00	16,000.00	16,000.00
16102	5341	TELEPHONE	3,650.00	4,000.00	4,450.00	4,424.09	4,000.00	4,000.00	4,000.00
16102	5451	CUSTODIAL SUPPLIES	3,092.77	3,500.00	3,500.00	3,500.00	3,000.00	3,000.00	3,000.00
16102	5512	BOOKS & MATERIALS	146,987.85	147,000.00	147,000.00	147,000.00	145,860.00	139,360.00	139,360.00
16102	5516	MICROFILM SUBSCRIPTI	5,300.00	5,300.00	5,300.00	5,300.00	4,300.00	2,300.00	2,300.00
16102	5517	PERIODICALS	7,000.00	7,000.00	7,000.00	6,978.00	6,000.00	4,000.00	4,000.00
16102	5730	DUES AND SUB	41,555.00	43,570.00	43,570.00	43,570.00	44,806.00	44,806.00	44,806.00
Total Library-Expenses			271,844.85	283,872.00	283,872.00	283,197.12	279,966.00	269,466.00	269,466.00
140	610	Department Total	1,051,023.31	1,110,101.00	1,097,152.70	1,070,789.39	1,110,101.00	1,114,556.00	1,114,556.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
ALLEN PATRICIA	140 LIBRARY	16101-5111	LIBRARY ASSISTANT	9/17/2007	35,161.27		1.0	1		673.59	673.59	35,161.27	35,161.27	687.06	35,864.50	35,864.50
ARMSTRONG PATRICIA	140 LIBRARY	16101-5111	LIBRARY ASSISTANT I	01031990	29,449.69		1.0	1		564.17	564.17	29,449.69	29,449.69	575.45	30,038.68	30,038.68
CONNELLY AMY	140 LIBRARY	16101-5111	LIBRARY ASSISTANT II	11261979	32,709.08		1.0	1		626.61	626.61	32,709.08	32,709.08	639.14	33,363.26	33,363.26
CUMMINGS DIANA	140 LIBRARY	16101-5111	LIBRARY ASSISTANT II	05301995	33,113.58		1.0	1		634.36	634.36	33,113.58	33,113.58	647.05	33,775.85	33,775.85
DELLAMONICA VITTORIA	140 LIBRARY	16101-5111	SPEC LIBRARY ASSISTANT	07011982	35,841.05		1.0	1		686.61	686.61	35,841.05	35,841.05	700.34	36,557.87	36,557.87
GAUDRAULT SUSAN	140 LIBRARY	16101-5111	TECH SERV/CATALOG	05301989	37,774.54		1.0	1		723.65	723.65	37,774.54	37,774.54	738.12	38,530.03	38,530.03
GROCKI* KEVIN	140 LIBRARY	16101-5111	TECH SERV/COMPUTER	11102001	42,799.94		0.9	1		819.92	819.92	42,799.94	42,799.94	836.32	43,655.94	43,655.94
JACKSON LORRAINE	140 LIBRARY	16101-5111	LIBRARY DIRECTOR	12061971	69,317.96		1.0	1		1,327.93	1,327.93	69,317.96	69,317.96	1,354.49	70,704.32	70,704.32
NIEVES SUZANNE	140 LIBRARY	16101-5111	LIBRARY ASSISTANT II	09111995	31,552.88		1.0	1		604.46	604.46	31,552.88	31,552.88	616.55	32,183.93	32,183.93
OPOLSKI CHERYL	140 LIBRARY	16101-5111	CHILDREN'S LIBRARIAN	09041990	40,151.48		1.0	1		769.19	769.19	40,151.48	40,151.48	784.57	40,954.51	40,954.51
SPEICHER CYNTHIA	140 LIBRARY	16101-5111	LIBRARY ASSISTANT I	09/24/2001	29,449.69		1.0	1		564.17	564.17	29,449.69	29,449.69	575.45	30,038.68	30,038.68
STEELE RACHEL	140 LIBRARY	16101-5111	CIRCULATION LIBRARIAN	10/02/2006	36,891.70		1.0	1		706.74	706.74	36,891.70	36,891.70	720.87	37,629.54	37,629.54
TRACY NANCY	140 LIBRARY	16101-5111	ASST LIBRARY DIRECTOR	06151994	53,352.06		1.0	1		1,022.07	1,022.07	53,352.06	53,352.06	1,042.51	54,419.11	54,419.11
WALSH JANE	140 LIBRARY	16101-5111	REFERENCE LIBRARIAN	10151979	40,439.14		1.0	1		774.70	774.70	40,439.14	40,439.14	790.19	41,247.92	41,247.92
SHIFT DIFFERENTIAL			SHIFT DIFFERENTIAL		861.43					861.43	861.43	861.43	861.43	878.66	878.66	878.66
					1.0			Total AFSCME 1818				41,033.89	-		41,033.89	41,033.89
					548,865.47	14.9	Total Full Time - 5111					589,899.36	519,415.79		600,876.67	600,876.67

BAEZ MERCY	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	9/17/07	5,111.42	P		12		8.16	-	Terminated	-	-	-	-
BAEZ NATHALY	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	7/31/07	3,407.62	P		8		8.16	8.16	3,407.62	3,407.62	8.32	3,475.77	3,475.77
BARUA DARSANA	140 LIBRARY	16101-5113	DESK PAGE	09211994	2,679.62	P		4		12.83	12.83	2,679.62	2,679.62	13.09	2,733.21	2,733.21
BURKE CHRISTINE	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	2/14/2008	2,806.27	P		4		13.71	13.71	2,862.40	2,862.40	13.98	2,919.65	2,919.65
CHE LINDA	140 LIBRARY	16101-5113	JR. LIBRARY ASSISTANT	6/22/07	3,221.26	P		5		12.34	12.34	3,221.26	3,221.26	12.59	3,285.69	3,285.69
CHOATE BRYAN	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	9/5/07	4,259.52	P		10		8.16	-	Terminated	-	-	-	-
COUGHLIN ELIZABETH	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	9/16/1990	Sunday Only	P		0		16.47	16.47	Sunday Only	-	-	-	-
CRAIGEN ROBERT	140 LIBRARY	16101-5113	JR. BLDG. CUSTODIAN	5/17/07	6,670.41	P		12		10.65	10.65	6,670.41	6,670.41	10.86	6,803.82	6,803.82
CROCKETT MICHAEL	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	5/11/2005	3,580.43	P		5		13.72	-	Terminated	-	-	-	-
CUNNINGHAM SARA	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	07/19/2006	5,335.05	P		12		8.52	-	Terminated	-	-	-	-
CAPPABIANCA LINDA	140 LIBRARY	16101-5113	JR. LIBRARY ASSISTANT	7/29/2008	-	P		5		12.55	12.55	3,275.55	3,275.55	12.80	3,341.06	3,341.06
DAMICO NANCY	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	01/22/1990	Sunday Only	P		0		18.53	18.53	Sunday Only	-	-	-	-
DAVIS COURTNEY	140 LIBRARY	16101-5113	JR. LIBRARY ASSISTANT	5/30/2008	-	P		5		12.10	12.10	Sunday Only	-	-	-	-
DAWSON JEAN	140 LIBRARY	16101-5113	JR LIBRARY ASSISTANT	05211999	7,035.68	P		9		14.98	14.98	7,035.68	7,035.68	15.28	7,176.39	7,176.39
FELTON DAVID	140 LIBRARY	16101-5113	JR BLDG CUSTODIAN	10181994	9,734.77	P		12		15.54	15.54	9,734.77	9,734.77	15.85	9,929.47	9,929.47
FLAHERTY ERIN	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	10/14/2003	Sunday Only	P		0		13.72	13.72	Sunday Only	-	-	-	-
GROVES VICTORIA	140 LIBRARY	16101-5113	JR LIBRARY ASSISTANT	11/01/04	Sunday Only	P		0		13.22	13.22	Sunday Only	-	-	-	-
HARVEY RUKMAL	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	11072000	3,666.67	P		5		14.05	14.05	3,666.67	3,666.67	14.33	3,740.01	3,740.01
HEDIO JOSEPH	140 LIBRARY	16101-5113	JR. LIBRARY ASSISTANT	1/26/05	11,448.48	P		16		13.71	13.71	11,448.48	11,448.48	13.98	11,677.45	11,677.45
HIGGINS JAMES	140 LIBRARY	16101-5113	JR BLDG CUSTODIAN	7/3/04	6,151.56	P		8		14.73	14.73	6,151.56	6,151.56	15.03	6,274.59	6,274.59
HO STEPHANIE	140 LIBRARY	16101-5113	PAGE SHELIV & PASTING	11/01/2006	2,667.52	P		6		8.52	8.52	2,667.52	2,667.52	8.69	2,720.87	2,720.87
HOOKS MARY	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	05/16/2005	2,862.12	P		4		13.71	13.71	2,862.12	2,862.12	13.98	2,919.36	2,919.36
JENNINGS JEREMIAH	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	5/23/08	-	P		10		8.00	8.00	4,176.00	4,176.00	8.16	4,259.52	4,259.52
LANDRY ANNE	140 LIBRARY	16101-5113	DESK PAGE	12/18/2002	6,442.52	P		10		12.34	12.34	6,442.52	6,442.52	12.59	6,571.37	6,571.37
LARSON MARGARET	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	7/12/07	3,407.62	P		8		8.16	-	Terminated	-	-	-	-
LEJEUNE LISA	140 LIBRARY	16101-5113	SR LIBRARY ASSISTANT	01/12/04	12,365.43	P		16		14.81	14.81	12,365.43	12,365.43	15.10	12,512.74	12,512.74
LEPAGE LUCILLE	140 LIBRARY	16101-5113	LIBRARY ASSISTANT II	8/23/04	-	P		0		-	-	Sunday Only	-	-	-	-
LONDON ASHLEY	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	8/4/08	-	P		12		9.00	9.00	5,637.60	5,637.60	9.18	5,750.35	5,750.35
LORD SUZANNE	140 LIBRARY	16101-5113	LIBRARY ASSISTANT	11/08/01	12,135.64	P		17		13.68	13.68	12,135.64	12,135.64	13.95	12,378.35	12,378.35
LYONS HAILY	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	7/23/08	-	P		8		8.00	8.00	3,340.80	3,340.80	8.16	3,407.62	3,407.62
MATTESON CASEY	140 LIBRARY	16101-5113	JR LIBRARY ASSISTANT	1/6/09	-	P		3		12.10	12.10	1,894.86	1,894.86	12.34	1,932.76	1,932.76
MATTOX ASHLEY	140 LIBRARY	16101-5113	JR. LIBRARY ASSISTANT	12/07/07	3,158.10	P		15		12.34	12.34	9,663.79	9,663.79	12.59	9,857.06	9,857.06
NIETHAMER DIANA	140 LIBRARY	16101-5113	JR LIBRARY ASSISTANT	7/19/2002	2,862.40	P		4		13.71	13.71	2,862.40	2,862.40	13.98	2,919.65	2,919.65
OLSZEWSKI JOHN	140 LIBRARY	16101-5113	DESK PAGE	01191988	11,767.85	P		18		12.52	12.52	11,767.86	11,767.86	12.77	12,003.21	12,003.21
PRESSMAN SHARI	140 LIBRARY	16101-5113	JR. LIBRARY ASSISTANT	9/4/07	5,724.79	P		8		13.71	13.71	5,724.79	5,724.79	13.98	5,839.29	5,839.29
RAMOS RUFINO	140 LIBRARY	16101-5113	JR BLDG CUSTODIAN	8/24/2005	9,294.10	P		16		11.13	11.13	9,294.10	9,294.10	11.35	9,479.98	9,479.98
RASMUSSEN SARAH	140 LIBRARY	16101-5113	SR LIBRARY ASSISTANT	10022000	3,053.52	P		4		14.62	14.62	3,053.52	-	14.92	3,114.59	3,114.59
RIVERA ANTHONY	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	10/22/07	4,259.52	P		10		8.16	-	Terminated	-	-	-	-
LAO MARIA	140 LIBRARY	16101-5113	PAGE SHELIVING & PASTINC	8/11/08	-	P		10		8.00	8.00	4,176.00	4,176.00	8.16	4,259.52	4,259.52

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name		Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
						52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
SECORSKY	CAMERON	140 LIBRARY	16101-5113	PAGE SHELVING & PASTINC	9/22/08	-	P		10		8.00	8.00	4,176.00	4,176.00	8.16	4,259.52	4,259.52
STROM	JENNIFER	140 LIBRARY	16101-5113	SR. LIBRARY ASSISTANT	10/04/2006	10,515.96	P		12		16.79	16.79	10,515.96	10,515.96	17.12	10,726.28	10,726.28
STROM	ROSEMARY	140 LIBRARY	16101-5113	PAGE SHELVING & PASTINC	9/5/07	2,555.71	P		6		8.16	8.16	2,555.71	2,555.71	8.32	2,606.83	2,606.83
SZPAK	SUSAN	140 LIBRARY	16101-5113	JR LIBRARY ASSISTANT	08/01/1985	23,424.43	P		25		17.95	17.95	23,424.43	23,424.43	18.31	23,892.92	23,892.92
New Position		140 LIBRARY	16101-5113	Part-Time Computer Assist		7,124.00	P		10		13.70	-	-	-	-	-	-
																(748.00)	(748.00)
						198,730.01	Total Part Time - 5113					198,891.07	184,069.69		202,120.89	202,120.89	
		140 LIBRARY	16101-5115	Sunday Hours		37,394.00						37,394.00	-		38,141.88	38,141.88	
		140 LIBRARY	16101-5131	Overtime		4,000.00						3,000.00	3,000.00		3,000.00	3,000.00	
		140 LIBRARY	16101-5150	AFSCME Stipend		650.00				1.0	650.00	950.00	950.00	950.00	950.00	950.00	
													830,134.43	707,435.48			
						747,595.48	14.9	Department Total					830,134.43	707,435.48			
																845,089.44	845,089.44

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	15.6	15.6	14.9	-0.7

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks						
FOUCHER	KEVIN	140 LIBRARY	16101-5111	SR BLDG CUSTODIAN	6/13/05	40,229.30	1.0	770.68	786.09				41,033.89	Make Part time	41,033.89	41,033.89		
						40,229.30	1.0						41,033.89	-	41,033.89	41,033.89	-	

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

LIBRARY - 140

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16102	5211	ELECTRICITY			
		National Grid	43,000	43,000	43,000
		TransCanada			
TOTAL			43,000	43,000	43,000
16102	5216	OIL HEAT - GAS			
		National Grid	13,000	13,000	13,000
		Metromedia			
TOTAL			13,000	13,000	13,000
16102	5241	BUILDING MAINTENANCE			
		A-1 Exterminators (\$120 monthly maintenance)	1,500	1,500	1,500
		Atlantic Elevator (\$286 monthly maintenance etc.)	4,500	4,000	4,500
		Keane Fire & Safety Equipment	900	400	900
		Lyons Plumbing	800	300	800
		Preferred Air Inc. (HVAC maintenance)	1,700	700	1,700
		3M Library Systems	3,500	3,400	3,500
		SOS Security Systems (yearly monitoring)	1,300	1,300	1,300
		Talbot Electric	700	252	700
		Various Vendors	450	-	450
		Workplace Essentials (OSHA disposal services)	650	650	650
TOTAL			16,000	12,502	16,000
16102	5341	TELEPHONE			
		740-4533 - 21.00 per month x 12 months =	252	252	252
		744-0860 - 105.00 per month x 12 months	1260	1260	1260
		744-0863 - 50.53 per month x 12 months	605	605	605
		744-4143 70.00 per month x 12 months =	840	840	840
		744-4552 - 34.95 per month x 12 months=	418	418	418
		744-0860 Long Distance 21.45 per month x 12 months =	257	257	257
		744-0863 Long Distance 16.80 per month x 12 months =	200	200	200
		744-5442 Long Distance 14.02 per month x 12 months =	168	168	168
TOTAL			4,000	4,000	4,000
16102	5451	CUSTODIAL SUPPLIES			
		General	3,000	3,000	3,000
TOTAL			3,000	3,000	3,000
16102	5512	BOOKS			
		Baker & Taylor/Ingram (Bid)	145,860	122,013	139,360
		Various Vendors			
TOTAL			145,860	122,013	139,360

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

LIBRARY - 140

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16102	5516	MICROFILM SUBSCRIPTION Proquest	4,300	3,300	2,300
TOTAL			4,300	3,300	2,300
16102	5517	PERIODICALS General Periodicals	6,000	5,000	4,000
TOTAL			6,000	5,000	4,000
16102	5730	DUES AND SUBSCRIPTION NOBLE (bid) - North Shore Library computer consortium of 17 public libraries, 5 public college libraries, and 4 private college libraries	44,806	44,806	44,806
TOTAL			44,806	44,806	44,806
TOTAL PROPOSED			279,966	250,621	269,466

Council on Aging

Mission Statement

The mission of the Salem Council on Aging (COA) is to develop and offer a program for all senior citizens (60 and older) of Salem that affirms life, challenges creativity, enhances socialization and promotes spiritual, psychological and physical wellness. The Council recognizes that the main center of programs and services is offered at the Senior Center of Salem, but also stresses the necessity of offering services to the homebound, isolated and culturally diverse senior citizens of Salem. Note: The COA was merged with the Park and Recreation Department in April of 2006, forming the Park, Recreation & Community Services Department.

Significant Changes

Due to budgetary considerations, as well as to enhance employee satisfaction, several staff changes were put in place as FY 2009 began. The position of part-time Volunteer Coordinator was expanded to reflect the growing importance of recruiting and retaining people who are willing to contribute their time and energy to support the activities and programs of the COA. Part-time Volunteer Coordinator Carole Isaacson declined the expanded hours and chose to retire. She was replaced by Sandy George, who had been the full-time Transportation Coordinator. George was replaced by full-time receptionist Amy Walsh and her new Transportation Coordinator position was altered to include van driving responsibilities, as needed, thus allowing a full-time driving position to be cut to part-time. Walsh, in turn, was replaced as receptionist by Meghan Murtagh, who had been a seasonal office support person, primarily for the Recreation component of the Park, Recreation & Community Services Department. Murtagh was replaced, in a more limited role, by Tricia DeOrio. Despite the tightening of staff, the commitment of Director Doug Bollen to maintain the level of services and programs of the COA remained uncompromised. The 153-year-old Senior Center building, at 5 Broad St., will remain the home of the Council on Aging for the remainder of FY 2009, although strong consideration is being made (as of February, 2009) to move to a new facility at the corner of Bridge and Boston streets. Construction, if approved without delays, could begin as early as FY 2010.

Previous Fiscal Year Accomplishments

- A grassroots initiative to better serve the City's Spanish-speaking population was begun. It may be safely estimated that nearly 1,000 Latino senior citizens are living in Salem. It is apparent that they are grossly under-represented in the activities and services of the COA, and informal survey results indicate that many go to the COA in Lynn because they don't face as many language barriers there. Spanish-speaking volunteers were recruited to help locate Latino senior citizens, identify their needs and provide appropriate services. An abbreviated Spanish-language edition of the monthly "Senior Power" newsletter was printed and circulated in select locations. More information, overall, is being disseminated in Spanish.
- The Council on Aging launched a Web-based data-collection and statistic-reporting system called "My Senior Center." It enables senior citizens to sign in for activities using bar-coded swipe cards, and enables staff members to readily access information and retrieve statistics used to substantiate grant applications.

- The last three staff computer stations have been equipped for networking. Every employee at the Senior Center now has the advantage of access to the Internet, Web-based programs, e-mail, intra- and inter- office file sharing and communication.
- A new van, acquired through North Shore Elder Services, was put in full-time service. The COA's partial financial responsibility for the acquisition was covered by Friends of the Salem Council on Aging using funds previously donated by Dominion, Inc.
- Even though a move from the Senior Center to a new location is being strongly considered, the current facility must be maintained as a suitable place for guests to gather and in which staff members can work. Toward that end: the handicap-access ramp and rails were repaired and upgraded; new indoor/outdoor carpet replaced badly soiled carpet in the center hall lobby; a new locking system and push-bar was installed on the primary exterior door.
- Program booklets, which include Council on Aging activities, are being published and mailed to all households in the city for the third consecutive year. Approximately 20,000 spring/summer booklets, and a similar number of fall/winter booklets, informs residents of all ages about scores of recreational opportunities offered throughout the year. The entire cost of the booklets was, as always, covered by the department's revolving account, which is maintained through activity fees, not tax revenue.
- A new, more efficient senior citizen call-reassurance program was developed in conjunction with Blackboard-CTY, which is the City's automated announcement system. The tailoring of a system that was already in place eliminated the need for the previously used "Are You OK?" program, recent upgrades of which proved to be faulty. Approximately 15 senior citizens are currently called on a daily basis as a means to confirm their well being.
- The Council on Aging Web site continues to be updated regularly to include a calendar of events and the monthly "Senior Power" newsletter, as well as COA-specific information from the aforementioned program booklet. Activities, services and information have also been promoted by Salem Access TV.
- The Council on Aging board, under the leadership of Chair Kathleen Wilkinson, remained full and viable. Two board members attended a training session for COA board members, presented by the state's Executive Office of Elder Affairs.
- The Senior Volunteer Property Tax Work-Off Program continued to allow senior citizen volunteers to earn property tax abatements of as much as \$500 by logging 63 hours of volunteer service to a City department. Eight senior citizens took advantage of the opportunity in FY 2009. Strong consideration is being made to loosen income-eligibility requirements for FY 2010 and increase the maximum allowable tax credit to \$750.
- Salem's Triad program (a partnership between senior citizens, law enforcement and the COA) continued to administer the following personal safety programs: Seniors and Law Enforcement Together (SALT), the File of Life, Yellow Dot, Is Your Number Up and the new call-reassurance program.
- Three dozen nursing students from North Shore Community College were accommodated at the Senior Center to help them fulfill requirements for their "Well Elder" units. The students visited with guests and supported lunch service during their fall semesters.
- Three COA staff members attended the annual conference of the Massachusetts COA for the purpose of professional development.
- A flu clinic accommodated approximately 300 citizens, and a successful blood drive, "Salem So Scary," was held.
- All Council on Aging-specific state and federal grants were successfully renewed and secured.

FY 2010 Goals & Objectives

- Consider reorganization of staff members of the Council on Aging and the Park & Recreation departments to reflect fuller unity under the 2006 establishment of the Park, Recreation & Community Services Department. Reorganization would result in significant cost savings without significant, if any, decrease in services to the senior citizens of Salem.

- To support efforts to move the COA to a new facility, and to be actively involved in development of plans for that building for the facilitation of programs and services for senior citizens and the community at large.
- Maintain full services and programs for COA clients with level-funded budget, and to pursue grants to help fund staff positions and/or programs.
- To effectively publicize and promote COA programs to Latino senior citizens, and to make measurable strides in increasing the number of those who participate in COA activities and take advantage of COA services.
- To pursue grants that would allow for the hiring of a part-time “bilingual service facilitator” who could assist in outreach to, and communications with, Latino senior citizens.
- To explore ways in which senior citizens can be more fully integrated into recreational programs and activities for residents of all ages.
- To effectively publicize and promote COA programs to the Baby Boom generation, which is increasingly gaining senior citizen status.

PERFORMANCE INDICATORS

060-Council on Aging

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Attendance			1,343	1,500	1,600
Van rides	16,776	19,810	18,678	20,000	21,000
Meals on wheels	36,005	35,035	29,830	30,000	31,000
Tax workoff participants	4	5	12	25	25
Volunteers	83	125	137	150	175
Congregate Meals	4,140	3,594	3,589	3,500	3,500

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Council On Aging-Personnel									
15411	5111	SALARIES-FULL TIME	258,155.80	267,671.00	264,393.90	261,139.80	267,686.00	200,069.00	200,069.00
15411	5113	SALARIES-PART TIME	10,925.65	19,360.00	22,360.00	21,709.68	19,322.00	19,708.00	19,708.00
15411	5118	SEASONAL LABOR	0.00	0.00	0.00	0.00	0.00	10,000.00	10,000.00
15411	5131	OVERTIME (GENERAL)	6.04	1,000.00	1,000.00	231.20	1,000.00	1,000.00	1,000.00
15411	5150	FRINGE/STIPENDS	800.00	1,300.00	1,577.10	1,577.10	1,900.00	950.00	950.00
Total Council On Aging-Personnel			269,887.49	289,331.00	289,331.00	284,657.78	289,908.00	231,727.00	231,727.00
Council On Aging-Expenses									
15412	5320	CONTRACTED SERVICES	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
15412	5341	TELEPHONE	2,120.47	3,000.00	3,000.00	2,750.90	3,000.00	3,000.00	3,000.00
15412	5351	RECREATIONAL ACTIVIT	3,644.49	4,000.00	4,000.00	3,875.84	4,000.00	4,000.00	4,000.00
15412	5381	PRINTING AND BINDING	500.00	500.00	500.00	456.00	500.00	500.00	500.00
15412	5421	OFFICE SUPPLIES (GEN	2,836.66	3,000.00	3,000.00	2,381.03	3,000.00	3,000.00	3,000.00
15412	5431	BLDG REP/MAINT SUPPL	11,740.45	12,000.00	12,000.00	10,632.12	12,000.00	12,000.00	12,000.00
15412	5483	VEHICLE PRTS & ACCES	4,561.30	5,000.00	5,000.00	4,121.79	5,000.00	5,000.00	5,000.00
15412	5491	FOOD	502.18	1,000.00	1,000.00	850.05	1,000.00	1,000.00	1,000.00
15412	5710	IN STATE TRAVEL/MEETINGS	500.00	500.00	500.00	500.00	500.00	500.00	500.00
15412	5730	DUES AND SUB	952.76	1,000.00	1,000.00	957.49	1,000.00	1,000.00	1,000.00
Total Council On Aging-Expenses			28,458.31	31,100.00	31,100.00	27,625.22	31,100.00	31,100.00	31,100.00
060	541	Department Total	298,345.80	320,431.00	320,431.00	312,283.00	321,008.00	262,827.00	262,827.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
BARRETT LYNNE	060 COUNCIL ON AGING	15411-5111	SOCIAL REC COORD	03051993	40,944.35		1.0	1	42%	784.37	784.37	40,944.35	-	800.06	17,540.56	17,540.56
FELTON SHARON	060 COUNCIL ON AGING	15411-5111	SOC SERV TECH	12181995	41,228.11		1.0	1		789.81	789.81	41,228.11	41,228.11	805.61	42,052.67	42,052.67
GRIECO WILLIAM	060 COUNCIL ON AGING	15411-5111	VAN DRIVER	10231987	20,959.02			35		401.51	-	-	-	-	-	-
KENNEDY ELLEN	060 COUNCIL ON AGING	15411-5111	FOOD SVC		10,336.80		0.3	7.5	25%	14.14	14.14	5,535.81	5,535.81	14.42	188.21	188.21
MURTAUGH MEGHAN	170 COUNCIL ON AGING	15411-5111	BOARD CLERK		900.00	B			12	75.00	75.00	900.00	900.00	75.00	900.00	900.00
SOUCY-GEORGE SANDRA	060 COUNCIL ON AGING	15411-5111	VOL COORDINATOR		24,785.08		1.0	35		405.00	405.00	21,141.00	21,141.00	413.10	21,563.82	21,563.82
WALSH AMY	060 COUNCIL ON AGING	15411-5111	TRANS COORDINATOR	09/19/2006	17,535.91		1.0	35		437.50	437.50	22,837.50	22,837.50	446.25	23,294.25	23,294.25
MURTAGH MEGHAN	060 COUNCIL ON AGING	15411-5111	RECEPTIONIST	6/18/08	-		1.0	35		420.00	420.00	21,924.00	21,924.00	428.40	22,362.48	22,362.48
WOOLLEY WILLIAM	170 COUNCIL ON AGING	15411-5111	ASST DIR REC & COMM SEF	8/4/2006	29,959.96		0.7	1	70%	819.92	819.92	29,959.96	29,959.96	836.32	30,559.16	30,559.16
							1.0			Total AFSCME 1818		83,215.04	41,607.52		41,607.52	41,607.52
					186,649.23		7.0	Total Full Time - 5111				267,685.77	185,133.91		200,068.68	200,068.68
HINCEMAN RAYMOND	060 COUNCIL ON AGING	15411-5113	P/T VAN DRIVER		11,375.04	P		19		11.47	11.47	11,375.04	11,375.04	11.70	11,602.54	11,602.54
MOON JEFF	060 COUNCIL ON AGING	15411-5113	P/T VAN DRIVER		7,984.34	P		13		11.71	11.71	7,946.41	7,946.41	11.94	8,105.33	8,105.33
New PT W 10% Cut	060 COUNCIL ON AGING	15411-5113	PT Custodian		-	P		19	52		14.00		13,885.20	14.00	-	-
					19,359.37			Total Part Time - 5113				19,321.44	33,206.64		19,707.87	19,707.87
New PT W 10% Cut	060 COUNCIL ON AGING	15411-5118	Seasonal Activities Director		-	P		19.5	32	14.00	14.00		8,736.00	14.00	-	-
New PT W 10% Cut	060 COUNCIL ON AGING	15411-5118	Seasonal Activities Director		-	P		35	28	14.00	14.00		13,720.00	14.00	10,000.00	10,000.00
					19,359.37			Total Seasonal - 5118				-	22,456.00		10,000.00	10,000.00
	060 COUNCIL ON AGING	15411-5131	OVERTIME		1,000.00							1,000.00	1,000.00		1,000.00	1,000.00
	060 COUNCIL ON AGING	15411-5150	AFSCME Stipend		1,300.00			1		650.00	950.00	1,900.00	950.00	950.00	950.00	950.00
					206,008.61		7.0	Department Total				289,907.22	242,746.55		231,726.55	231,726.55

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	8.0	8.0	7.0	-1.0

COA OTHER SPECIAL REVENUE FUNDING SOURCES

					Special Revenue funding only					
BARRETT LYNNE	COA GRANT/COA Budget	2460	SOCIAL REC COORD		58%	784.37	784.37	-	800.06	24,222.62
CALNAN JUDITH	COA GRANT	2460	OUT REACH SOCIAL WKR		15	100%	16.00	16.00	12,528.00	12,528.00
KENNEDY ELLEN	COA GRANT	2576	FOOD SVC	0.7	21	70%	13.27	13.27	10,182.60	10,182.60
MARCHI RICHARD	COA GRANT	2461	VAN DRIVER		16	100%	11.00	10.00	8,352.00	8,352.00
SOUCY JACLYN	COA GRANT	2461	VAN DRIVER		19	100%	9.50	9.50	9,422.10	9,422.10
SOUCY-GEORGE SANDRA	COA GRANT	2460	TRANS COORDINATOR		35		-	-	-	-
PALOMERS GENNEY	COA GRANT	2461	VAN DRIVER		19	100%	10.00	10.00	9,918.00	9,918.00
AKATYSZEWSKI JOHN	COA GRANT	2461	VAN DRIVER		19	100%	10.00	10.00	9,918.00	9,918.00
CULL MARGARET	COA GRANT	2461	PT SOCIAL WORKER		15	100%	15.00	15.00	11,745.00	11,745.00
TURNER JUDY	COA GRANT	2575	VAN DRIVER		19	100%	10.50	10.50	10,413.90	10,413.90

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks		FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	
												Old	New					
GRIMES	JACQUELYN	060 COUNCIL ON AGING	15411-5111	PRIN ACCT CLK III	07071997	40,791.48	1.0	781.45	797.08					41,607.52	41,607.52	41,607.52	41,607.52	
VOTTA	ALFRED	060 COUNCIL ON AGING	15411-5111	SR BLDG CUST STEP	7/26/1999	40,229.57	0.0	770.68	786.10				70%	41,607.52	-	To DPW	-	
						81,021.04	1.0							83,215.04	41,607.52	41,607.52	41,607.52	-

FY 2010 DETAILED BUDGET REPORT
EXPENSES

COUNCIL ON AGING - 060

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
15412	5320	Contracted Services			
		Service contract with New England Copier Service.	1,100	1,100	1,100
		Service contract on copier for 1 year or up to 66,000 copies this includes all labor, parts, drum, webs and iol rollers			
TOTAL			1,100	1,100	1,100
15412	5341	Telephone			
		744-0924 - per month x 12 months =	3,000	3,000	3,000
		744-0925 - per month x 12 months =			
		744-0929 - per month x 12 months =			
		745-0409 - per month x 12 months =			
		744-0929 Long Distance - per month x 12 months			
		744-0924 Long Distance - per month x 12 months =			
TOTAL			3,000	3,000	3,000
15412	5351	Recreational Activities			
		Guest Lectures, Musical programs, Holiday Bazaar, Cookbook	2,500	2,500	2,500
		Recreational activities for Salem Seniors	1,500	1,500	1,500
TOTAL			4,000	4,000	4,000
15412	5381	Printing & Binding			
		Stationary and envelopes	250	250	250
		Printing of flyers for major events and brochures as needed	250	250	250
TOTAL			500	500	500
15412	5421	Office Supplies			
		15 cases of copier paper	3,000	3,000	3,000
		15 printer cartridges black			
		8 printer cartridges color			
		20 dozen blue pens & 20 Dozen Black Pens			
		4 boxes of labels for mailings			
		15 dozen of pads of paper 8x11 -white			
		15 dozen of pads of paper 8x11 - yellow			
		10 dozen of pads of paper 5x8 - white			
		10 dozen of pads of paper 5x8 -yellow			
		30 dozen of stickie pads			
		8 toner for copier			
		other supplies as needed and not mentioned			
TOTAL			3,000	3,000	3,000

FY 2010 DETAILED BUDGET REPORT
EXPENSES

COUNCIL ON AGING - 060

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
15412	5431	Bldg Rep/Maint Supplies			
		30 cases toilet paper	4,000	4,000	4,000
		25 cases multifold paper towels			
		25 cases paper towels			
		30 cases trash liners SM.			
		10 cases disinfectant spray			
		15 cases glass cleaner			
		25 casess trash liners very large			
		test & repair fire extinguishers once a year			
		alarm company 12 months D12			
		supplies for repairs as needed			
		monthly service charge for elevator, repairs to elevator, yearly certification	8,000	8,000	8,000
TOTAL			12,000	12,000	12,000
15412	5483	Vehicle Parts & Assessories			
		parts for repairing of vans	5,000	5,000	5,000
TOTAL			5,000	5,000	5,000
15412	5491	Food			
		All COA sponsored workshops	250	250	250
		volunteer appreciation celebration	750	750	750
TOTAL			1,000	1,000	1,000
15412	5713	In State Travel/Meetings			
		NSDCOA and conference	500	500	500
		MSOA fall conference			
TOTAL			500	500	500
15412	5730	Dues and Subscriptions	1,000	1,000	1,000
		annual membership for MCOA member ship			
TOTAL			1,000	1,000	1,000
TOTAL PROPOSED			31,100	31,100	31,100

Recreation – General Administration

Mission Statement

Maximum participation and enjoyment are criteria for assessing worth of individual programs. Utilization of all available facilities in order to provide recreational involvement for all Salem Residents is the goal of the Parks and Recreation Department Staff and Administrators.

Significant Changes

In February 2009, we hosted our second Parks and Recreation Appreciation Night, during which we recognized 20 groups and individuals who donated time, money or a program to enhance our department. Eileen Dunn, our Recreation Supervisor, continued her great work, making arrangements for hundreds of programs. We continued to provide numerous special events, which resulted in our largest attendance in the past six years.

The Recreation Revolving Fund, established in 2002, enables us to cover a wide range of costs at no expense to taxpayers. It also enables us to subsidize certain activities our already-low user fees do not cover. One such activity is the youth basketball program, which annually serves more than 1,000 boys and girls. The fee to participate in the summer and winter leagues is \$25 per season. By raising money through special events and other activities, we are able to keep that fee modest and have never turned away a child due to inability to pay. Some special purchases made from the revolving fund have included: computers; a copy machine; a road race clock; a movie projector and screen; equipment for programs; an ice skating rink, a 40-x-40-foot tent for the day recreation program, new picnic tables; tables with umbrellas for the pool at Forest River Park; and funding of Awards Appreciation Night.

In addition, for the fifth consecutive year, we did citywide mailings of our two recreation (sold Adds) program booklets. The spring/summer edition and the fall/winter edition were each delivered by the U.S. Postal Service to approximately 20,000 households. These attractive publications have come to be eagerly anticipated by residents. Each spring, we get calls from residents asking when the next booklet will be available. It is distributed to key spots throughout the city and sent to public schools, along with announcements of new programs and special events.

We also recently started online registration, through the City of Salem's official Web site, to allow residents to sign up for programs and events by computer. We also made a major change in the summer day recreation program, which we relocated from Camp Naumkeag to Forest River Park. We saw a 9 percent increase in attendance and the children were able to enjoy the Forest River Park pool during each day's camping experience. The shift in location truly enhanced the summer program. Our Special events continued to grow in size as a number of them doubled in attendance. The Derby Street Mile and Olde Salem Greens races doubled in attendance in 2008 and the Wild Turkey race attracted more than a thousand runners and is the largest race on the North Shore.

We continue to offer new activities throughout the year and are determined to stay on the cutting edge of recreation on behalf of Salem residents of all ages.

Previous Fiscal Year Accomplishments

We produced two brochures, which were both mailed citywide at no cost to the taxpayer. All costs of the spring/summer brochure and fall/winter brochure, which was mailed, to 20,000 residents came from the Recreation Revolving Fund. The Recreation Revolving Fund also enabled us to purchase a movie projector, multi use copy machine, four computers, race clock timer as well as an ice rink.

- Sold ads for the brochure to raise funds to offset some of the mailing and printing.
- To maintain full services and strong programs for Salem residents of all ages at no cost to city budget thru use of Recreation Revolving fund
- To continue to offer new programs to residents of all ages and keep fees affordably to residents
- To initiate a Pooch Pass Program at the new dog park to raise funds for maintenance at the park
- Too host the second annual appreciation awards for individuals and groups who contribute to the Department and city.
- To move Recreation Day Program from Camp Naumkeag to Forest River Park this will provide a wider range of activities for the youth in Salem.
- To offer the 2008 Race series for our 5 road races to enhance each event and provide residents an opportunity to achieve personal goals.
- Fitness for all ages programs
- Pioneer Village was leased for 10 years to Gordon College
- Parking sticker's fee was changed to a lower fee for seniors and an additional \$5 fee was added for a second car in a family.
- Special events continued to grow and become traditions in the city and raise revenue for the Revolving fund. The Wild Turkey road race, Derby Mile, 5k Cross country run, One Mile swim, youth triathlons all raised significant amount of profit to subsidize other recreation programs such as kid's track meet ,swim meet and youth basketball program. Thousands of dollars have been saved since its inception in 2003 and 100's of programs has been funded. New Special events included Wicked Half marathon and New Year's Day Frosty Four Mile race.

FY 2010 Goals & Objectives

- To further enhance our online registration procedure and access information on our programs thru our website
- To maintain full services and strong programs for Salem residents of all ages at no cost to city budget thru continued use of Recreation Revolving fund
- To continue to offer new programs to residents of all ages and keep fees affordable to residents
- To continue to sell ads for the brochure to offset some of the mailing and printing costs.
- To move forward on repairs at Willows- have new roofs and repairs made at Sun houses.
- To complete the building of 5 new playgrounds- Forest River, Mack Park, Furlong park, and Dibaise and Salem Common
- To complete upgrade of pool and be in compliance to follow the Virginia Graham Act
- To improve the quality of our programs by encouraging our participants to complete the online program and instructor evaluation form
- Due to the success of the 2008-road race series, we are continuing the series in 2009.

- To offer a larger variety of cultural programs with a focus on art, music and language. (Spanish lessons, guitar lessons and more art lessons)
- With three staff members recently completing a training at SATV to use equipment, we plan on having more programs shown on SATV.

PERFORMANCE INDICATORS

170-Recreation Administration

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Overall Programs	140	168	175	200	220
Special events (Road races & Swim races) participants	1,400	2,200	2,700	2,800	3,000
Pooch passes sold			296	300	325
Park stickers sold	3,000	1,195	2,990	1,200	3,100
Pool Passes sold	1,900	1,888	1,710	1,800	1,900

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Recreation-Personnel									
16501	5111	SALARIES-FULL TIME	166,248.56	168,467.00	169,317.00	169,303.58	169,283.00	171,812.00	171,812.00
16501	5118	SEASONAL LABOR	133,932.78	157,502.00	151,652.00	135,989.20	156,386.00	156,386.00	156,386.00
16501	5131	OVERTIME (GENERAL)	1,196.07	2,000.00	2,000.00	0.00	2,000.00	2,000.00	2,000.00
16501	5141	LONGEVITY	150.00	150.00	150.00	150.00	150.00	150.00	150.00
16501	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	950.00	950.00	950.00
Total Recreation-Personnel			301,927.41	328,769.00	323,769.00	306,092.78	328,769.00	331,298.00	331,298.00
Recreation-Expenses									
16502	5211	ELECTRICITY	49,987.54	57,000.00	57,000.00	55,781.45	57,000.00	57,000.00	57,000.00
16502	5217	GAS/OIL HEAT	13,455.32	8,400.00	8,400.00	7,879.20	8,400.00	8,400.00	8,400.00
16502	5249	PARK & GROUND MAINT	0.00	30,000.00	36,640.70	30,610.26	30,000.00	30,000.00	30,000.00
16502	5251	UTILITY SERV REP & M	414.00	700.00	700.00	541.50	700.00	700.00	700.00
16502	5301	POLICE DETAIL	2,384.00	3,000.00	2,500.00	1,940.00	3,000.00	3,000.00	3,000.00
16502	5320	CONTRACTED SERVICES	11,154.96	12,000.00	12,178.60	10,349.30	12,000.00	12,000.00	12,000.00
16502	5341	TELEPHONE	4,695.50	5,000.00	5,000.00	4,991.20	5,000.00	5,000.00	5,000.00
16502	5352	POOL MAINTENANCE	11,583.50	12,000.00	11,460.70	7,570.36	12,000.00	12,000.00	12,000.00
16502	5353	HAULING FLOATS	0.00	1,400.00	850.00	237.46	1,400.00	1,400.00	1,400.00
16502	5381	PRINTING AND BINDING	290.00	1,000.00	270.00	270.00	1,000.00	1,000.00	1,000.00
16502	5421	OFFICE SUPPLIES (GEN	1,400.00	1,400.00	1,400.00	1,345.42	1,400.00	1,400.00	1,400.00
16502	5588	RECREATIONAL SUPPLIE	11,037.41	12,000.00	12,000.00	8,780.80	12,000.00	12,000.00	12,000.00
16502	5730	DUES AND SUB	180.00	210.00	210.00	150.00	210.00	210.00	210.00
16502	5846	RENOVATION & REPAIRS	5,729.42	7,500.00	7,500.00	7,095.63	7,500.00	7,500.00	7,500.00
Total Recreation-Expenses			112,311.65	151,610.00	156,110.00	137,542.58	151,610.00	151,610.00	151,610.00
170	650	Department Total	414,239.06	480,379.00	479,879.00	443,635.36	480,379.00	482,908.00	482,908.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2		E			2.0%	0.0%	52.2	52.2	2.0%	52.2	
BOLLEN DOUGLAS	170 RECREATION	16501-5111	SUPERINTENDENT	07/22/2002	74,365.06		1.0	1		1,424.62	1,424.62	74,365.06	74,365.06	1,453.11	75,852.36	75,852.36
DUNN EILEEN	170 RECREATION	16501-5111	PROGRAM SUPERVISOR	5/28/2007	39,270.11		1.0	1		752.30	752.30	39,270.11	42,270.00	767.35	40,055.51	40,055.51
THIBODEAU COLLEEN	170 RECREATION	16501-5111	P/R COMMISSION CLERK		1,200.00	B		12		100.00	100.00	1,200.00	1,200.00	100.00	1,200.00	1,200.00
WOOLLEY WILLIAM	170 RECREATION	16501-5111	ASST DIR REC & COMM SER		12,839.98		0.3	1	30%	819.92	819.92	12,839.98	12,839.98	836.32	13,096.78	13,096.78
							1.0			Total AFSCME 1818		41,607.31	41,607.31		41,607.31	41,607.31
					127,675.15		3.3	Total Full Time - 5111				169,282.46	172,282.35		171,811.96	171,811.96
	170 RECREATION	16501-5118	CASHIER KERNWOOD		10,560.00	P		40	16	12.00	14.00	10,560.00	8,960.00	14.00	10,560.00	10,560.00
	170 RECREATION	16501-5118	CASHIER KERNWOOD		10,560.00	P		40	16	12.00	10.00	10,560.00	6,400.00	10.00	10,560.00	10,560.00
	170 RECREATION	16501-5118	CASHIERS FST RVR		8,064.00	P		56	10	12.00	10.00	8,064.00	5,600.00	10.00	8,064.00	8,064.00
	170 RECREATION	16501-5118	LEAGUE DIRECTOR		4,000.00	P		1	4	1,000.00	1,000.00	2,884.00	-	1,000.00	2,884.00	2,884.00
	170 RECREATION	16501-5118	SEASONAL OFFICE		10,400.00	P		35	24	10.00	10.00	10,400.00	7,000.00	10.00	10,400.00	10,400.00
	170 RECREATION	16501-5118	INSTRUCTORS		11,200.00	P		70	10	10.00	10.00	11,200.00	7,000.00	10.00	11,200.00	11,200.00
	170 RECREATION	16501-5118	POOL MAINT		19,250.00	P		175	11	10.00	10.00	19,250.00	19,250.00	10.00	19,250.00	19,250.00
	170 RECREATION	16501-5118	LIFEGUARDS- POOL		56,700.00	P		595	9	10.00	10.00	56,700.00	53,550.00	10.00	56,700.00	56,700.00
	170 RECREATION	16501-5118	SUPERVISORS		19,200.00	P		120	10	12.00	12.00	19,200.00	14,400.00	12.00	19,200.00	19,200.00
	170 RECREATION	16501-5118	SECURITY		1,968.00	P		15	12	11.00	11.00	1,968.00	1,968.00	11.00	1,968.00	1,968.00
	170 RECREATION	16501-5118	Pool Director		5,600.00	P		40	10	10.00	18.00	5,600.00	7,200.00	18.00	5,600.00	5,600.00
					157,502.00			Total Seasonal - 5118				156,386.00	131,328.00		156,386.00	156,386.00
	170 RECREATION	16501-5131	OVERTIME		2,000.00							2,000.00	2,000.00		2,000.00	2,000.00
	170 RECREATION	16501-5141	LONGEVITY		150.00			1				150.00	150.00		150.00	150.00
	170 RECREATION	16501-5150	FRINGE		650.00			1		650.00	950.00	950.00	950.00	950.00	950.00	950.00
					2,800.00			Total Other				3,100.00	3,100.00		3,100.00	3,100.00
					287,977.15		3.3	Department Total				328,768.46	306,710.35		331,297.96	331,297.96

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.0	3.3	3.3	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old New						
LEBLANC	ALICE	170 RECREATION	16501-5111	PRINCIPAL CLERK	11131978	40,791.48	1.0	781.45	797.67					41,607.31	41,607.31	41,607.31	41,607.31	150.00
						40,791.48	1.0							41,607.31	41,607.31	41,607.31	41,607.31	150.00

FY 2010 DETAILED BUDGET REPORT
EXPENSES

RECREATION - 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16502	5211	ELECTRICITY			
		All Parks and Ballfields summaries	57,000	57,000	57,000
		Kernwood Marina, Forest River, Leavitt Street, Islands, Walkways, (22) Sprinkler Systems			
		Commercial Street			
	TOTAL		57,000	57,000	57,000
16502	5217	GAS/OIL HEAT			
		Gas, Mack Park Garage, Forest River, Leavitt Street, Oil Heat, Mack Park Office, Forest River Caretakers, Gallows Hill Caretakers, Leavitt Street, All Energy, Boston Gas, Michaud & Raymond (Boiler Cleaning)	8,400	8,400	8,400
	TOTAL		8,400	8,400	8,400
16502	5249	PARK & GROUND MAINTENANCE			
		General annual maintenance to City Parks & Playgrounds benches, signs, wood carpet, sod, clay for ballfields, irrigation supplies, backboards, rims, nets, field paint, fertilizer program, tools, lawnmower, papergoods (trash bags toilet paper), grass seed, hardware, keys, locks, lightbulbs, beach sand, infield conditioner	30,000	30,000	30,000
	TOTAL		30,000	30,000	30,000
16502	5251	UTILITY SERVICE REP & MAINT			
		Service Repairs, Alarms Repairs Water Heater Rental	700	700	700
	TOTAL		700	700	700
16502	5301	POLICE DETAIL			
		Details Forest River Gate & Pool for Season Witch House Haunted Happenings & Special Events	3,000	3,000	3,000
	TOTAL		3,000	3,000	3,000
16502	5320	CONTRACTED SERVICES			
		Cleaning Services for Mac Park, Golf Course, Willows	12,000	12,000	12,000
	TOTAL		12,000	12,000	12,000
16502	5341	TELEPHONE			
		All Park & Rec Telephone Lines 3 in Office, Parks, (2) Pool, (1) Garages (1) Kernwood Marina Long Distance Credit Card Line, Fax	5,000	5,000	5,000
	TOTAL		5,000	5,000	5,000
16502	5352	POOL MAINTENANCE			
		Opening and Closing of Forest River Pool	6,000	6,000	6,000
		Maintenance & Painting Forest River Pool	1,000	1,000	1,000
		Chlorine	5,000	5,000	5,000
	TOTAL		12,000	12,000	12,000
16502	5353	HAULING FLOATS			
		Floats set out in the Spring and brought in in the Fall at Salem Willows Pier and Kernwood Marina	1,400	1,400	1,400
	TOTAL		1,400	1,400	1,400

FY 2010 DETAILED BUDGET REPORT
EXPENSES

RECREATION - 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16502	5381	PRINTING AND BINDING			
		Letterhead, Envelopes, Brochures, etc....	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
16502	5421	OFFICE SUPPLIES (GENERAL)			
		Miscellaneous supplies needed for performance of the office and all functions	1,400	1,400	1,400
		20 cs Copier, Pens, Pads, Toner Cartridges			
TOTAL			1,400	1,400	1,400
16502	5588	RECREATIONAL SUPPLIES			
		Athletic Supplies (Balls, nets, Etc..),	5,500	5,500	5,500
		Miscellaneous supplies needed (replacement swings, etc.)	6,500	6,500	6,500
TOTAL			12,000	12,000	12,000
16502	5730	DUES AND SUBSCRIPTIONS			
		Annual Dues, Subscriptions, etc....	210	210	210
TOTAL			210	210	210
16502	5846	RENOVATIONS AND REPAIRS			
		Hardware Supplies & Equipment, Plumbing, Electrical, etc.. Needed for upkeep	7,500	7,500	7,500
		of all Parks Buildings, Garages, Kernwood Marina, Willows Cottages, Office, etc.			
		Renovations of all Parks			
TOTAL			7,500	7,500	7,500
TOTAL PROPOSED			151,610	151,610	151,610

Recreation – Golf Course

Mission Statement

Maximum participation and enjoyment are criteria for assessing worth of individual programs. Utilization of Olde Salem Greens in order to provide recreational involvement for Salem Residents is the goal of the Parks and Recreation Department Staff and Administrators.

Significant Changes

Revenues increased for the third year in a row, reaching \$570,142. In 2005, revenue came in at \$502,740 and there has been a steady increase since then. Weather played a major role in the past year, but we also made some changes by adding more special offers to increase play at slower times, and kept our prices reasonable. We received \$100,000 of capital from the city and purchased four new pieces of equipment, which replaced old equipment that was in disrepair. We purchased a rough, a fairway and a greens mower, as well as a new aerator. We completed our second year in a four-year lease of golf carts from Country Club Enterprises, which will raise our revenue share to 70 percent for Salem, while 30 percent goes to the company. We currently host 11 leagues and five tournaments. We directed the sixth annual Mayor's Cup Golf Tournament, which raised more than \$5,000, all of which went back into the golf course for improvements. We purchased new clothing to enhance sales at the pro shop and increase the potential for more revenue.

We signed a three-year lease with the Engine House Pizza restaurant to direct our concession stand. They are a local business and should enjoy a great deal of positive support from the community. A golf study was completed by Essex Golf Consultants. Some of the major recommendations of the study were to hire a golf manager or consider a private management firm. The study gave many recommendations to enhance more revenue at the course. They recommended looking into automated tee times, putting more signage up for directions in Salem, moving league play out of prime times on weekends and purchasing new equipment. The study is available for review at the Park and Recreation office.

Previous Fiscal Year Accomplishments

- Hired a golf consultant to do a study and evaluation at Olde Salem Greens to determine the best practices available and recommendation for possible outsourcing
- Hired a new company for golf concession stand.
- Raised fees for season passes to increase revenue
- Maintained daily fees to be competitive with other courses
- Enhanced Pro shop sales thru offering a wider inventory
- Continued to offer golf special weekdays from 10am to 1pm to fill slow periods.
- Continued to provide golf instruction to residents of all ages which include a golf league for kids during the summer and instruction from May to Nov.
- Held Mayor's Cup golf tournament

- We purchased 4 new pieces of equipment through the Capital money

FY 2010 Goals & Objectives

- To hire a golf manager –Pro to enhance operations per the consultants report in 2009
- Maintain daily and seasonal fees to be competitive with other courses
- Enhance Pro shop sales thru offering a wider inventory
- To continue to offer golf special weekdays from 10am to 1pm to fill slow periods and slow times weekend afternoons.
- Continue to provide free golf instruction to residents of all ages which include a golf league for kids during the summer and instruction from May to Nov.
- To conduct 7th annual Mayor's Cup golf tournament to raise funds for course
- Explore winter usage for activities such as snowshoeing, cross-country skiing, sledding and winter wonderland days
- To upgrade irrigation system to make it more efficient to save water
- To install sub surface drainage on the 3rd green which will address the wet greens

PERFORMANCE INDICATORS

170-Golf Course

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Revenue at Olde Salem Greens	525,404	546,841	570,142	550,000	550,000
Season passes sold	201	182	179	150	125
Rounds played	31,749	32,218	34,939	32,000	32,000
Round played daily fee	19,825	20,227	24,152	22,000	22,000
Rounds played by season pass holders	11,925	11,991	10,787	10,000	10,000

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Golf Course-Personnel									
16511	5111	SALARIES-FULL TIME	133,258.08	137,099.00	137,107.00	137,106.32	138,743.00	139,841.00	139,841.00
16511	5118	SEASONAL LABOR	75,488.05	86,609.00	86,601.00	78,568.90	84,359.00	84,359.00	84,359.00
16511	5131	OVERTIME (GENERAL)	3,583.13	3,000.00	3,000.00	2,917.19	3,000.00	3,000.00	3,000.00
16511	5150	FRINGE/STIPENDS	772.32	1,300.00	1,300.00	1,300.00	1,900.00	1,900.00	1,900.00
Total Golf Course-Personnel			213,101.58	228,008.00	228,008.00	219,892.41	228,002.00	229,100.00	229,100.00
Golf Course-Expenses									
16512	5211	ELECTRICITY	9,754.92	11,500.00	11,500.00	11,158.54	11,500.00	11,500.00	11,500.00
16512	5217	GAS/OIL HEAT	7,421.09	9,000.00	7,600.00	7,194.57	9,000.00	9,000.00	9,000.00
16512	5270	RENTAL & LEASE	26,813.18	23,000.00	26,040.55	22,611.52	23,000.00	23,000.00	23,000.00
16512	5320	CONTRACTED SERVICES	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
16512	5341	TELEPHONE	3,001.62	3,500.00	3,500.00	3,422.81	3,500.00	3,500.00	3,500.00
16512	5354	IRRIGATION SYSTEM MA	4,026.82	4,500.00	3,715.18	3,556.94	4,500.00	4,500.00	4,500.00
16512	5421	OFFICE SUPPLIES (GEN	175.59	500.00	500.00	500.00	500.00	500.00	500.00
16512	5431	BLDG REP/MAINT SUPPL	3,197.78	3,500.00	3,500.00	3,245.70	3,500.00	3,500.00	3,500.00
16512	5461	GROUNDSKEEPING SUPPL	15,769.56	18,000.00	18,000.00	17,791.59	18,000.00	18,000.00	18,000.00
16512	5581	SOUVENIRS	5,827.42	9,000.00	8,718.27	7,662.68	9,000.00	9,000.00	9,000.00
16512	5730	DUES AND SUB	900.00	1,000.00	900.00	900.00	1,000.00	1,000.00	1,000.00
16512	5846	RENOVATION & REPAIRS	9,173.06	10,000.00	10,000.00	8,680.59	10,000.00	10,000.00	10,000.00
16512	5860	EQUIPMENT	5,666.54	6,000.00	5,526.00	5,156.84	6,000.00	6,000.00	6,000.00
Total Golf Course-Expenses			96,727.58	99,500.00	99,500.00	91,881.78	99,500.00	99,500.00	99,500.00
170	651	Department Total	309,829.16	327,508.00	327,508.00	311,774.19	327,502.00	328,600.00	328,600.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
DREW	RICHARD	170 GOLF COURSE	16511-5111 GOLF COURSE SUPT	04301983	54,902.75		E	1		1,051.78	1,051.78	54,902.75	54,902.75	1,072.81	56,000.81	56,000.81
								2.0								
										Total AFSCME 1818		83,839.75	83,839.75		83,839.75	83,839.75
					54,902.75			3.0	Total Full Time - 5111			138,742.50	138,742.50		139,840.56	139,840.56
2 Seasonal Lab	170 GOLF COURSE	16511-5118	SEASONAL LABORER		9,189.00	P		30	37 Wks	10.00	10.00	6,939.00	6,939.00	10.00	6,939.00	6,939.00
2 Seasonal	170 GOLF COURSE	16511-5118	CUSTODIAN/CARTS		7,400.00	P		20	37 Wks	10.00	10.00	7,400.00	7,400.00	10.00	7,400.00	7,400.00
3 Starters	170 GOLF COURSE	16511-5118	STARTER		24,050.00	P		65	37 Wks	10.00	10.00	24,050.00	24,050.00	10.00	24,050.00	24,050.00
3 Cashiers	170 GOLF COURSE	16511-5118	CASHIER		23,310.00	P		63	37 Wks	10.00	10.00	23,310.00	23,310.00	10.00	23,310.00	23,310.00
1 Head Cashier	170 GOLF COURSE	16511-5118	HEAD CASHIER		20,160.00	P		40	42 Wks	12.00	12.00	20,160.00	20,160.00	12.00	20,160.00	20,160.00
1 Ranger	170 GOLF COURSE	16511-5118	RANGER		2,500.00	P		12.5	10 Wks	10.00	10.00	2,500.00	2,500.00	10.00	2,500.00	2,500.00
					86,609.00				Total Seasonal - 5118			84,359.00	84,359.00		84,359.00	84,359.00
	170 RECREATION	16511-5131	OVERTIME		3,000.00							3,000.00	3,000.00		3,000.00	3,000.00
	170 RECREATION	16511-5150	FRINGE		1,300.00			2.0		650.00	950.00	1,900.00	1,900.00	950.00	1,900.00	1,900.00
					145,811.75			3.0	Department Total			228,001.50	228,001.50		229,099.56	229,099.56

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	3.0	3.0	3.0	0.0

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET	F	Rate	Rate	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
					FY 2009	T	FY 2009	FY 2010	Date	Rate	# Wks	Dept 10% Reduction		Mayor	Council		
					52.2	E	2.0%	2.0%	Old	Now	FY 2010	FY 2010		FY 2010	FY 2010		
CASTONGUAY WILLIAM	170 GOLF COURSE	16511-5111	Sr Pesticide/Groundskeeper	04241969	42,683.46	1.0	817.69	834.04					43,537.13	43,537.13	43,537.13	43,537.13	
GALLAGHER MICHAEL	170 GOLF COURSE		MAINT CRAFTSMAN II/III	4/17/07	39,512.37	1.0	756.94	772.08					40,302.62	40,302.62	40,302.62	40,302.62	
					82,195.84	2.0						83,839.75	83,839.75	83,839.75	83,839.75	-	

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

GOLF COURSE - 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16512	5211	ELECTRICITY			
		Golf Course, Willson Street Lights around Rotary and up the Hill, Clubhouse, Workshop, Garage,	11,500	11,500	11,500
	TOTAL		11,500	11,500	11,500
16512	5217	GAS/OIL HEAT			
		Oil for Clubhouse and Garages	9,000	9,000	9,000
		Gas & Carrier Charges			
	TOTAL		9,000	9,000	9,000
16512	5270	RENTAL AND LEASE			
		Leasing contract for Golf Carts @ 53%	23,000	23,000	23,000
	TOTAL		23,000	23,000	23,000
16512	5341	TELEPHONE			
		Clubhouse Line, Garage, Pay Phone outside Clubhouse			
		Register, Fax Line, Credit Card Line, Computer Line	3,197	3,197	3,197
		Long Distance charges	303	303	303
	TOTAL		3,500	3,500	3,500
16512	5354	IRRIGATION SYSTEMS MAINTENANCE			
		Toro Irrigation Parts, Conversion Assemblies, Valves,	4,500	4,500	4,500
	TOTAL		4,500	4,500	4,500
16512	5421	OFFICE SUPPLIES			
		Copier Paper, Printing of Tickets, Paper, Pens, Toner Cartridges, Register Tape	500	500	500
	TOTAL		500	500	500
16512	5431	BUILDING REPAIRS/MAINTENANCE SUPPLIES			
		Alarms, Plumbing, Electrical, Custodial Supplies, Hardware Supplies, Cable, All that is needed to keep Clubhouse, Workshop, and Garages repaired and maintained	3,500	3,500	3,500
	TOTAL		3,500	3,500	3,500
16512	5461	GROUNDSKEEPING SUPPLIES			
		Goundskeeping Supplies -			
		Fertilizer, Loam, Mulch	4,750	4,750	4,750
		Chemicals	10,650	10,650	10,650
		Grass Seeds, Flowers, Trees, Shrubery, etc...	2,600	2,600	2,600
	TOTAL		18,000	18,000	18,000
16512	5581	SOUVENIRS			
		This line is funded through R/Res transfers during the year	9,000	9,000	9,000
	TOTAL		9,000	9,000	9,000
16512	5730	DUES AND SUBSCRIPTIONS			
		Annual Dues, Special Licenses (Chemicals, Pesticide) MGA Dues	1,000	1,000	1,000
	TOTAL		1,000	1,000	1,000

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

GOLF COURSE - 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16512	5846	RENOVATIONS AND REPAIRS			
		Maintenance of all Golf Course Equipment - Rental of Equipment	10,000	10,000	10,000
		Equipment Repair Parts, vehicle repairs added			
		Hardware & Tools Supplies, Locks			
		Repairs to Garage or Clubhouse,			
TOTAL			10,000	10,000	10,000
16512	5860	EQUIPMENT			
		New Equipment needed to maintain the Golf Course in good condition	6,000	6,000	6,000
		All Equipment is dated 1985 and before - should be replaced			
TOTAL			6,000	6,000	6,000
TOTAL PROPOSED			99,500	99,500	99,500

Recreation – Witch House

Mission Statement

The Witch House, a seventeenth century mansion owned by the City of Salem Park and Recreation Department, is a historic site offering public tours, educational programs and historical interpretation. It is dedicated to preserving and interpreting the social history and material culture of this era as well as providing information about the Salem Witchcraft Trials of 1692 and their connection to the house's long time owner, Judge Jonathan Corwin. The Witch House, which is listed on the National Register of Historic Places as part of Salem's McIntire District, was built between 1642 and 1675 and is the only building in surviving in Salem today, with direct ties to the trials. It was restored to its current seventeenth century appearance in 1945 by Historic Salem Incorporated, and was opened to the public in 1947. The Witch House is committed to providing an exemplary tradition of public access that exhibits history, architecture, and the house's collection in an engaging and relevant format.

Significant Changes

FY08 witnessed the embarkation of the long anticipated Handicap Accessibility modifications to the Witch House. During July of 2008 Phase 1 of the wheelchair access ramp was completed. Further interior access modifications are slated to be worked on January of 2009. This was accomplished by a CDBG grant.

Previous Fiscal Year Accomplishments

- Witch House accomplishments for FY08 include completing the ENHC Category Three Grant Requirements and receipt of a Historic Site Report from the architectural historian Bill Finch of Finch and Rose. This information coupled with the CAP Assessment due by June 2009, will give the Witch House a body of information to draw upon for the purposes of determining the house's structural changes and alterations over the years. This information will also help dictate the house's preservation.
- The Witch House did continue involvement in three of its events established in prior years. One of these events was part of the Family Program Series and titled Hearth and Field Day. The Witch House lawn was very much occupied with Witch House staff and a troupe of 18th century re-enactors demonstrating colonial games and crafts.
- The second event was Heritage Days, held at Derby Wharf, where Witch House staff assisted children and interacted with participants while demonstrating a sundial craft.
- The final event repeated from last year was Eerie Evenings, the Witch House's annual theatrical event. With ticket sales at \$12,250 the house maintained accrued revenue expectations for the month of October.
- The House participated in new program titled "17th Century Saturdays", sponsored by GoNorth, designed to encourage knowledge, awareness and appreciation of our unique heritage.

FY 2010 Goals & Objectives

- To oversee completion of the Handicap Accessibility Project.
- To oversee completion of roof replacement.
- To oversee completion of bulk-head door replacement and basement window seals initiated in November 2008. This group of repairs will address all known leakage issues for the Witch House, effectively making the house leak free for the first time in at least ten years. In his 1998 Preservation Plan created for the City of Salem, Bill Finch called attention to the importance of these repairs. It will be an accomplishment, indeed, to have them properly cared for.
- To establish a viable web presence capable of online commerce. At www.witchhouse.info, the Witch House will be making the gift shop products available over the internet. It is an opportunity to showcase the offerings of local artists as well as potentially provide income for the house despite the season.
- To begin planning the filming of a series of instructional videos that will be available to educators. The first subject being childhood in the 17th century. The first concentration and focus being games. The hoped for outcome of the series would be to depict what life was truly like for our young forefathers. Accurately portraying dress, education, play, pastimes and the day to day realities and hardships they faced. Another important result of these videos would be the development of a collection of antique skill instruction and a record of individuals knowledgeable in their execution.
- To increase attendance and revenue to the Witch House by improving trial information through tour content and material display. Our educational tours will be augmented and enhanced by the addition of a program titled "Judgement Days", a program comprised of lessons tailored to student's grade level that will teach them of the many facets of the events, proceedings and consequences of the trials of 1692.

PERFORMANCE INDICATORS

170-Witch House

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Revenue at Witch House	153,732	168,899	176,580	177,000	180,000
Attendance	19,623	18,085	19,612	20,000	21,000
Erie events attendance	1,338	1,311	1,301	1,400	1,450

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Witch House-Personnel									
16521	5118	SEASONAL LABOR	64,874.90	74,066.00	69,066.00	67,899.00	74,066.00	74,066.00	74,066.00
Total Witch House-Personnel			64,874.90	74,066.00	69,066.00	67,899.00	74,066.00	74,066.00	74,066.00
Witch House-Expenses									
16522	5211	ELECTRICITY	4,834.35	5,000.00	5,000.00	4,866.27	5,000.00	5,000.00	5,000.00
16522	5215	NATURAL GAS	2,412.65	2,500.00	2,500.00	2,118.86	2,500.00	2,500.00	2,500.00
16522	5241	BUILDING MAINTENANCE	2,635.47	3,000.00	3,000.00	2,511.99	3,000.00	3,000.00	3,000.00
16522	5306	ADVERTISING	6,910.70	7,500.00	7,500.00	6,025.00	7,500.00	7,500.00	7,500.00
16522	5320	CONTRACTED SERVICES	13,702.36	15,380.00	15,380.00	7,573.26	15,380.00	15,380.00	15,380.00
16522	5341	TELEPHONE	1,684.53	2,500.00	2,500.00	1,662.93	2,500.00	2,500.00	2,500.00
16522	5381	PRINTING AND BINDING	1,720.46	3,400.00	3,400.00	1,162.00	3,400.00	3,400.00	3,400.00
16522	5421	OFFICE SUPPLIES (GEN	8,311.95	9,000.00	9,000.00	6,891.75	9,000.00	9,000.00	9,000.00
16522	5581	SOUVENIRS	13,670.25	15,000.00	15,000.00	12,911.44	15,000.00	15,000.00	15,000.00
16522	5780	OTHER EXPENSES	598.10	1,000.00	1,000.00	930.00	1,000.00	1,000.00	1,000.00
Total Witch House-Expenses			56,480.82	64,280.00	64,280.00	46,653.50	64,280.00	64,280.00	64,280.00
170	652	Department Total	121,355.72	138,346.00	133,346.00	114,552.50	138,346.00	138,346.00	138,346.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
3 Cashiers	170 WITCH HOUSE	16521-5118	CASHIER WITCH HOUSE		45,792.00	P		2862		16.00	-	-	-	-	-	-
Guides	170 WITCH HOUSE	16521-5118	GUIDES WITCH HOUSE		22,264.00	P		2024		11.00	-	-	-	-	-	-
4 Interns	170 WITCH HOUSE	16521-5118	INTERNS		6,009.60	P		1920		3.13	-	-	-	-	-	-
	170 WITCH HOUSE	16521-5118	Witch House Manager			P		40	28	16.00	16.00	17,920.00	17,920.00	16.00	17,920.00	17,920.00
	170 WITCH HOUSE	16521-5118	Witch House Manager			P		18	24	16.00	16.00	6,912.00	6,912.00	16.00	6,912.00	6,912.00
	170 WITCH HOUSE	16521-5118	Gift Shop Cashier			P		52.5	28	10.00	10.00	14,700.00	14,700.00	10.00	14,700.00	14,700.00
	170 WITCH HOUSE	16521-5118	Admissions Cashier (Weekends)			P		15	28	10.00	10.00	4,200.00	4,200.00	10.00	4,200.00	4,200.00
	170 WITCH HOUSE	16521-5118	Tour Guides			P		52.5	5	10.00	10.00	2,625.00	2,625.00	10.00	2,625.00	2,625.00
	170 WITCH HOUSE	16521-5118	Tour Guides			P		52.5	23	10.00	10.00	18,975.00	18,975.00	10.00	18,975.00	18,975.00
	170 WITCH HOUSE	16521-5118	Interns Stipends			P						3,734.00	3,734.00		3,734.00	3,734.00
	170 WITCH HOUSE	16521-5118	Other Seasonal			P						5,000.00	-		5,000.00	5,000.00
					74,065.60	Total Seasonal - 5118						74,066.00	69,066.00		74,066.00	74,066.00
					74,065.60	0.0	Department Total					74,066.00	69,066.00		74,066.00	74,066.00

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.0	0.0	0.0	0.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

WITCH HOUSE 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16522	5211	ELECTRICITY			
		Mass Electric Alarms	5,000	5,000	5,000
TOTAL			5,000	5,000	5,000
16522	5215	NATURAL GAS			
		Natural Gas Witch House Allenergy (Carrier)	2,500	2,500	2,500
TOTAL			2,500	2,500	2,500
16522	5241	BUILDING MAINTENANCE			
		Floor Mat Rental & Cleaning, Renovation of Several Rooms and Public Restroom, Painting, etc... Flowers, Corn Stalks (Halloween), Xmas wreaths Custodial Supplies, Paper Goods, Locks, Curtains	3,000	3,000	3,000
TOTAL			3,000	3,000	3,000
16522	5306	ADVERTISING			
		Advertising in Visitor Guide Advertising in Trolley Advertising Maps, North of Boston County Newspapers for Haunted Happenings & Heritage Days	7,500	7,500	7,500
TOTAL			7,500	7,500	7,500
16522	5320	CONTRACTED SERVICES			
		Haunted City Programs Actors, Specialists, All Participants	15,380	15,380	15,380
TOTAL			15,380	15,380	15,380
16522	5341	TELEPHONE			
		Witch House Telephone Long Distance Service Charge Card Line, Fax, New Register, Computer, etc..	2,500	2,500	2,500
TOTAL			2,500	2,500	2,500
16522	5381	PRINTING & BINDING			
		Haunted City Flyers, Brochures, Posters Admittance Tickets, Program Flyers	3,400	3,400	3,400
TOTAL			3,400	3,400	3,400

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

WITCH HOUSE 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16522	5421	OFFICE SUPPLIES			
		General Supplies, Paper Bags, Sales Tags, Copier Paper	9,000	9,000	9,000
		New Cash Register, Computer, Tapes, Ink, Ribbons			
TOTAL			9,000	9,000	9,000
16522	5581	SOUVENIRS			
		Gift shop inventory for resale	15,000	15,000	15,000
TOTAL			15,000	15,000	15,000
16522	5780	OTHER EXPENSES			
		Supplies & Costumes needed for Haunted City Program	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
TOTAL PROPOSED			64,280	64,280	64,280

Recreation – Winter Island

Mission Statement

Provide quality recreation services at Winter Island Park, offering a diverse range of maritime activities at competitive prices, while maintaining economic self-sufficiency and compatibility with community standards and expectations.

Significant Changes

Winter Island enjoyed a very busy season from May through October. This was the third year in which a manager was not on duty during the winter months. Despite that absence, Winter Island enjoyed one of its best revenue years. Revenue in 2003 was \$224,000. It decreased to \$199,000 in 2006, but for 2007 it rose to \$226,000 and in 2008 revenue reached \$245,000. Favorable weather played a significant role in the revenue increase, attracting more boating and camping activity to the island. This past year also saw the start of Sail Salem. Sail Salem is a new program, directed by Salem resident Dave Smith, which is designed to teach children how to sail. The program is similar the Community Boating Program on the Charles River in Boston, where the fee for a child is \$1 per year. Sail Salem is a non-profit organization and had 200 young people in its program. Its goal, next year, is to have 400 youngsters in the program. Sail Salem have conducted fundraisers and sold adult memberships to the program to subsidize it for children. The program earned excellent reviews in its first year. The function hall continues to stay busy for rentals on weekends. The water taxi business will have to respond to a Request for Proposals in 2009. It serves an important safety service in bringing boaters out to their moorings. Boat storage is being considered for next winter as a revenue-producer, and the island continues to be a jewel on the North Shore. The Rebel Shakespeare drama program returned for its fifth season and more Salem residents have joined the program.

Previous Fiscal Year Accomplishments

- Initiate a sailing program for Salem residents (Sail Salem)
- Continue Water Taxi service to moorings
- To increase use of facilities and rentals.
- To implement Harbormaster's boats storage plan during the winter months.
- Replace old doors at bath houses, place new door at Function hall.

FY 2010 Goals & Objectives

- To increase use of facilities and rentals.
- To increase the boats storage program during the winter months.

- To maintain and upgrade all floats
- Repair motor on the Hanger door
- To find funding to have a master plan of the island done
- Increase membership and usage in the Sail Salem program

PERFORMANCE INDICATORS

170-Winter Island

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Revenue at Winter Island	199,415	226,808	245,727	250,000	255,000

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Winter Island-Personnel									
16991	5111	SALARIES-FULL TIME	0.00	0.00	0.00	316.17	0.00	35,471.00	35,471.00
16991	5118	SEASONAL LABOR	94,010.96	94,757.00	94,757.00	94,971.82	94,757.00	59,982.00	59,982.00
Total Winter Island-Personnel			94,010.96	94,757.00	94,757.00	95,287.99	94,757.00	95,453.00	95,453.00
Winter Island-Expenses									
16992	5211	ELECTRICITY	19,803.08	24,000.00	24,000.00	23,260.31	24,000.00	24,000.00	24,000.00
16992	5217	GAS/OIL HEAT	5,890.81	6,000.00	6,000.00	5,804.47	6,000.00	6,000.00	6,000.00
16992	5249	GROUND MAINTENANCE	5,309.48	5,500.00	5,500.00	5,266.95	5,500.00	5,500.00	5,500.00
16992	5306	ADVERTISING	599.00	1,000.00	1,000.00	624.00	1,000.00	1,000.00	1,000.00
16992	5341	TELEPHONE	1,976.64	2,000.00	2,000.00	1,990.32	2,000.00	2,000.00	2,000.00
16992	5421	OFFICE SUPPLIES (GEN	500.00	500.00	500.00	476.48	500.00	500.00	500.00
16992	5440	STORE INVENTORY	10,813.39	11,000.00	12,960.01	11,049.94	11,000.00	11,000.00	11,000.00
16992	5846	RENOVATION & REPAIRS	888.34	3,000.00	3,000.00	1,996.17	3,000.00	3,000.00	3,000.00
16992	5860	EQUIPMENT	2,973.07	3,000.00	1,039.99	39.99	3,000.00	3,000.00	3,000.00
Total Winter Island-Expenses			48,753.81	56,000.00	56,000.00	50,508.63	56,000.00	56,000.00	56,000.00
170	699	Department Total	142,764.77	150,757.00	150,757.00	145,796.62	150,757.00	151,453.00	151,453.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
ARNOLD CHARLIE	170 WINTER ISLAND	16991-5111	ASSISTANT MANAGER		34,774.99	P	1.0			666.19	666.19	34,774.99	34,774.99	679.51	35,470.49	35,470.49
					34,774.99		1.0	Total Full Time - 5111				34,774.99	34,774.99		35,470.49	35,470.49
170 WINTER ISLAND		16991-5113	CASHIER-OPEN SEASON		5,616.00	P		24	26	9.00	9.00	5,616.00	5,616.00	9.00	5,616.00	5,616.00
170 WINTER ISLAND		16991-5118	GATEKEEPERS		27,144.00	P		116	26	9.00	9.00	27,144.00	27,144.00	9.00	27,144.00	27,144.00
170 WINTER ISLAND		16991-5118	LABORER		18,902.00	P		120	26	9.00	9.00	18,902.00	18,902.00	9.00	18,902.00	18,902.00
170 WINTER ISLAND		16991-5118	OFFICE/STORE		8,320.00	P		32	26	10.00	10.00	8,320.00	8,320.00	10.00	8,320.00	8,320.00
					59,982.00			Total Seasonal- 5118				59,982.00	59,982.00		59,982.00	59,982.00
					94,756.99		1.0	Department Total				94,756.99	94,756.99		95,452.49	95,452.49

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.0	0.0	1.0	1.0

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

WINTER ISLAND - 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16992	5211	ELECTRICITY			
		Winter Island Road Lights, Office, Function Hall, Camp Store, All Camp Sites, Park Lights, 10 Accounts	24,000	24,000	24,000
TOTAL			24,000	24,000	24,000
16992	5217	GAS/OIL HEAT			
		Propane Gas for all Camp Sites Gas Tank Rentals	6,000	6,000	6,000
TOTAL			6,000	6,000	6,000
16992	5249	GROUND MAINTENANCE			
		Supplies and Equipment for Ground work, Hardware The Shed Portable Restroom Custodial Supplies, Paper Goods Exterminators Services	5,500	5,500	5,500
TOTAL			5,500	5,500	5,500
16992	5306	ADVERTISING			
		Salem Maps, Salem Tourism & Cultural Advertising Essex County Newspapers, North of Boston, etc....	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
16992	5341	TELEPHONE			
		Telephone Line (1) AT&T, Verizon Long Distance Cove Communications Credit Card Line, Computer Line, Fax Line	2,000	2,000	2,000
TOTAL			2,000	2,000	2,000
16992	5421	OFFICE SUPPLIES			
		General Supplies for Office Functions Copier Paper, Pads, Pens, & Supplies in order for the Office to Function	500	500	500
TOTAL			500	500	500
16992	5440	STORE INVENTORY			
		Camp store inventory for resale	11,000	11,000	11,000
TOTAL			11,000	11,000	11,000

FY 2010 DETAILED BUDGET REPORT
EXPENSES

WINTER ISLAND - 170

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
16992	5846	RENOVATIONS AND REPAIRS			
		Repairs to Equipment, Buildings, Camp Sites, Function Hall, Office, Hangar, etc...	3,000	3,000	3,000
		Upkeep of all Buildings, motor vehicle repair			
TOTAL			3,000	3,000	3,000
16992	5860	EQUIPMENT			
		Equipment needed for Groundskeeping & upkeep of all Camp Sites and Park	3,000	3,000	3,000
TOTAL			3,000	3,000	3,000
TOTAL PROPOSED			56,000	56,000	56,000

Veterans Services

Mission Statement

The Veterans Services Department provides Services & Benefits to Veterans and their dependents. As the Director of Veterans Services, assistance, guidance and advocacy are given to those who seek and apply for Federal help from the Department of Veterans Affairs. As the Veterans Agent, State Benefits for Veterans are provided under M.G.L. Chap. 115. These benefit costs are reimbursed to the City of Salem. (.75 to the dollar)

Significant Changes

The State has mandated new eligibility of “peace-time” veterans; as well as the increase of “poverty-level” elderly/needy veterans. This has doubled the Veterans Benefits being applied for and given out. With the return of many Iraq & Afghanistan veterans we will experience twice more applications for help. These additional increases have necessitated the need to request for an additional part-time driver and more monies to pay for Veterans Benefits.

Previous Fiscal Year Accomplishments

- Our Department has seen a doubling of the applicants and requests for services and benefits in the past year. We have been able to respond and administer these additional duties without seeking help.
- Our office made the necessary arrangements to receive two additional office assistants, at no costs to the City of Salem. These two part-time works are from Operation Able and are paid from Federal Funds. The savings of the costs of these “free” office workers is \$20,000.00 in salaries & benefits to the city.

FY 2010 Goals & Objectives

- Continue to advocate for Veterans in their need for Services from the Federal Department of Veterans Affairs. Especially important is to increase our outreach within the Vet Centers and at other “service providers”, who will administer to veterans; the costs and services which the City could void.
- Double our department’s transportation availability. With the new eligibility guidelines a vast number of veterans and their surviving widows are now able to apply for Healthcare from the Veterans Services Department. By enrolling them in V.A. Healthcare and transporting them to the V.A. Facilities, the city can hope to avoid having to pick up the costs of these eligible veterans who might opt for local hospital care and local prescription drug purchases.
- Work with the many existing volunteer groups and community agencies; in a search to find services and “free help” which can be used and expanded upon to pay for man-power hours and/or costly health/rehab services.
- Maximize all time and effort in seeking a sensible approach to control the costs of providing healthcare to our aging veteran community; as well as the young veterans returning home. As the state increases the numbers of eligible “peace-time” veterans, it means more applications of these elderly “peace-time” & “poverty-level” veterans will seek help. More time and effort will be needed to educate the veteran community and get them enrolled in V.A. Healthcare. Hopefully the “steering-away” from local hospitalization and nursing home/rehab use will cut the city’s liability to pay.

PERFORMANCE INDICATORS

280-Veterans

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of Cases	83	119	102	200	275
Dollors in Benefits expended	43,205	98,998	82,844	175,000	225,000
Amount reimbursed to the City from the State	33,451	74,249	64,123	130,000	168,000
% Authorized by the State (75% max. allowed)	72.0%	75.0%	74.9%	74.9%	75.0%

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Veterans Services-Personnel									
15431	5111	SALARIES-FULL TIME	47,835.38	48,790.00	48,790.80	48,790.80	48,790.00	49,765.00	49,765.00
15431	5113	SALARIES-PART TIME	20,382.67	21,262.00	21,261.20	20,376.70	21,262.00	21,687.00	21,687.00
Total Veterans Services-Personnel			68,218.05	70,052.00	70,052.00	69,167.50	70,052.00	71,452.00	71,452.00
Veterans Services-Expenses									
15432	5249	GROUND MAINTENANCE	998.31	1,000.00	1,000.00	989.40	1,000.00	1,000.00	1,000.00
15432	5341	TELEPHONE	1,117.65	1,500.00	1,500.00	990.00	1,500.00	1,500.00	1,500.00
15432	5421	OFFICE SUPPLIES (GEN	975.12	1,000.00	1,000.00	990.95	1,000.00	1,000.00	1,000.00
15432	5710	IN STATE TRAVEL/MEETINGS	1,484.22	2,000.00	1,600.00	1,270.34	2,000.00	2,000.00	2,000.00
15432	5770	VETERANS BENEFITS	78,257.44	70,000.00	153,722.00	134,802.28	70,000.00	106,000.00	106,000.00
15432	5788	VETERANS DAY	2,212.91	2,500.00	2,900.00	2,020.60	2,500.00	2,500.00	2,500.00
15432	5796	CARE OF GRAVES	2,689.50	2,700.00	2,700.00	2,689.50	2,700.00	2,700.00	2,700.00
15432	5851	OFFICE EQUIPMENT	641.72	500.00	500.00	470.63	500.00	500.00	500.00
Total Veterans Services-Expenses			88,376.87	81,200.00	164,922.00	144,223.70	81,200.00	117,200.00	117,200.00
280	543	Department Total	156,594.92	151,252.00	234,974.00	213,391.20	151,252.00	188,652.00	188,652.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
MARTINEAU	JEAN-GUY	280 VETERANS AGENT	15431-5111 VETERANS AGENT	04041991	48,789.03		1.0	1		934.66	934.66	48,789.03	48,789.03	953.35	49,764.81	49,764.81
					48,789.03		1.0	Total Full Time - 5111				48,789.03	48,789.03		49,764.81	49,764.81
ROCHON	BARBARA	280 VETERANS AGENT	15431-5113 PRINCIPAL CLERK-PT		11,144.69			10 Hours		213.50	213.50	11,144.69	11,144.69	217.77	11,367.58	11,367.58
MERRY	MICHALE	280 VETERANS AGENT	15431-5113 PART TIME DRIVER		10,116.36			19 Hours		10.20	10.20	10,116.36	10,116.36	10.40	10,318.69	10,318.69
					21,261.05			Total Part Time - 5113				21,261.05	21,261.05		21,686.27	21,686.27
					70,050.08		1.0	Department Total				70,050.08	70,050.08		71,451.08	71,451.08

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	1.0	1.0	1.0	0.0

FY 2010 DETAILED BUDGET REPORT
EXPENSES

VETERANS - 280

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
15432	5249	GROUND MAINTENANCE FLAGS FOR GRAVES	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
15432	5341	TELEPHONE MCI VERIZON	300	300	300
TOTAL			1,200	1,200	1,200
15432	5421	OFFICE SUPPLIES GENERAL	1,500	1,500	1,500
		RENTAL OF WATER COOLER AND FRIDGE	85	85	85
		BUSINESS CARDS	50	50	50
		TONER FOR COPIER 3@ 65.00	195	195	195
		HANGING FOLDER 10 BOXES @ 6.88	69	69	69
		BROWN ENVELOPES 8 BOXES @ 8.87	71	71	71
		CALENDERS 4@10.25	41	41	41
		CARTIDGE TAPES FOR LABEL MACHINE 12 @ 4.41	53	53	53
		PENS - BLACK 10 BOXES @ 7.00	70	70	70
		OFFICE SUPPLIES AS NEEDED NOT MENTIONED	366	366	366
TOTAL			1,000	1,000	1,000
15432	5710	IN STATE TRAVEL, MEETING TRANSPORTATION TO VA HOSPITALS, TOLLS,PARKING, ETC.	2,000	1,000	2,000
TOTAL			2,000	1,000	2,000
15432	5770	VETERANS BENEFITS			
		MEDICAL AND FOOD ORDERS	20,000	20,000	20,000
		BENEFITS FOR VETERANS AND EMERGENCY SHELTER FOR VETERANS	50,000	35,875	50,000
		Increased based on 3 year average of expenditures - per Mayor			36,000
TOTAL			70,000	55,875	106,000
15432	5788	VETERANS DAY			
		FLOWERS	385	385	385
		COLLATION	725	725	725
		PARADE	200	200	200
		MEMORIAL DAY AND OTHER CITY EVENTS	1,190	1,190	1,190
TOTAL			2,500	2,500	2,500
15432	5796	CARE OF GRAVES			
		PAYMENTS TO HARMONY GROVE FOR PERPETUAL CARE OF GRAVE	2,700	2,700	2,700
TOTAL			2,700	2,700	2,700
15432	5851	OFFICE EQUIPMENT			
		TYPEWRITER REPAIRS	60	60	60
		MAINTENANCE FEE FOR COPIER (DOES NOT INCLUDE A DRUM)	250	250	250
		OTHER EQUIPMENT AS NEEDED SUCH AS DRUM FOR COPIER AND TYPEWRITER	190	190	190
TOTAL			500	500	500
TOTAL PROPOSED			81,200	66,075	117,200

School

Mission Statement

By being focused in everything we do, by fostering the best teaching and learning practices, and by using the rich resources of the Salem community, the mission of the Salem Public Schools is to inspire students to realize their full potential and to prepare them to function successfully in a complex world.

Significant Changes

- Programs to return special needs students placed outside the district have reduced those numbers by 33% in the past three years.
- Capacity for special education programs continues to expand with additional sections added to work with needy students
- Reduction in Salem Public Schools staffing continues to help close budget shortfall for FY 2010
- Pre-AP program commences at middle and high school levels
- Planning commences for “Readiness School” cooperation with Salem State College
- Completion of K-5 to K-8 transition at Saltonstall

Previous Fiscal Year Accomplishments

- Maintenance of sound fiscal management procedures and oversight in the Salem Public Schools’ business office
- Grade 10 MCAS science scores among the highest on the North Shore
- Implementation of expansion of K-8 model to Saltonstall School
- Expansion of Advanced Placement course offerings at Salem High School
- Improvement of curriculum, instruction, and material support of vocational-technical education programs
- Institute a “credit recovery” program to reduce failure of some students to complete high school

FY 2010 Goals & Objectives

- Develop a five-year strategic plan for Salem Public Schools
- Implement training year for more effective laboratory instruction in Grades 6-8 science
- Realize continued cost management in special education programs
- Continue to expand Advanced Placement course offerings at Salem High School
- Continue to improve operation of Salem Public Schools vocational-technical programs
- Complete planning for “Readiness School” program

PERFORMANCE INDICATORS

250-School

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of Students	4,744	4,573	4,404	4,475	4,589
Number of Graduates	255	269	254	260	304
Number of Teachers	477	484	479	475	472
10th Graders Passing MCAS-ELA for Graduation	90%	85%	94%		
10th Graders Passing MCAS-Math for Graduation	85%	79%	85%		
10th Graders Passing MCAS-Science			90%		

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Admin/Supp- Schl Comm-Psnl									
13032020	5160	CLERICAL	17,063.11	18,977.00	18,977.00	17,694.49	19,357.00	19,357.00	19,357.00
13032040	5117	ADMINISTRATIVE	132,999.88	133,000.00	133,000.00	133,000.00	133,000.00	133,000.00	133,000.00
13032040	5160	CLERICAL	53,140.87	56,294.00	56,294.00	56,524.84	57,404.00	57,404.00	57,404.00
13032040	5163	PARAPROFESSIONALS	5,699.83	0.00	0.00	0.00	0.00	0.00	0.00
13032060	5117	ADMINISTRATIVE	95,000.10	100,815.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00
13032060	5160	CLERICAL	46,412.51	49,036.00	49,036.00	49,226.55	50,107.00	50,107.00	50,107.00
Total	Admin/Supp-Asst Super-Psnl		350,316.30	358,122.00	367,307.00	366,445.88	369,868.00	369,868.00	369,868.00
Admin/Supp- Schl Comm-Exp									
13032021	5320	CONTRACTED SERVICES	579.60	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
13032021	5421	OFFICE SUPPLIES (GEN	0.00	400.00	400.00	400.00	400.00	400.00	400.00
13032041	5320	CONTRACTED SERVICES	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
13032041	5421	OFFICE SUPPLIES (GEN	571.84	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
13032041	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13032041	5780	OTHER EXPENSES	1,150.51	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
13032061	5421	OFFICE SUPPLIES (GEN	500.00	500.00	500.00	499.05	500.00	500.00	500.00
13032061	5712	EXPENSE REIMBURSE	0.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Total	Admin/Supp-Asst Super-Exp		7,801.95	24,400.00	24,400.00	24,399.05	24,400.00	24,400.00	24,400.00
250	003	Department Total	358,118.25	382,522.00	391,707.00	390,844.93	394,268.00	394,268.00	394,268.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Crossing Guards-Oth-Exp-Psn									
13120120	5113	SALARIES-PART TIME	100,626.35	122,535.00	122,535.00	122,338.89	134,640.00	134,640.00	134,640.00
Total Crossing Guards-Oth-Exp-Psn			100,626.35	122,535.00	122,535.00	122,338.89	134,640.00	134,640.00	134,640.00
Crossing Guards-Oth-Exp-Exp									
13120121	5421	OFFICE SUPPLIES (GEN	0.00	1,000.00	1,000.00	936.00	1,000.00	1,000.00	1,000.00
Total Crossing Guards-Oth-Exp-Exp			0.00	1,000.00	1,000.00	936.00	1,000.00	1,000.00	1,000.00
250	012	Department Total	100,626.35	123,535.00	123,535.00	123,274.89	135,640.00	135,640.00	135,640.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Technology-Tech-Psnl									
13170120	5111	SALARIES-FULL TIME	223,067.84	236,383.00	236,383.00	236,383.00	240,775.00	240,775.00	240,775.00
13170120	5117	ADMINISTRATIVE	80,420.08	85,342.00	85,342.00	85,342.00	87,049.00	87,049.00	87,049.00
13170120	5125	DIST WIDE TEACHING	-11,461.38	0.00	0.00	0.00	0.00	0.00	0.00
13170120	5160	CLERICAL	42,360.90	38,351.00	38,351.00	38,498.92	39,107.00	39,107.00	39,107.00
13170230	5102	ELEMENTARY	34,702.85	0.00	0.00	0.00	0.00	0.00	0.00
13170310	5102	ELEMENTARY	34,702.72	0.00	0.00	0.00	0.00	0.00	0.00
13170430	5102	ELEMENTARY	15,712.92	0.00	0.00	0.00	0.00	0.00	0.00
13170510	5102	ELEMENTARY	24,291.32	0.00	0.00	0.48	0.00	0.00	0.00
13170610	5102	ELEMENTARY	23,569.10	0.00	0.00	0.00	0.00	0.00	0.00
13170740	5102	ELEMENTARY	23,569.10	0.00	0.00	0.00	0.00	0.00	0.00
13170810	5102	ELEMENTARY	36,438.94	0.00	0.00	0.00	0.00	0.00	0.00
13170940	5130	MIDDLE SCHOOL	60,049.08	63,397.00	62,215.00	62,214.64	64,605.00	64,605.00	64,605.00
13171030	5140	TEACHING	64,456.59	67,271.00	67,271.00	67,270.92	68,705.00	68,705.00	68,705.00
13171060	5160	CLERICAL	-5,031.74	0.00	0.00	0.00	0.00	0.00	0.00
Total Technology-Tech-Psnl			646,848.32	490,744.00	489,562.00	489,709.96	500,241.00	500,241.00	500,241.00
Technology-Tech-Exp									
13170121	5270	RENTAL & LEASE	100,000.00	0.00	0.00	0.00	54,000.00	54,200.00	54,200.00
13170121	5320	CONTRACTED SERVICES	140,182.16	229,000.00	229,000.00	231,367.08	229,000.00	213,200.00	213,200.00
13170121	5421	OFFICE SUPPLIES (GEN	500.00	2,100.00	2,100.00	1,999.22	2,100.00	3,000.00	3,000.00
13170121	5519	COMPUTER SOFTWARE	8,151.00	10,700.00	10,700.00	10,700.00	10,700.00	22,000.00	22,000.00
13170121	5522	COMPUTER NETWORKING	7,386.00	20,000.00	20,000.00	17,555.00	20,000.00	23,400.00	23,400.00
13170121	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170240	5272	COMPUTER EQUIPMENT	558.00	0.00	0.00	0.00	0.00	0.00	0.00
13170240	5519	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170240	5582	DATA PROCESSING SUPP	1,479.24	0.00	0.00	0.00	0.00	0.00	0.00
13170340	5582	DATA PROCESSING SUPP	1,660.79	0.00	0.00	0.00	0.00	0.00	0.00
13170420	5519	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170420	5582	DATA PROCESSING SUPP	581.04	0.00	0.00	0.00	0.00	0.00	0.00
13170540	5272	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170540	5519	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170540	5582	DATA PROCESSING SUPP	1,034.23	0.00	0.00	0.00	0.00	0.00	0.00
13170640	5272	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170640	5519	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170640	5582	DATA PROCESSING SUPP	500.00	0.00	0.00	0.00	0.00	0.00	0.00
13170741	5272	COMPUTER EQUIPMENT	5,117.93	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
13170741	5519	COMPUTER SOFTWARE	75.00	0.00	0.00	0.00	0.00	0.00	0.00
13170741	5582	DATA PROCESSING SUPP	1,280.00	0.00	0.00	0.00	0.00	0.00	0.00
13170840	5272	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170840	5519	COMPUTER SOFTWARE	5,517.56	0.00	0.00	0.00	0.00	0.00	0.00
13170840	5582	DATA PROCESSING SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170941	5272	COMPUTER EQUIPMENT	2,083.81	0.00	0.00	0.00	0.00	0.00	0.00
13170941	5519	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13170941	5582	DATA PROCESSING SUPP	3,942.66	0.00	0.00	0.00	0.00	8,000.00	8,000.00
13171020	5272	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13171061	5272	COMPUTER EQUIPMENT	8,029.77	0.00	0.00	0.00	0.00	0.00	0.00
13171061	5519	COMPUTER SOFTWARE	1,992.00	0.00	0.00	0.00	0.00	0.00	0.00
13171061	5582	DATA PROCESSING SUPP	4,801.51	0.00	0.00	0.00	0.00	0.00	0.00
Total	Technology-Tech-Exp		294,872.70	261,800.00	261,800.00	261,621.30	315,800.00	323,800.00	323,800.00
250	017	Department Total	941,721.02	752,544.00	751,362.00	751,331.26	816,041.00	824,041.00	824,041.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
General Op-Bus Off-Psnl									
13252010	5117	ADMINISTRATIVE	105,480.92	86,700.00	86,700.00	87,040.12	86,700.00	88,434.00	88,434.00
13252010	5131	OVERTIME (GENERAL)	608.10	0.00	0.00	0.00	0.00	0.00	0.00
13252010	5160	CLERICAL	215,512.38	186,562.00	186,562.00	191,075.81	195,334.00	195,334.00	195,334.00
13252010	5180	SUBSTITUTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General Op-Bus Off-Psnl			321,601.40	273,262.00	273,262.00	278,115.93	282,034.00	283,768.00	283,768.00
General Op-Central Serv-Exp									
13250110	5342	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13250110	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13252011	5320	CONTRACTED SERVICES	31.15	1,000.00	1,000.00	540.00	1,000.00	1,000.00	1,000.00
13252011	5421	OFFICE SUPPLIES (GEN	551.10	2,750.00	2,750.00	2,695.99	2,750.00	2,750.00	2,750.00
13252011	5582	DATA PROCESSING SUPP	175.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
13252011	5851	OFFICE EQUIPMENT	0.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00
13252030	5273	OFFICE EQUIPMENT REN	499.35	2,500.00	2,500.00	2,500.00	2,500.00	2,266.00	2,266.00
13252030	5277	PHOTOCOPY MACHINE LE	27,421.62	125,000.00	125,000.00	125,000.00	180,000.00	180,000.00	180,000.00
13252030	5303	LEGAL SERVICES	52,042.82	35,000.00	35,000.00	37,080.84	35,000.00	35,000.00	35,000.00
13252030	5320	CONTRACTED SERVICES	47,002.00	40,000.00	40,000.00	39,961.07	40,000.00	40,000.00	40,000.00
13252030	5342	POSTAGE	33,890.37	35,000.00	35,000.00	29,280.10	35,000.00	35,000.00	35,000.00
13252030	5381	PRINTING AND BINDING	1,374.00	5,000.00	5,000.00	3,922.15	5,000.00	5,000.00	5,000.00
13252030	5421	OFFICE SUPPLIES (GEN	6,370.00	15,000.00	15,000.00	11,668.14	15,000.00	15,000.00	15,000.00
13252030	5582	DATA PROCESSING SUPP	1,534.75	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
13252030	5780	OTHER EXPENSES	7,898.31	0.00	0.00	0.00	0.00	0.00	0.00
Total General Op-Central Serv-Exp			178,790.47	270,050.00	270,050.00	261,448.29	325,050.00	323,316.00	323,316.00
250	025	Department Total	500,391.87	543,312.00	543,312.00	539,564.22	607,084.00	607,084.00	607,084.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Insurance-Insurance-Exp									
13392020	5740	INSURANCE PREMIUMS	294,817.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00
Total Insurance-Insurance-Exp			294,817.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00
250	039	Department Total	294,817.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Occ Ed-High Schl-Psnl									
13421020	5140	HIGH SCHOOL	320,605.22	288,777.00	318,526.00	318,526.18	351,263.00	351,263.00	351,263.00
Total Occ Ed-High Schl-Psnl			320,605.22	288,777.00	318,526.00	318,526.18	351,263.00	351,263.00	351,263.00
Occ Ed-High Schl-Exp									
13421021	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	50,000.00	49,982.46	30,000.00	30,000.00	30,000.00
Total Occ Ed-High Schl-Exp			0.00	0.00	50,000.00	49,982.46	30,000.00	30,000.00	30,000.00
250	042	Department Total	320,605.22	288,777.00	368,526.00	368,508.64	381,263.00	381,263.00	381,263.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Guidance-Guidance-Psnl									
13440120	5102	ELEMENTARY	414,705.99	433,616.00	432,466.00	432,466.09	447,682.00	447,682.00	447,682.00
13440920	5130	MIDDLE SCHOOL	185,287.22	215,389.00	215,389.00	216,267.34	222,084.00	222,084.00	222,084.00
13441020	5117	ADMINISTRATIVE	76,399.14	85,342.00	85,342.00	85,342.00	87,049.00	87,049.00	87,049.00
13441020	5131	OVERTIME (GENERAL)	2,192.58	0.00	0.00	0.00	0.00	0.00	0.00
13441020	5140	HIGH SCHOOL	350,455.19	410,924.00	421,035.00	419,252.27	440,673.00	440,673.00	440,673.00
13441020	5150	FRINGE/STIPENDS	24,753.94	0.00	0.00	0.00	0.00	0.00	0.00
13441020	5160	CLERICAL	50,090.33	36,503.00	36,503.00	37,997.33	37,214.00	37,214.00	37,214.00
Total Guidance-Guidance-Psnl			1,103,884.39	1,181,774.00	1,190,735.00	1,191,325.03	1,234,702.00	1,234,702.00	1,234,702.00
Guidance-Guidance-Exp									
13441021	5272	COMPUTER EQUIPMENT	1,580.00	0.00	0.00	0.00	0.00	0.00	0.00
13441021	5307	INSTRUCT/EDUC TEST	23,000.00	0.00	0.00	0.00	24,000.00	24,000.00	24,000.00
13441021	5381	PRINTING AND BINDING	3,469.10	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
13441021	5514	INSTRUCTIONAL SUPPLI	1,849.46	0.00	0.00	0.00	0.00	0.00	0.00
13441021	5582	DATA PROCESSING SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Guidance-Guidance-Exp			29,898.56	0.00	0.00	0.00	28,000.00	28,000.00	28,000.00
250	044	Department Total	1,133,782.95	1,181,774.00	1,190,735.00	1,191,325.03	1,262,702.00	1,262,702.00	1,262,702.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Athl/St Activ-Stud Activ-Ps									
13450220	5116	CO-CURRIC/ATHLETIC	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00
13450320	5116	CO-CURRIC/ATHLETIC	7,421.04	0.00	0.00	-200.00	0.00	0.00	0.00
13450420	5116	CO-CURRIC/ATHLETIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13450520	5116	CO-CURRIC/ATHLETIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13450620	5116	CO-CURRIC/ATHLETIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13450720	5116	CO-CURRIC/ATHLETIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13450820	5116	CO-CURRIC/ATHLETIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13450920	5116	CO-CURRIC/ATHLETIC	11,337.86	0.00	11,888.00	12,057.00	16,000.00	16,000.00	16,000.00
13451020	5112	TRANSPORTATION	22,654.35	25,600.00	25,600.00	26,924.92	25,600.00	25,600.00	25,600.00
13451020	5113	SALARIES-PART TIME	924.00	0.00	0.00	0.00	0.00	0.00	0.00
13451020	5116	CO-CURRIC/ATHLETIC	168,135.28	137,000.00	137,000.00	165,378.65	68,200.00	128,200.00	128,200.00
13451020	5117	ADMINISTRATIVE	70,336.44	60,000.00	60,000.00	60,000.00	61,200.00	61,200.00	61,200.00
13451020	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13451020	5160	CLERICAL	35,623.59	37,624.00	37,624.00	37,662.61	38,219.00	38,219.00	38,219.00
13451030	5116	CO-CURRIC/ATHLETIC	31,217.05	35,809.00	35,809.00	35,056.40	35,000.00	35,000.00	35,000.00
13451030	5140	HIGH SCHOOL	30,572.40	5,300.00	5,300.00	5,300.00	5,300.00	5,300.00	5,300.00
Total Athl/St Activ-Stud Activ-Ps			380,722.01	301,333.00	313,221.00	342,179.58	249,519.00	309,519.00	309,519.00
Athl/St Activ-Stud Activ-Ex									
13450120	5333	PUPIL TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13451021	5270	RENTAL & LEASE	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
13451021	5320	CONTRACTED SERVICES	61,778.30	57,255.00	58,184.00	54,761.36	57,184.00	57,184.00	57,184.00
13451021	5333	PUPIL TRANSPORTATION	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
13451021	5394	SECURITY	6,500.00	6,500.00	5,500.00	5,500.00	6,500.00	6,500.00	6,500.00
13451021	5421	OFFICE SUPPLIES (GEN	699.35	800.00	800.00	52.00	800.00	800.00	800.00
13451021	5742	INSURANCE-ATHLETIC	13,414.00	10,500.00	10,500.00	10,396.31	10,500.00	10,500.00	10,500.00
13451031	5320	CONTRACTED SERVICES	7,100.00	5,650.00	5,650.00	5,075.00	5,650.00	5,650.00	5,650.00
13451031	5514	INSTRUCTIONAL SUPPLI	0.00	8,100.00	8,100.00	8,850.00	8,100.00	8,100.00	8,100.00
13451031	5780	OTHER EXPENSES	1,610.40	8,850.00	8,850.00	4,000.00	8,850.00	8,850.00	8,850.00
13451031	5860	EQUIPMENT	113.95	4,000.00	4,000.00	579.20	4,000.00	4,000.00	4,000.00
Total Athl/St Activ-Stud Activ-Ex			104,216.00	114,655.00	114,584.00	102,213.87	114,584.00	114,584.00	114,584.00
250	045	Department Total	484,938.01	415,988.00	427,805.00	444,393.45	364,103.00	424,103.00	424,103.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Bates									
13460210	5163	PARAPROFESSIONALS	15,328.48	0.00	9,515.00	9,515.00	0.00	9,922.00	9,922.00
13460310	5163	PARAPROFESSIONALS	16,062.35	0.00	9,515.00	10,275.81	0.00	10,776.00	10,776.00
13460410	5163	PARAPROFESSIONALS	9,859.40	0.00	9,515.00	9,586.80	0.00	10,276.00	10,276.00
13460510	5163	PARAPROFESSIONALS	14,106.55	0.00	9,515.00	9,515.00	0.00	10,022.00	10,022.00
13460610	5163	PARAPROFESSIONALS	12,805.56	0.00	9,515.00	8,998.57	0.00	9,922.00	9,922.00
13460710	5163	PARAPROFESSIONALS	16,768.97	0.00	9,515.00	9,822.62	0.00	10,815.00	10,815.00
13460810	5163	PARAPROFESSIONALS	11,803.79	0.00	9,515.00	9,515.00	0.00	9,922.00	9,922.00
13460920	5130	MIDDLE SCHOOL	61,462.49	64,271.00	64,271.00	63,388.85	65,605.00	65,605.00	65,605.00
13460920	5163	PARAPROFESSIONALS	21,650.58	0.00	9,515.00	9,954.98	0.00	10,152.00	10,152.00
13461020	5140	HIGH SCHOOL	39,843.05	43,085.00	43,085.00	43,085.12	45,613.00	45,613.00	45,613.00
13461020	5163	PARAPROFESSIONALS	14,236.10	0.00	9,515.00	9,264.31	0.00	9,399.00	9,399.00
Total	MediaLibrary-Psnl		233,927.32	107,356.00	192,991.00	192,922.06	111,218.00	202,424.00	202,424.00
District Wide									
13460121	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460121	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460220	5320	CONTRACTED SERVICES	180.00	0.00	0.00	0.00	0.00	0.00	0.00
13460220	5514	INSTRUCTIONAL SUPPLI	1,911.60	0.00	0.00	0.00	0.00	0.00	0.00
13460320	5514	INSTRUCTIONAL SUPPLI	1,553.04	0.00	0.00	0.00	0.00	0.00	0.00
13460420	5514	INSTRUCTIONAL SUPPLI	663.09	0.00	0.00	0.00	0.00	0.00	0.00
13460520	5514	INSTRUCTIONAL SUPPLI	44.95	0.00	0.00	0.00	0.00	0.00	0.00
13460520	5582	DATA PROCESSING SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460620	5514	INSTRUCTIONAL SUPPLI	1,441.53	0.00	0.00	0.00	0.00	0.00	0.00
13460620	5582	DATA PROCESSING SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460720	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460720	5512	BOOKS	1,474.50	0.00	0.00	0.00	0.00	0.00	0.00
13460720	5514	INSTRUCTIONAL SUPPLI	817.41	0.00	0.00	0.00	0.00	0.00	0.00
13460820	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460820	5514	INSTRUCTIONAL SUPPLI	4,515.12	0.00	0.00	0.00	0.00	0.00	0.00
13460820	5582	DATA PROCESSING SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13460921	5320	CONTRACTED SERVICES	496.00	0.00	0.00	0.00	0.00	0.00	0.00
13460921	5421	OFFICE SUPPLIES (GEN	315.88	0.00	0.00	0.00	0.00	0.00	0.00
13460921	5514	INSTRUCTIONAL SUPPLI	9,352.33	0.00	15,189.00	14,034.14	0.00	0.00	0.00
13460921	5582	DATA PROCESSING SUPP	3,940.00	0.00	0.00	0.00	0.00	7,000.00	7,000.00
13461021	5320	CONTRACTED SERVICES	1,301.59	0.00	0.00	0.00	0.00	0.00	0.00
13461021	5421	OFFICE SUPPLIES (GEN	1,471.42	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
13461021	5512	BOOKS	14,621.73	0.00	0.00	0.00	0.00	0.00	0.00
13461021	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13461021	5860	EQUIPMENT	2,921.04	0.00	0.00	0.00	0.00	0.00	0.00
Total	MediaLibrary-Exp		47,021.23	0.00	15,189.00	14,034.14	0.00	7,000.00	7,000.00
250	046	Department Total	280,948.55	107,356.00	208,180.00	206,956.20	111,218.00	209,424.00	209,424.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Personnel- Personnel-Psnl									
13482020	5117	ADMINISTRATIVE	83,000.06	58,080.00	3,193.00	3,192.31	0.00	0.00	0.00
13482020	5160	CLERICAL	49,172.29	51,786.00	53,149.00	53,153.30	52,757.00	52,757.00	52,757.00
Total	Personnel- Personnel-Psnl		132,172.35	109,866.00	56,342.00	56,345.61	52,757.00	52,757.00	52,757.00
Personnel- Personnel-Exp									
13482021	5306	ADVERTISING	38,317.00	40,000.00	20,000.00	16,500.41	0.00	0.00	0.00
13482021	5320	CONTRACTED SERVICES	-1,239.42	0.00	0.00	0.00	0.00	0.00	0.00
13482021	5381	PRINTING AND BINDING	2,085.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00
13482021	5421	OFFICE SUPPLIES (GEN	0.00	1,000.00	1,000.00	654.71	1,000.00	1,000.00	1,000.00
Total	Personnel- Personnel-Exp		39,162.58	42,000.00	22,000.00	17,155.12	2,000.00	2,000.00	2,000.00
250	048	Department Total	171,334.93	151,866.00	78,342.00	73,500.73	54,757.00	54,757.00	54,757.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Health- Attendance-Psnl									
13490120	5111	SALARIES-FULL TIME	80,612.21	57,662.00	56,860.00	58,109.59	70,725.00	70,725.00	70,725.00
13490140	5111	SALARIES-FULL TIME	497,433.81	543,715.00	608,208.00	605,990.12	621,776.00	621,776.00	621,776.00
13490140	5163	PARAPROFESSIONALS	17,373.48	14,058.00	14,058.00	24,619.94	15,423.00	15,423.00	15,423.00
13490140	5180	SUBSTITUTES CLERICAL	12,477.50	5,600.00	5,600.00	5,600.00	5,600.00	5,600.00	5,600.00
Total Health- Hlth Serv-Psnl			607,897.00	621,035.00	684,726.00	694,319.65	713,524.00	713,524.00	713,524.00
Health- Attendance-Exp									
13490121	5421	OFFICE SUPPLIES (GEN	101.30	500.00	500.00	0.00	500.00	500.00	500.00
13490141	5320	CONTRACTED SERVICES	11,050.00	13,260.00	13,260.00	11,216.00	13,500.00	13,500.00	13,500.00
13490141	5421	OFFICE SUPPLIES (GEN	483.41	500.00	500.00	500.00	500.00	500.00	500.00
13490141	5501	MED & SURGICAL SUPPL	6,993.29	7,000.00	7,000.00	6,603.35	7,000.00	7,000.00	7,000.00
13490141	5514	INSTRUCTIONAL SUPPLI	2,505.00	2,505.00	2,505.00	30.00	2,505.00	2,505.00	2,505.00
Total Health- Hlth Serv-Exp			21,133.00	23,765.00	23,765.00	18,349.35	24,005.00	24,005.00	24,005.00
250	049	Department Total	629,030.00	644,800.00	708,491.00	712,669.00	737,529.00	737,529.00	737,529.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Other Fixed Chgs- Op/Maint-									
13500520	5270	RENTAL & LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13500920	5270	RENTAL & LEASE	9,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	Other Fixed Chgs- Op/Maint-		9,000.00	0.00	0.00	0.00	0.00	0.00	0.00
250	050	Department Total	9,000.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Operations/Maint- Op/Maint-									
13530120	5117	ADMINISTRATIVE	97,492.39	93,000.00	93,000.00	93,393.08	149,860.00	149,860.00	149,860.00
13530120	5118	SEASONAL LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13530120	5131	OVERTIME (GENERAL)	90,999.32	90,000.00	90,000.00	90,026.52	0.00	0.00	0.00
13530120	5141	LONGEVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13530120	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13530120	5160	CLERICAL	41,991.96	42,314.00	42,314.00	42,853.52	43,494.00	43,494.00	43,494.00
13530120	5162	CUSTODIAL	1,040,293.13	988,229.00	988,229.00	946,438.70	1,025,987.00	1,025,987.00	1,025,987.00
13530120	5166	MAINTENANCE	80,397.96	119,437.00	119,437.00	101,189.20	188,987.00	188,987.00	188,987.00
13530140	5162	CUSTODIAL	2,365.00	4,725.00	4,725.00	1,925.00	4,725.00	4,725.00	4,725.00
Total Operations/Maint- Civic Act			1,353,539.76	1,337,705.00	1,337,705.00	1,275,826.02	1,413,053.00	1,413,053.00	1,413,053.00
Operations/Maint- Op/Maint-									
13530121	5211	ELECTRICITY	1,075,829.99	1,303,500.00	1,073,500.00	942,244.58	1,303,500.00	1,303,500.00	1,303,500.00
13530121	5215	NATURAL GAS	581,568.64	582,000.00	582,000.00	581,876.37	582,000.00	582,000.00	582,000.00
13530121	5216	OIL HEAT	746.73	5,150.00	5,150.00	945.22	5,150.00	5,150.00	5,150.00
13530121	5241	BUILDING MAINTENANCE	210,613.87	210,000.00	210,000.00	200,568.33	210,000.00	210,000.00	210,000.00
13530121	5249	GROUND MAINTENANCE	60,510.34	90,000.00	90,000.00	40,688.37	90,000.00	90,000.00	90,000.00
13530121	5251	UTILITY SERV REP & M	215,568.99	250,000.00	250,000.00	167,301.70	250,000.00	250,000.00	250,000.00
13530121	5255	BUILDING/EQUIP MAINT	2,865.32	3,000.00	3,000.00	0.00	3,000.00	3,000.00	3,000.00
13530121	5270	RENTAL & LEASE	5,793.90	7,200.00	7,200.00	4,275.60	7,200.00	7,200.00	7,200.00
13530121	5292	SNOW REMOVAL	0.00	0.00	0.00	101,225.00	0.00	0.00	0.00
13530121	5341	TELEPHONE	50,636.43	65,000.00	95,000.00	72,255.33	65,000.00	65,000.00	65,000.00
13530121	5394	SECURITY	10,416.68	20,500.00	20,500.00	8,674.59	20,500.00	20,500.00	20,500.00
13530121	5421	OFFICE SUPPLIES (GEN	974.47	1,000.00	1,000.00	687.16	1,000.00	1,000.00	1,000.00
13530121	5431	BLDG REP/MAINT SUPPL	66,461.31	75,000.00	75,000.00	42,426.25	75,000.00	75,000.00	75,000.00
13530121	5451	CUSTODIAL SUPPLIES	96,570.01	65,000.00	65,000.00	64,905.73	65,000.00	65,000.00	65,000.00
13530121	5461	GROUNDSKEEPING SUPPL	19,082.44	20,000.00	20,000.00	1,832.86	20,000.00	20,000.00	20,000.00
13530121	5780	OTHER Expenses	38,859.17	40,000.00	39,119.00	38,949.77	40,000.00	40,000.00	40,000.00
13530121	5781	AUTO ALLOWANCE	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
13530121	5860	EQUIPMENT	5,874.83	10,000.00	10,000.00	4,256.60	10,000.00	10,000.00	10,000.00
13530121	5868	EQUIP: NON-INSTRUCT	1,265.37	10,950.00	10,950.00	0.00	10,950.00	10,950.00	10,950.00
13530141	5211	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13530141	5215	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13530141	5421	OFFICE SUPPLIES (GEN	50.00	0.00	0.00	0.00	0.00	0.00	0.00
13530141	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operations/Maint- Civic Act			2,445,188.49	2,759,800.00	2,558,919.00	2,274,613.46	2,759,800.00	2,759,800.00	2,759,800.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
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250	053	Department Total	3,798,728.25	4,097,505.00	3,896,624.00	3,550,439.48	4,172,853.00	4,172,853.00	4,172,853.00
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CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Regular Day- Supervision-Ps									
13570120	5163	PARAPROFESSIONALS	223.02	0.00	0.00	0.00	0.00	0.00	0.00
13570130	5117	ADMINISTRATIVE	-2,792.85	0.00	0.00	0.00	0.00	0.00	0.00
13570140	5100	SUBSTITUTE TEACHERS	225,749.44	200,000.00	200,000.00	197,731.16	200,000.00	200,000.00	200,000.00
13570140	5101	LONG-TERM SUBS	196,920.12	125,000.00	125,000.00	106,533.89	125,000.00	125,000.00	125,000.00
13570140	5114	TUTORS	4,882.50	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
13570140	5125	DIST WIDE TEACHING	334,706.81	340,551.00	365,159.00	394,673.58	337,181.00	337,181.00	337,181.00
13570140	5160	CLERICAL	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00
13570150	5112	TRANSPORTATION	54,960.34	52,874.00	52,874.00	54,619.32	56,533.00	33,731.00	33,731.00
13570150	5131	OVERTIME (GENERAL)	21,312.01	11,000.00	11,000.00	11,000.00	11,000.00	0.00	0.00
13570220	5102	ELEMENTARY	1,036,912.97	1,006,783.00	1,033,562.00	1,034,198.55	1,037,796.00	1,061,583.00	1,061,583.00
13570220	5117	ADMINISTRATIVE	85,861.88	91,117.00	91,117.00	91,117.00	92,939.00	92,939.00	92,939.00
13570220	5131	OVERTIME (GENERAL)	499.68	0.00	0.00	0.00	0.00	0.00	0.00
13570220	5163	PARAPROFESSIONALS	596.02	14,316.00	14,316.00	15,415.98	11,023.00	11,023.00	11,023.00
13570240	5160	CLERICAL	34,390.90	29,301.00	29,301.00	27,754.23	29,417.00	29,417.00	29,417.00
13570320	5102	ELEMENTARY	1,052,245.95	1,055,516.00	1,117,278.00	1,113,157.23	1,142,127.00	1,217,118.00	1,217,118.00
13570320	5117	ADMINISTRATIVE	85,999.94	87,720.00	87,720.00	87,720.00	89,474.00	89,474.00	89,474.00
13570320	5150	FRINGE/STIPENDS	10,750.00	0.00	11,250.00	13,194.75	0.00	12,500.00	12,500.00
13570320	5163	PARAPROFESSIONALS	5,673.60	0.00	0.00	0.00	0.00	9,399.00	9,399.00
13570340	5160	CLERICAL	54,068.67	57,408.00	57,408.00	61,889.37	28,536.00	28,536.00	28,536.00
13570350	5131	OVERTIME (GENERAL)	1,171.97	0.00	0.00	0.00	0.00	0.00	0.00
13570420	5102	ELEMENTARY	519,536.53	526,346.00	522,698.00	522,697.91	582,734.00	582,734.00	582,734.00
13570420	5117	ADMINISTRATIVE	83,000.06	84,660.00	84,660.00	84,660.00	86,353.00	86,353.00	86,353.00
13570420	5131	OVERTIME (GENERAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570420	5163	PARAPROFESSIONALS	8,306.63	0.00	0.00	0.00	0.00	0.00	0.00
13570440	5160	CLERICAL	30,685.00	28,135.00	28,135.00	28,523.27	29,326.00	29,326.00	29,326.00
13570520	5102	ELEMENTARY	765,230.75	747,299.00	736,411.00	777,629.08	791,284.00	791,284.00	791,284.00
13570520	5117	ADMINISTRATIVE	161,895.95	91,783.00	91,783.00	91,783.00	93,618.00	93,618.00	93,618.00
13570520	5150	FRINGE/STIPENDS	2,993.96	0.00	6,500.00	6,478.76	0.00	7,000.00	7,000.00
13570520	5163	PARAPROFESSIONALS	18,250.89	0.00	0.00	0.00	0.00	0.00	0.00
13570540	5160	CLERICAL	54,781.83	56,670.00	57,886.00	58,106.39	57,885.00	57,885.00	57,885.00
13570620	5102	ELEMENTARY	912,218.36	870,990.00	959,008.00	940,773.23	1,015,265.00	1,039,349.00	1,039,349.00
13570620	5117	ADMINISTRATIVE	42,000.02	44,571.00	44,571.00	43,697.06	44,571.00	44,571.00	44,571.00
13570620	5150	FRINGE/STIPENDS	0.00	0.00	4,000.00	2,487.50	0.00	6,900.00	6,900.00
13570620	5163	PARAPROFESSIONALS	17,537.61	6,065.00	6,065.00	6,974.19	0.00	0.00	0.00
13570640	5160	CLERICAL	25,658.01	26,884.00	26,884.00	27,307.23	27,425.00	27,425.00	27,425.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
13570650	5131	OVERTIME (GENERAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570720	5102	ELEMENTARY	1,342,668.58	1,386,751.00	1,418,914.00	1,396,907.80	1,465,826.00	1,560,924.00	1,560,924.00
13570720	5117	ADMINISTRATIVE	43,249.92	45,897.00	45,897.00	45,897.00	46,815.00	46,815.00	46,815.00
13570720	5150	FRINGE/STIPENDS	0.00	0.00	10,000.00	8,915.00	0.00	9,000.00	9,000.00
13570720	5163	PARAPROFESSIONALS	37,763.63	24,960.00	24,960.00	27,350.42	27,706.00	27,706.00	27,706.00
13570740	5160	CLERICAL	53,310.00	40,707.00	40,707.00	41,183.92	41,664.00	41,664.00	41,664.00
13570820	5102	ELEMENTARY	1,342,115.14	1,261,039.00	1,337,551.00	1,342,095.90	1,269,987.00	1,294,071.00	1,294,071.00
13570820	5117	ADMINISTRATIVE	88,000.12	89,760.00	89,760.00	89,760.00	91,555.00	91,555.00	91,555.00
13570820	5150	FRINGE/STIPENDS	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	5,000.00
13570820	5163	PARAPROFESSIONALS	16,170.66	10,394.00	10,394.00	11,807.16	0.00	0.00	0.00
13570840	5160	CLERICAL	27,738.50	29,301.00	28,546.00	28,345.21	29,873.00	29,873.00	29,873.00
13570910	5117	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570920	5114	TUTORS	-1,050.00	19,400.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00
13570920	5117	ADMINISTRATIVE	249,958.48	253,972.00	251,055.00	251,054.38	267,755.00	267,755.00	267,755.00
13570920	5130	MIDDLE SCHOOL	3,316,490.53	2,722,157.00	2,683,222.00	2,677,579.15	2,603,663.00	2,659,028.00	2,659,028.00
13570920	5131	OVERTIME (GENERAL)	15,907.50	0.00	0.00	0.00	0.00	0.00	0.00
13570920	5150	FRINGE/STIPENDS	23,965.00	0.00	10,305.00	9,450.00	16,000.00	12,305.00	12,305.00
13570920	5163	PARAPROFESSIONALS	61,846.39	44,748.00	44,748.00	44,748.00	46,200.00	46,200.00	46,200.00
13570940	5160	CLERICAL	79,474.61	61,940.00	57,743.00	57,068.59	63,787.00	63,787.00	63,787.00
13570950	5114	TUTORS	17,066.00	15,000.00	15,000.00	17,178.00	15,000.00	15,000.00	15,000.00
13571020	5131	OVERTIME (GENERAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13571020	5140	HIGH SCHOOL	4,765,878.20	4,687,697.00	4,699,059.00	4,705,899.58	4,766,618.00	4,818,470.00	4,818,470.00
13571020	5150	FRINGE/STIPENDS	8,500.00	0.00	8,500.00	6,590.00	8,500.00	8,500.00	8,500.00
13571020	5160	CLERICAL	105,751.78	100,733.00	102,718.00	100,612.04	99,397.00	99,397.00	99,397.00
13571020	5163	PARAPROFESSIONALS	20,296.20	14,010.00	14,010.00	13,800.42	14,530.00	14,530.00	14,530.00
13571060	5117	ADMINISTRATIVE	370,732.44	471,478.00	462,601.00	462,605.16	445,674.00	445,674.00	445,674.00
13571120	5150	FRINGE/STIPENDS	3,910.65	0.00	5,500.00	5,500.00	0.00	3,000.00	3,000.00
13571120	5160	CLERICAL	26,247.11	27,885.00	27,885.00	27,995.21	28,436.00	28,436.00	28,436.00
Total Regular Day- Pre Schl-Psnl			17,867,220.01	16,879,818.00	17,186,161.00	17,199,965.62	17,265,973.00	17,630,536.00	17,630,536.00
Regular Day- Teach/Und-Exp									
13570141	5320	CONTRACTED SERVICES	7,363.72	10,000.00	10,000.00	4,449.22	10,000.00	10,000.00	10,000.00
13570141	5333	PUPIL TRANSPORTATION	3,140.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
13570141	5508	EDUCATIONAL	71,130.25	95,000.00	90,500.00	90,385.63	40,000.00	36,005.00	36,005.00
13570141	5511	TEXTBOOKS	1,770.49	3,000.00	3,000.00	2,999.36	3,000.00	3,000.00	3,000.00
13570141	5514	INSTRUCTIONAL SUPPLI	20,227.88	18,000.00	18,000.00	17,687.00	18,000.00	18,000.00	18,000.00
13570141	5730	DUES AND SUB	4,996.33	6,500.00	6,500.00	6,336.00	6,500.00	6,500.00	6,500.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
13570141	5852	OFFICE FURNITURE	4,108.01	5,000.00	5,000.00	6,500.00	5,000.00	5,000.00	5,000.00
13570141	5860	EQUIPMENT	5,000.00	5,000.00	5,000.00	4,764.54	5,000.00	5,000.00	5,000.00
13570151	5333	PUPIL TRANSPORTATION	504,743.21	610,000.00	570,000.00	374,389.93	650,000.00	550,000.00	550,000.00
13570160	5514	INSTRUCTIONAL SUPPLI	0.00	501,500.00	0.00	0.00	527,000.00	0.00	0.00
13570221	5277	PHOTOCOPY MACHINE LE	6,397.78	0.00	0.00	0.00	0.00	0.00	0.00
13570221	5511	TEXTBOOKS	11,408.87	0.00	16,433.00	16,038.36	0.00	10,449.00	10,449.00
13570221	5514	INSTRUCTIONAL SUPPLI	18,442.95	0.00	15,744.00	15,423.08	0.00	19,000.00	19,000.00
13570241	5320	CONTRACTED SERVICES	0.00	0.00	400.00	0.00	0.00	0.00	0.00
13570241	5421	OFFICE SUPPLIES (GEN	9,853.72	0.00	4,473.00	4,440.45	0.00	8,171.00	8,171.00
13570321	5277	PHOTOCOPY MACHINE LE	14,398.59	0.00	0.00	0.00	0.00	0.00	0.00
13570321	5320	CONTRACTED SERVICES	0.00	0.00	2,000.00	1,827.48	0.00	3,000.00	3,000.00
13570321	5421	OFFICE SUPPLIES (GEN	3,696.00	0.00	5,000.00	4,865.24	0.00	11,000.00	11,000.00
13570321	5511	TEXTBOOKS	3,931.73	0.00	6,000.00	5,750.37	0.00	8,000.00	8,000.00
13570321	5514	INSTRUCTIONAL SUPPLI	10,046.34	0.00	8,890.00	8,233.30	0.00	2,000.00	2,000.00
13570321	5860	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
13570341	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570341	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570341	5851	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570421	5277	PHOTOCOPY MACHINE LE	4,212.78	0.00	0.00	0.00	0.00	0.00	0.00
13570421	5421	OFFICE SUPPLIES (GEN	4,727.30	0.00	5,700.00	5,676.79	0.00	4,000.00	4,000.00
13570421	5511	TEXTBOOKS	0.00	0.00	4,231.00	4,036.24	0.00	4,000.00	4,000.00
13570421	5514	INSTRUCTIONAL SUPPLI	7,541.02	0.00	7,109.00	5,580.12	0.00	11,350.00	11,350.00
13570441	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570441	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570441	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570521	5277	PHOTOCOPY MACHINE LE	11,188.34	0.00	0.00	0.00	0.00	0.00	0.00
13570521	5320	CONTRACTED SERVICES	2,143.00	0.00	2,500.00	2,304.00	0.00	1,000.00	1,000.00
13570521	5421	OFFICE SUPPLIES (GEN	17,880.45	0.00	0.00	0.00	0.00	12,000.00	12,000.00
13570521	5511	TEXTBOOKS	3,656.45	0.00	16,000.00	15,493.59	0.00	13,000.00	13,000.00
13570521	5514	INSTRUCTIONAL SUPPLI	9,993.02	0.00	24,930.00	24,215.13	0.00	15,000.00	15,000.00
13570521	5860	EQUIPMENT	437.99	0.00	0.00	0.00	0.00	5,000.00	5,000.00
13570541	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570541	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570541	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570621	5270	RENTAL & LEASE	3,600.00	0.00	0.00	0.00	0.00	0.00	0.00
13570621	5277	PHOTOCOPY MACHINE LE	5,873.29	0.00	0.00	0.00	0.00	0.00	0.00

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			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
13570621	5320	CONTRACTED SERVICES	25.56	0.00	0.00	0.00	0.00	0.00	0.00
13570621	5421	OFFICE SUPPLIES (GEN	4,688.00	0.00	9,910.00	9,858.19	0.00	5,020.00	5,020.00
13570621	5511	TEXTBOOKS	3,538.52	0.00	7,000.00	6,675.52	0.00	12,000.00	12,000.00
13570621	5514	INSTRUCTIONAL SUPPLI	7,338.38	0.00	10,000.00	8,616.69	0.00	10,300.00	10,300.00
13570621	5852	OFFICE FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570621	5860	EQUIPMENT	719.21	0.00	0.00	0.00	0.00	0.00	0.00
13570641	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570721	5277	PHOTOCOPY MACHINE LE	6,200.00	0.00	0.00	0.00	0.00	0.00	0.00
13570721	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
13570721	5421	OFFICE SUPPLIES (GEN	8,574.09	0.00	10,000.00	9,960.66	0.00	8,560.00	8,560.00
13570721	5511	TEXTBOOKS	6,490.43	0.00	6,000.00	5,904.85	0.00	7,000.00	7,000.00
13570721	5514	INSTRUCTIONAL SUPPLI	16,285.87	0.00	12,610.00	10,735.19	0.00	15,400.00	15,400.00
13570721	5852	OFFICE FURNITURE	653.92	0.00	0.00	0.00	0.00	0.00	0.00
13570721	5860	EQUIPMENT	349.97	0.00	0.00	0.00	0.00	1,000.00	1,000.00
13570741	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570741	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570821	5277	PHOTOCOPY MACHINE LE	10,228.52	0.00	0.00	0.00	0.00	0.00	0.00
13570821	5421	OFFICE SUPPLIES (GEN	4,921.00	0.00	14,610.00	14,610.00	0.00	11,090.00	11,090.00
13570821	5511	TEXTBOOKS	1,029.11	0.00	10,000.00	9,669.84	0.00	10,000.00	10,000.00
13570821	5514	INSTRUCTIONAL SUPPLI	12,401.57	0.00	15,000.00	14,600.87	0.00	15,000.00	15,000.00
13570841	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570921	5277	PHOTOCOPY MACHINE LE	19,432.42	0.00	0.00	0.00	0.00	0.00	0.00
13570921	5320	CONTRACTED SERVICES	0.00	0.00	10,000.00	10,000.00	0.00	8,000.00	8,000.00
13570921	5381	PRINTING AND BINDING	7,822.00	0.00	0.00	0.00	0.00	0.00	0.00
13570921	5421	OFFICE SUPPLIES (GEN	15,906.16	0.00	15,000.00	15,000.00	0.00	13,000.00	13,000.00
13570921	5511	TEXTBOOKS	6,999.26	0.00	500.00	706.53	0.00	10,000.00	10,000.00
13570921	5514	INSTRUCTIONAL SUPPLI	8,827.99	0.00	10,478.00	13,058.43	0.00	9,295.00	9,295.00
13570921	5860	EQUIPMENT	439.95	0.00	0.00	0.00	0.00	0.00	0.00
13570941	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570941	5381	PRINTING AND BINDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570941	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13570960	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13571021	5277	PHOTOCOPY MACHINE LE	23,398.94	0.00	0.00	0.00	0.00	0.00	0.00
13571021	5320	CONTRACTED SERVICES	27,859.37	0.00	64,661.00	59,051.30	0.00	65,000.00	65,000.00
13571021	5421	OFFICE SUPPLIES (GEN	34,872.48	0.00	25,388.00	23,533.56	0.00	25,000.00	25,000.00
13571021	5511	TEXTBOOKS	56,514.37	0.00	16,031.55	14,519.12	0.00	15,000.00	15,000.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
13571021	5514	INSTRUCTIONAL SUPPLI	57,746.43	0.00	24,757.50	22,937.60	0.00	62,750.00	62,750.00
13571021	5860	EQUIPMENT	9,321.00	0.00	0.00	0.00	0.00	0.00	0.00
13571040	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13571040	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13571040	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13571121	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13571121	5320	CONTRACTED SERVICES	447.00	0.00	500.00	409.49	0.00	500.00	500.00
13571121	5421	OFFICE SUPPLIES (GEN	4,000.00	0.00	4,610.00	4,353.45	0.00	2,000.00	2,000.00
13571121	5514	INSTRUCTIONAL SUPPLI	7,033.47	0.00	3,000.00	2,439.47	0.00	500.00	500.00
13571121	5860	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Total Regular Day- Pre Schl-Exp			1,135,974.50	1,259,000.00	1,102,466.05	883,036.59	1,269,500.00	1,077,390.00	1,077,390.00
250	057	Department Total	19,003,194.51	18,138,818.00	18,288,627.05	18,083,002.21	18,535,473.00	18,707,926.00	18,707,926.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
SPED- Supervision-Psnl									
13640140	5117	ADMINISTRATIVE	-3,461.54	0.00	0.00	0.00	0.00	0.00	0.00
13640140	5160	CLERICAL	3,179.75	0.00	0.00	0.00	0.00	0.00	0.00
13640140	5163	PARAPROFESSIONALS	617.50	250,000.00	28,500.00	0.00	0.00	0.00	0.00
13640160	5100	SUBSTITUTE TEACHERS	2,660.00	0.00	0.00	61,392.28	0.00	0.00	0.00
13640160	5111	SALARIES-FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13640160	5114	TUTORS	1,262.50	15,000.00	15,000.00	14,792.50	18,000.00	18,000.00	18,000.00
13640160	5117	ADMINISTRATIVE	93,461.58	180,509.00	169,880.00	169,879.66	184,119.00	184,119.00	184,119.00
13640160	5125	DIST WIDE TEACHING	178,030.48	490,906.00	555,034.00	567,663.77	915,269.00	1,106,271.00	1,106,271.00
13640160	5160	CLERICAL	25,047.67	28,391.00	28,391.00	30,210.22	30,685.00	30,685.00	30,685.00
13640160	5163	PARAPROFESSIONALS	11,695.48	7,156.00	7,117.00	7,117.00	7,460.00	7,420.00	7,420.00
13640170	5125	DIST WIDE TEACHING	187,298.89	0.00	268,999.00	268,999.00	0.00	0.00	0.00
13640180	5112	TRANSPORTATION	523,028.17	470,451.00	518,451.00	577,099.45	551,164.00	310,239.00	310,239.00
13640180	5131	OVERTIME (GENERAL)	60,091.75	30,000.00	30,000.00	30,000.00	31,500.00	0.00	0.00
13640180	5160	CLERICAL	0.00	0.00	0.00	0.00	0.00	33,856.00	33,856.00
13640180	5165	NON-INST SUPERVISOR	55,537.38	43,860.00	43,860.00	44,442.16	47,500.00	47,500.00	47,500.00
13640220	5102	ELEMENTARY	299,589.94	292,459.00	224,559.00	224,557.64	296,000.00	250,387.00	250,387.00
13640220	5163	PARAPROFESSIONALS	157,242.42	168,778.00	177,741.00	177,741.00	200,879.00	257,864.00	257,864.00
13640320	5102	ELEMENTARY	286,138.29	275,134.00	180,390.00	180,389.80	175,571.00	198,378.00	198,378.00
13640320	5163	PARAPROFESSIONALS	139,872.70	126,280.00	166,722.00	166,722.00	193,006.00	138,898.00	138,898.00
13640420	5102	ELEMENTARY	162,848.50	207,433.00	302,750.00	302,750.18	249,719.00	249,719.00	249,719.00
13640420	5163	PARAPROFESSIONALS	52,895.16	91,736.00	91,333.00	91,333.00	94,620.00	67,412.00	67,412.00
13640520	5102	ELEMENTARY	197,729.49	253,511.00	267,016.00	266,843.55	275,842.00	230,229.00	230,229.00
13640520	5163	PARAPROFESSIONALS	125,099.35	167,800.00	168,707.00	168,707.00	192,653.00	162,971.00	162,971.00
13640620	5102	ELEMENTARY	182,449.87	258,501.00	243,414.00	240,063.73	273,932.00	319,545.00	319,545.00
13640620	5163	PARAPROFESSIONALS	135,985.67	172,640.00	147,034.00	147,034.00	157,540.00	157,540.00	157,540.00
13640720	5102	ELEMENTARY	167,100.46	121,933.00	164,706.00	162,748.30	180,300.00	203,106.00	203,106.00
13640720	5163	PARAPROFESSIONALS	95,020.26	113,336.00	200,660.00	180,061.42	195,504.00	224,183.00	224,183.00
13640820	5102	ELEMENTARY	267,114.38	332,951.00	305,744.00	302,375.32	321,469.00	367,082.00	367,082.00
13640820	5163	PARAPROFESSIONALS	205,311.34	262,872.00	310,998.00	302,904.37	327,641.00	320,625.00	320,625.00
13640920	5130	MIDDLE SCHOOL	955,967.65	1,095,000.00	1,105,257.00	1,103,409.90	1,151,050.00	1,014,211.00	1,014,211.00
13640920	5163	PARAPROFESSIONALS	184,275.60	251,333.00	309,327.00	299,487.14	350,712.00	373,006.00	373,006.00
13641020	5140	SPED High Schl-Psnl	1,059,963.80	1,275,853.00	1,204,123.00	1,199,787.97	1,247,406.00	1,247,406.00	1,247,406.00
13641020	5163	PARAPROFESSIONAL	98,319.34	182,659.00	264,072.00	240,697.57	286,042.00	315,723.00	315,723.00
13641120	5111	SALARIES-FULL TIME	309,797.15	367,241.00	381,679.00	426,472.10	380,722.00	380,722.00	380,722.00
13641120	5150	FRINGE/STIPENDS	625.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
13641120	5163	PARAPROFESSIONALS	170,772.74	195,222.00	181,577.00	181,577.00	212,495.00	212,495.00	212,495.00
Total SPED- Pre Schl-Psnl			6,392,568.72	7,728,945.00	8,063,041.00	8,137,259.03	8,548,800.00	8,429,592.00	8,429,592.00
SPED- Teach/Und-Exp									
13640161	5302	MEDICAL CONTRACTUAL	408,112.00	1,275,000.00	1,215,000.00	1,390,000.00	1,120,000.00	975,639.00	975,639.00
13640161	5307	INSTRUCT/EDUC TEST	527.85	10,000.00	10,000.00	9,834.50	10,000.00	10,000.00	10,000.00
13640161	5313	EDUCATION EVALUATION	123,884.19	180,000.00	157,500.00	148,462.85	125,000.00	130,000.00	130,000.00
13640161	5320	CONTRACTED SERVICES	608,752.01	310,000.00	972,500.00	952,148.70	700,000.00	700,000.00	700,000.00
13640161	5324	TUITION	5,006,498.96	4,627,000.00	3,809,743.00	3,575,778.73	4,400,000.00	4,400,000.00	4,400,000.00
13640161	5421	OFFICE SUPPLIES (GEN	5,579.99	6,000.00	6,000.00	5,385.78	6,000.00	8,000.00	8,000.00
13640161	5514	INSTRUCTIONAL SUPPLI	9,260.60	25,000.00	21,000.00	20,208.32	25,000.00	25,000.00	25,000.00
13640161	5519	COMPUTER SOFTWARE	6,375.00	25,000.00	1,000.00	977.55	10,000.00	20,000.00	20,000.00
13640161	5582	DATA PROCESSING SUPP	951.70	1,200.00	1,200.00	1,193.65	1,200.00	1,200.00	1,200.00
13640161	5780	OTHER EXPENSES	7,450.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
13640161	5860	EQUIPMENT	21,118.35	35,000.00	15,000.00	14,639.86	20,000.00	28,000.00	28,000.00
13640171	5307	INSTRUCT/EDUC TEST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13640181	5244	VEHICLE REPAIR AND M	15,000.00	30,000.00	30,000.00	29,999.05	30,000.00	30,000.00	30,000.00
13640181	5270	RENTAL & LEASE	70,280.00	70,280.00	70,280.00	70,280.00	0.00	0.00	0.00
13640181	5320	CONTRACTED SERVICES	2,500.00	2,500.00	2,500.00	2,462.62	2,500.00	0.00	0.00
13640181	5332	SPEC ED TRANSPORTATI	814,419.17	800,000.00	627,000.00	496,878.94	700,000.00	600,000.00	600,000.00
13640181	5504	SUPPLIES-TRANS GENRL	2,725.81	15,000.00	15,000.00	14,973.02	15,000.00	0.00	0.00
13641140	5514	INSTRUCTIONAL SUPPLI	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
13642020	5320	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13642020	5421	OFFICE SUPPLIES (GEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13642020	5519	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13642020	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total SPED-Supervision-Exp			7,104,435.63	7,421,980.00	6,963,723.00	6,743,223.57	7,174,700.00	6,937,839.00	6,937,839.00
250	064	Department Total	13,497,004.35	15,150,925.00	15,026,764.00	14,880,482.60	15,723,500.00	15,367,431.00	15,367,431.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Bilingual- Supervision-Psnl									
13700120	5125	DIST WIDE TEACHING	70,816.26	98,011.00	61,159.00	61,158.65	132,594.00	132,594.00	132,594.00
13700120	5131	OVERTIME (GENERAL)	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00
13700120	5160	CLERICAL	35,492.66	33,569.00	33,569.00	35,735.61	36,299.00	36,299.00	36,299.00
13700120	5163	PARAPROFESSIONALS	6,500.00	12,500.00	12,500.00	17,116.53	14,190.00	14,190.00	14,190.00
13700320	5102	ELEMENTARY	271,289.26	179,930.00	239,065.00	239,064.60	244,438.00	244,438.00	244,438.00
13700320	5111	SALARIES-FULL TIME	-1,421.96	0.00	0.00	0.00	0.00	0.00	0.00
13700320	5163	PARAPROFESSIONALS	15,947.58	10,876.00	10,876.00	13,248.76	11,251.00	11,251.00	11,251.00
13700520	5111	SALARIES-FULL TIME	862,965.90	814,234.00	888,508.00	890,644.66	915,300.00	915,300.00	915,300.00
13700520	5163	PARAPROFESSIONALS	5,590.05	0.00	0.00	0.00	0.00	0.00	0.00
13700720	5111	SALARIES-FULL TIME	144,613.09	70,111.00	72,740.00	72,739.75	71,562.00	71,562.00	71,562.00
13700720	5163	PARAPROFESSIONALS	7,629.35	0.00	0.00	0.00	0.00	0.00	0.00
13700820	5102	ELEMENTARY	113,594.48	127,315.00	127,315.00	127,263.52	130,008.00	130,008.00	130,008.00
13700820	5111	SALARIES-FULL TIME	8,473.44	0.00	0.00	0.00	0.00	0.00	0.00
13700820	5163	PARAPROFESSIONALS	9,151.54	0.00	0.00	0.00	0.00	0.00	0.00
13700920	5130	MIDDLE SCHOOL	268,231.22	284,738.00	315,962.00	310,027.80	310,880.00	310,880.00	310,880.00
13701020	5111	SALARIES-FULL TIME	285,173.46	307,796.00	326,814.00	327,403.47	337,206.00	337,206.00	337,206.00
13701020	5140	TEACHING	6,148.00	0.00	0.00	0.00	0.00	0.00	0.00
13701020	5163	PARAPROFESSIONALS	11,959.36	14,698.00	14,698.00	11,588.82	14,841.00	14,841.00	14,841.00
Total Bilingual- High Schl-Psnl			2,122,153.69	1,954,778.00	2,103,206.00	2,105,992.17	2,218,569.00	2,218,569.00	2,218,569.00
Bilingual- Teach/Und-Exp									
13701331	5320	CONTRACTED SERVICES	46,978.50	50,000.00	50,000.00	49,985.15	30,000.00	30,000.00	30,000.00
13701331	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13702020	5277	PHOTOCOPY MACHINE LE	1,064.99	0.00	0.00	0.00	0.00	0.00	0.00
13702020	5582	DATA PROCESSING SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13702030	5421	OFFICE SUPPLIES (GEN	1,187.04	4,000.00	4,000.00	1,846.75	4,000.00	4,000.00	4,000.00
13702050	5780	OTHER EXPENSES	289.73	0.00	0.00	0.00	0.00	0.00	0.00
Total Bilingual- Prof Dev-Exp			49,520.26	54,000.00	54,000.00	51,831.90	34,000.00	34,000.00	34,000.00
250	070	Department Total	2,171,673.95	2,008,778.00	2,157,206.00	2,157,824.07	2,252,569.00	2,252,569.00	2,252,569.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Capital Project Expenses									
13730120	5760	JUDGMENTS/SETTLEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	Capital Project Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250	073	Department Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Prior FY Exp - Personnel									
13800001	5111	SALARIES-FULL TIME	454,122.34	0.00	0.00	0.00	0.00	0.00	0.00
Total Prior FY Exp - Personnel			454,122.34	0.00	0.00	0.00	0.00	0.00	0.00
Prior FY Exp-Non-personnel									
13800005	5302	MEDICAL CONTRACTUAL	325,038.20	0.00	0.00	0.00	0.00	0.00	0.00
13800005	5313	EDUCATION EVALUATION	166,952.00	0.00	0.00	0.00	0.00	0.00	0.00
13800005	5320	CONTRACTED SERVICES	6,961.48	0.00	0.00	0.00	0.00	0.00	0.00
13800005	5324	TUITION	696,429.04	0.00	0.00	0.00	0.00	0.00	0.00
13800005	5332	SPEC ED TRANSPORTATI	151,070.19	0.00	0.00	0.00	0.00	0.00	0.00
13800005	5780	OTHER EXPENSES	753,188.12	0.00	0.00	0.00	0.00	0.00	0.00
Total Prior FY Exp-Non-personnel			2,099,639.03	0.00	0.00	0.00	0.00	0.00	0.00
250	080	Department Total	2,553,761.37	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
FY2008 ISSUES-PERSONNEL									
13810001	5110	FURLOUGH & DONATIONS	-385,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total FY2008 ISSUES-PERSONNEL			-385,000.00	0.00	0.00	0.00	0.00	0.00	0.00
250	081	Department Total	-385,000.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Reserve Fund- Contingncy-Ps									
13930120	5146	VAC/SICK LEAVE BYBK	363,761.05	0.00	97,939.00	97,938.12	0.00	0.00	0.00
13930120	5161	RETROACTIVE WAGES	0.00	1,000,000.00	1,113,091.00	1,113,090.51	0.00	0.00	0.00
13930120	5164	MERIT POOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserve Fund- Contingncy-Ps			363,761.05	1,000,000.00	1,211,030.00	1,211,028.63	0.00	0.00	0.00
250	093	Department Total	363,761.05	1,000,000.00	1,211,030.00	1,211,028.63	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Prof Dev- Prof Dev-Psnl									
13990160	5100	SUBSTITUTE TEACHERS	3,600.00	0.00	0.00	0.00	0.00	0.00	0.00
13990160	5150	FRINGE/STIPENDS	19,402.75	30,500.00	30,500.00	22,897.57	30,500.00	30,500.00	30,500.00
13990240	5150	FRINGE/STIPENDS	1,700.00	0.00	2,950.00	2,950.00	0.00	0.00	0.00
13990320	5150	FRINGE/STIPENDS	1,225.99	0.00	8,000.00	8,000.00	0.00	0.00	0.00
13990410	5150	FRINGE/STIPENDS	0.00	0.00	2,600.00	2,400.00	0.00	2,100.00	2,100.00
13990540	5100	SUBSTITUTE TEACHERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990540	5150	FRINGE/STIPENDS	2,459.20	0.00	0.00	0.00	0.00	0.00	0.00
13990710	5100	SUBSTITUTE TEACHERS	0.00	500.00	500.00	0.00	0.00	0.00	0.00
13990820	5100	SUBSTITUTE TEACHERS	0.00	2,000.00	2,000.00	1,743.60	0.00	0.00	0.00
13990820	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990940	5100	SUBSTITUTE TEACHERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990940	5150	FRINGE/STIPENDS	367.50	0.00	0.00	0.00	0.00	0.00	0.00
13991020	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Prof Dev- Prof Dev-Psnl			28,755.44	33,000.00	46,550.00	37,991.17	30,500.00	32,600.00	32,600.00
Prof Dev- Asst Super-Exp									
13990120	5324	TUITION	1,693.00	0.00	0.00	0.00	0.00	0.00	0.00
13990141	5730	DUES AND SUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990150	5317	EDUCATIONAL TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990150	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990161	5317	EDUCATIONAL TRAINING	605.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
13990161	5324	TUITION	28,105.00	50,000.00	30,000.00	28,647.50	0.00	0.00	0.00
13990161	5514	INSTRUCTIONAL SUPPLI	1,908.34	5,000.00	5,000.00	4,141.80	5,000.00	5,000.00	5,000.00
13990161	5780	OTHER EXPENSES	94.33	6,500.00	6,500.00	6,499.42	6,500.00	6,500.00	6,500.00
13990161	5781	AUTO ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990241	5317	EDUCATIONAL TRAINING	580.00	0.00	1,800.00	1,762.80	0.00	0.00	0.00
13990241	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990321	5317	EDUCATIONAL TRAINING	0.00	0.00	0.00	0.00	0.00	1,870.00	1,870.00
13990321	5780	OTHER EXPENSES	1,920.45	0.00	0.00	0.00	0.00	0.00	0.00
13990415	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990420	5780	OTHER EXPENSES	0.00	0.00	600.00	0.00	0.00	0.00	0.00
13990541	5317	EDUCATIONAL TRAINING	0.00	0.00	1,000.00	508.40	0.00	1,340.00	1,340.00
13990541	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990541	5780	OTHER EXPENSES	653.94	0.00	0.00	0.00	0.00	0.00	0.00
13990621	5317	EDUCATIONAL TRAINING	0.00	0.00	0.00	0.00	0.00	700.00	700.00
13990621	5514	INSTRUCTIONAL SUPPLI	265.05	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures	Adopted Budget	Adjusted Budget	Y-T-D Expenses	Department	Mayor	Council
			FY 2008	FY 2009	FY 2009	FY 2009	FY 2010	FY 2010	FY 2010
13990621	5780	OTHER EXPENSES	490.00	0.00	0.00	0.00	0.00	0.00	0.00
13990720	5317	EDUCATIONAL TRAINING	550.00	0.00	0.00	0.00	0.00	0.00	0.00
13990720	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990821	5317	EDUCATIONAL TRAINING	0.00	0.00	5,000.00	1,830.67	0.00	5,000.00	5,000.00
13990821	5514	INSTRUCTIONAL SUPPLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990910	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13990941	5317	EDUCATIONAL TRAINING	1,299.00	0.00	9,000.00	9,000.00	0.00	5,000.00	5,000.00
13990941	5514	INSTRUCTIONAL SUPPLI	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00
13990941	5780	OTHER EXPENSES	769.00	0.00	0.00	0.00	0.00	0.00	0.00
13991021	5317	EDUCATIONAL TRAINING	1,966.80	0.00	1,000.00	880.00	0.00	1,000.00	1,000.00
13991021	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13991121	5317	EDUCATIONAL TRAINING	0.00	0.00	3,000.00	1,023.04	0.00	400.00	400.00
13992020	5712	EXP CTL REIMBURSE	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00
13992020	5780	OTHER EXPENSES	0.00	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00
13992040	5780	OTHER EXPENSES	2,328.04	2,000.00	2,000.00	1,999.37	0.00	0.00	0.00
13992060	5780	OTHER EXPENSES	755.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Prof Dev- Personnel-Exp			60,482.95	74,500.00	75,900.00	67,293.00	16,500.00	31,810.00	31,810.00
250	099	Department Total	89,238.39	107,500.00	122,450.00	105,284.17	47,000.00	64,410.00	64,410.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

	Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Fund Totals For 100	46,317,676.02	45,376,000.00	45,774,696.05	45,070,429.51	45,876,000.00	45,876,000.00	45,876,000.00

Public Services – Sewer Enterprise

Mission Statement

To provide increased regular maintenance on sewer and drain system thus reducing system failure.

Significant Changes

We would like to be able to offer an upgrade opportunity for Head Water/Sewer Foreman. We would not backfill the working foreman position at that time. In light of the fiscal budget restraints and anticipated cuts, we would recommend the position of Cross Connect Inspector be eliminated and be contracted out for services. It is my understanding from discussing this with David Knowlton that the contracted services could be paid for from funds derived from Water & Sewer Enterprise Accounts. Also in the 10% plan, we have moved the budget for a working foreman within the Public Service Line where as the salary had been split 50/50 Water Sewer this past fiscal year. We would hope to maintain the level of services as provided at this time.

Previous Fiscal Year Accomplishments

- Viewed 24 sewer lines with contracted video cameras
- Rebuilt 25 sewer manholes and catch basins
- Cleaned 3000'+ feet of sewer line
- Cleaned 500+ catch basins
- Web site used for up-to-date sewer related bulletins.
- Began sewer inspection records for reference
- Utilize GIS system in place
- Extended pipes at Deadhorse Beach for sufficient drainage.

FY 2010 Goals & Objectives

- Maintain sewer system to help reduce sewer backups
- Routine cleaning of catch basins
- Clean 3000 feet of sewer line
- Continue to view thru video any troubled areas
- Reduce flooding of areas thru active c/b cleaning
- Utilization of reverse 911

- Leak detection efforts to continue to identify areas of weakness in the infrastructure and implement repairs and maintenance of, minimizing sewer and drain leaks and breaks.
- TV Camering with contractor
- Continue to investigate sewer separation in certain areas
- 10% plan- contract services for Back Flow and Cross Connection Inspections.

PERFORMANCE INDICATORS

230-Public Services-Sewer Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Sewer Backups Reported -Residential & City Owned		10	41	12	
City Responsible		5	20	2	
Resident Responsible		5	21	10	

*Note - FY 2009 Estimates are actual YTD as of 3/31/09

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Sewer-Pub Serv-Personnel									
600031	5111	SALARIES-FULL TIME	217,553.89	244,727.00	243,327.00	244,990.63	254,553.00	228,959.00	228,959.00
600031	5131	OVERTIME (GENERAL)	16,965.51	20,000.00	21,400.00	21,372.23	15,000.00	15,000.00	15,000.00
600031	5150	FRINGE/STIPENDS	0.00	3,361.00	3,361.00	3,250.00	4,845.00	4,845.00	4,845.00
Total Sewer-Pub Serv-Personnel			234,519.40	268,088.00	268,088.00	269,612.86	274,398.00	248,804.00	248,804.00
Sewer-Pub Serv-Expenses									
600032	5211	ELECTRICITY	4,848.77	0.00	7,000.00	4,667.33	0.00	10,000.00	10,000.00
600032	5215	NATURAL GAS	0.00	0.00	3,000.00	3,000.00	0.00	9,000.00	9,000.00
600032	5251	UTILITY SERV REP & MAINT	10,000.00	10,000.00	10,000.00	9,979.57	10,000.00	10,000.00	10,000.00
600032	5301	POLICE DETAIL	12,840.00	5,000.00	8,000.00	8,000.00	5,000.00	5,000.00	5,000.00
600032	5317	EDUCATIONAL TRAINING	398.00	1,000.00	1,000.00	225.00	1,000.00	1,000.00	1,000.00
600032	5320	CONTRACTED SERVICES	10,000.00	10,000.00	17,750.00	17,679.48	3,690.00	3,690.00	3,690.00
600032	5421	OFFICE SUPPLIES (GEN	294.06	750.00	750.00	719.55	750.00	750.00	750.00
600032	5481	GASOLINE/DIESEL FUEL	204,999.95	125,000.00	107,250.00	96,196.98	125,000.00	105,000.00	105,000.00
600032	5483	VEHICLE PRTS & ACCES	59,921.15	30,000.00	38,000.00	29,983.98	30,000.00	25,000.00	25,000.00
600032	5485	STREET SWEEPER BROOM	0.00	10,000.00	10,000.00	7,382.02	10,000.00	10,000.00	10,000.00
600032	5710	IN STATE TRAVEL, MEE	48.15	250.00	250.00	0.00	250.00	250.00	250.00
600032	5839	INFRASTRUCTURE REPAI	25,000.00	25,000.00	25,000.00	24,997.52	25,000.00	25,000.00	25,000.00
600032	5860	EQUIPMENT	11,355.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Sewer-Pub Serv-Expenses			339,705.08	217,000.00	228,000.00	202,831.43	210,690.00	204,690.00	204,690.00
230	440	Department Total	574,224.48	485,088.00	496,088.00	472,444.29	485,088.00	453,494.00	453,494.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
RENNARD	RICHARD	230 SEWER-PUBLIC SERVICES	600031-5111 PUBLIC SERVICES DIR	06031974	28,173.23		0.3	33%		1,635.51	1,635.51	28,173.23	28,173.23	1,668.22	28,736.70	28,736.70
								4.6								
										Total AFSCME 1818		226,379.77	176,795.80		200,222.22	200,222.22
					28,173.23		4.9	Total Full Time - 5111				254,553.00	204,969.03		228,958.92	228,958.92
	230 SEWER-PUBLIC SERVICES	600031-5131 OVERTIME			20,000.00				0.0			15,000.00	15,000.00		15,000.00	15,000.00
	230 SEWER-PUBLIC SERVICES	600031-5150 AFSCME Stipend			3,361.00				4.6	650.00	950.00	4,845.00	4,845.00	950.00	4,845.00	4,845.00
					28,173.23		4.9	Department Total				274,398.00	224,814.03		248,803.92	248,803.92

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	5.1	5.1	4.9	-0.2

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks Old New		FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	
BEAUREGARD	RICHARD	230 SEWER - PUBLIC SERV	600031-5111	WORKING FOREMAN	12/18/2006	22,598.74	0.5	890.18	907.96				50%	23,698.37	23,698.37	23,698.37	23,698.37	
CLAY	JOHN	230 SEWER - PUBLIC SERV	600031-5111	HME0	03221999	19,756.09	0.5	756.94	772.08				50%	20,151.21	20,151.21	20,151.21	20,151.21	
CONDON	DEREK	230 SEWER - PUBLIC SERV	600031-5111	HME0	9/8/2000	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34	
COVIELLO	VALERIE	230 SEWER - PUBLIC SERV	600031-5111	PRINCIPAL ACCT CLERK	3/2/2000	13,597.00	0.3	781.44	797.07				33%	13,868.94	13,868.94	13,868.94	13,868.94	
LEVESQUE	JAMES	230 SEWER - PUBLIC SERV	600031-5111	St/Sidewalk Foreman	06211999	16,925.53	0.3	982.56	1,002.21				33%	17,264.05	17,264.05	17,264.05	17,264.05	
MARINO	PAUL	230 SEWER - PUBLIC SERV	600031-5111	WORKING FOREMAN	07231998	21,341.76	0.5	856.86	874.00	10/20/2009	907.98	16 36.2	50%	23,426.42	To General Fund	23,426.42	23,426.42	
MURRAY III	JOHN	230 SEWER - PUBLIC SERV	600031-5111	WATER SYS MAIN CRAFT	05221989	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34	
MURRAY III	Shift Differential	230 SEWER - PUBLIC SERV	600031-5111	Base Rate X 8% (4 days 32 hrs at \$ 50)		1,580.50		60.56	61.77				50%	1,612.11	1,612.11	1,612.11	1,612.11	
OSGOOD	STEPHEN	230 SEWER - PUBLIC SERV	600031-5111	HME0	1/27/2007	19,040.61	0.5	756.94	772.08				50%	20,151.26	20,151.26	20,151.26	20,151.26	
PERRY	JOHN	230 SEWER - PUBLIC SERV	600031-5111	MEO I/II	8/6/07	17,909.47	0.5	688.93	702.71	8/6/2009	729.82	5.6 46.6	50%	18,972.39	18,972.39	18,972.39	18,972.39	
PERRY	SCOTT	230 SEWER - PUBLIC SERV	600031-5111	HEO I/II	9/1/2007	17,896.68	0.5	728.76	743.34	9/1/2009	772.08	8.6 43.4	50%	20,024.81	20,024.81	20,024.81	20,024.81	
THIBODEAU	BRIAN	230 SEWER - PUBLIC SERV	600031-5111	CROSS CONNECT INSP	7/1/2004	25,644.65	0.0	982.55	1,002.20				50%	26,157.55	Position Eliminated		-	
OUT OF GRADE						750.00								750.00	750.00	750.00	750.00	
						216,553.46	4.6							226,379.77	176,795.80	200,222.22	200,222.22	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Public Services - Sewer Enterprise - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600032	5211	ELECTRICITY			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00	Split with DPW/Water/SEWER		10,000
TOTAL			-	-	10,000
600032	5215	NATURAL GAS			
		Keyspan - avg. monthly \$533 x 12 = \$6396. Metromedia - avg. monthly \$942.33 x 12 = \$11308.00 f2292.orecasted cost increase for Fy 10'	Split with DPW/Water/SEWER		9,000
TOTAL					-
					9,000
600032	5251	UTILITY SERVICE REPAIR & MAINT			
		E. J. Prescott - pvc pipe, valves, gate valves & misc. items \$5000. +/-	10,000	10,000	10,000
TOTAL			10,000	10,000	10,000
600032	5301	POLICE DETAIL			
		needed for road work during water sewer line repairs in roads	5,000	4,000	5,000
TOTAL			5,000	4,000	5,000
600032	5317	EDUCATIONAL TRAINING			
		New England Water Works Assoc. for employee recertifications	500	500	500
		Misc. training courses as needed inservices	500	500	500
TOTAL			1,000	1,000	1,000
600032	5320	CONTRACTED SERVICES			
		Trauma Clean	3,690	3,690	3,690
TOTAL			3,690	3,690	3,690
600032	5421	OFFICE SUPPLIES (GENERAL)			
		Copy paper and other misc. general office supplies purchased under State Bid, supplies for office machines: fax, printers, copiers, toner	750	750	750
TOTAL			750	750	750
600032	5481	GASOLINE/DIESEL FUEL			
		Fuel for Sewer/Water Vehicles	125,000	125,000	105,000
TOTAL			125,000	125,000	105,000
600032	5483	VEHICLE PARTS & ACCESSORIES			
		C & C Auto Parts - State Bid - \$20,000-\$25,000	30,000	25,000	25,000
		Tires & Tubes purchased under State Bid (Sullivan Tire & Goodyear Tire)			
		Large tires for backhoe and loader are special tires that need to be purchased separately.			
TOTAL			30,000	25,000	25,000
600032	5485	Sweeper			
		associated costs for sweeper repairs	10,000	10,000	10,000
TOTAL			10,000	10,000	10,000
600032	5710	IN STATE TRAVEL & MEETINGS			
		tolls, parking, seminars, etc.	250	250	250
TOTAL			250	250	250

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Public Services - Sewer Enterprise - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600032	5839	INFRASTRUCTURE REPAIR			
		Misc repairs to infrastructure	25,000	23,000	25,000
TOTAL			25,000	23,000	25,000
TOTAL PROPOSED			210,690	202,690	204,690

Engineering – Sewer Enterprise

Mission Statement

The Engineering Department provides technical expertise related to connections to, and extension of, the municipal wastewater collection system. All sewer infrastructure improvement projects are managed by the Engineering Department. The City Engineer is Salem's representative on the South Essex Sewerage District's (SESD) board of directors. The Engineering Department manages the contracted operations and maintenance effort, including utility and supply costs, for the City's 8 wastewater pumping stations and mechanical tide gates is the outlet of the Forest River to Salem Harbor.

Engineering is also responsible for the billing of all wastewater expenses, based on usage, to all institutional, commercial, and residential properties in the City that are connected to the municipal collection system, over 12,000 accounts. The water and sewer departments provide customer service in a timely and professional manner in response to billing inquiries, managing current accounts, establishing new accounts, scheduling appointments for meter readers, identifying accounts requiring service, selling meters and deduct meters and processing of water and sewer billings monthly.

Funding for the efforts described herein is derived from the Sewer Enterprise System.

Significant Changes

There are no significant changes.

Previous Fiscal Year Accomplishments

- Continued efforts to identify and remove illicit (direct sanitary) connections to the City's drainage systems. Efforts have focused on the South River, Derby Wharf and North River Outfall locations, in response to Notices of Non-Compliance issued to the City from DEP.
- Managed for the second year in a row (with MIS, Collections and Assessors) liens on overdue water, sewer and trash bills to 4th quarter real estate tax bills; resulting in major revenue influx, estimated at over \$150,000 (sewer only).
- Applied for and received for second year, a DEP grant to subsidize 50 rain barrels, hundreds of water conservation devices to be purchased by citizens of the City of Salem.
- Initiated CIP funded projects to address flooding issues and storm water collection system deficiencies city-wide, including the South River, Forrester Street, Station Road and Moffat Street, and Orleans Avenue drainage studies.
- Advanced a city-wide Infiltration / Inflow (I/I) Study which metered the entire city's wastewater collection system and identified areas cost effective for further study. This project was funded through SESD's capital improvements account.
- Procured and started a new contract operator for the City's wastewater pumping stations and created a CIP program to upgrade the pump stations and reduce future Operation and Maintenance costs.
- Continued efforts to streamline the water and sewer billing system and to expeditiously resolve any billing disputes in a customer friendly manner.

FY 2010 Goals & Objectives

- Continue illicit connection detection and removal program.
- Continue resolving flooding and collection system deficiencies city-wide.
- Continue I/I study.
- Manage the new contractor operator of the City's wastewater pump stations.
- Evaluate the need for sewer extensions in areas currently unsewered.

PERFORMANCE INDICATORS

235-Engineering-Sewer Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of new 5/8 inch meters installed	95	100	70	75	75
Number of over 5/8 inch meters installed	30	29	12	15	15
Number of on-site appointments	550	561	572	584	595

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Sewer-Engineer-Personnel									
600131	5111	SALARIES-FULL TIME	151,636.37	148,888.00	148,888.00	146,580.05	161,375.00	162,915.00	162,915.00
600131	5131	OVERTIME (GENERAL)	5,031.93	5,700.00	5,700.00	5,245.55	5,790.00	5,790.00	5,790.00
600131	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	1,995.00	1,995.00	1,995.00
Total Sewer-Engineer-Personnel			156,668.30	154,588.00	154,588.00	151,825.60	169,160.00	170,700.00	170,700.00
Sewer-Engineer-Expenses									
600132	5211	ELECTRICITY-PUMP STATION	34,861.55	37,000.00	37,000.00	36,798.22	37,000.00	37,000.00	37,000.00
600132	5278	TELEPHONE EQUIP-PUMP STATION	1,180.95	1,500.00	1,500.00	1,279.45	1,500.00	1,200.00	1,200.00
600132	5283	SEWER LINE LEASE	551.25	700.00	700.00	700.00	700.00	700.00	700.00
600132	5305	ACCOUNTING AND AUDIT	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
600132	5317	EDUCATIONAL TRAINING	2,566.47	5,400.00	3,300.00	2,373.00	5,500.00	3,500.00	3,500.00
600132	5342	POSTAGE	6,042.50	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
600132	5375	PUMP STAT OP & MAINT	52,210.00	70,000.00	70,000.00	69,915.66	70,000.00	65,000.00	65,000.00
600132	5381	PRINTING AND BINDING	4,557.86	7,000.00	9,100.00	9,049.00	7,000.00	7,000.00	7,000.00
600132	5421	OFFICE SUPPLIES (GEN	1,545.51	2,000.00	1,800.00	1,718.63	2,000.00	2,000.00	2,000.00
600132	5445	PUMP STATION SUPPL	27,752.42	30,000.00	30,000.00	29,347.63	14,000.00	10,000.00	10,000.00
600132	5520	SOFTWARE SUPPORT/ENHANCEME]	1,485.00	2,200.00	2,200.00	500.00	2,200.00	2,200.00	2,200.00
600132	5710	IN STATE TRAVEL/MEETINGS	957.00	1,400.00	1,400.00	1,250.89	1,400.00	1,400.00	1,400.00
600132	5780	OTHER EXPENSES	1,268.00	4,000.00	4,000.00	3,949.27	4,000.00	4,000.00	4,000.00
600132	5837	SEWER SYS IMPROV PROG	300,000.00	30,000.00	80,200.00	30,132.49	30,000.00	20,000.00	20,000.00
600132	5869	COMPUTER EQUIP/TECH	2,641.27	3,000.00	3,000.00	1,963.07	3,000.00	3,000.00	3,000.00
Total Sewer-Engineer-Expenses			440,119.78	203,700.00	253,700.00	198,477.31	187,800.00	166,500.00	166,500.00
235	441	Department Total	596,788.08	358,288.00	408,288.00	350,302.91	356,960.00	337,200.00	337,200.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
CONNORS	BISA	235 SEWER-ENGINEERING	600131-5111 EXECUTIVE SECRETARY	10/11/2005	9,195.11			25%		704.61	-	RESIGNED	RESIGNED	-	RESIGNED	RESIGNED
CRIPPS	CHERYL	235 SEWER-ENGINEERING	600131-5111 SECRETARY				0.3	33%		675.00	675.00	11,627.55	11,627.55	688.50	11,860.10	11,860.10
DUBINSKY	ELLEN	235 SEWER-ENGINEERING	600131-5111 ADMIN ASSISTANT		-		0.1	10%		824.90	824.90	4,305.98	4,305.98	841.40	4,392.10	4,392.10
KNOWLTON	DAVID	235 SEWER-ENGINEERING	600131-5111 CITY ENGINEER	5/21/2007	28,086.30		0.3	33%		1,630.46	1,630.46	28,086.30	28,086.30	1,663.07	28,648.03	28,648.03
LEVINE	TRILLIUM	235 SEWER-ENGINEERING	600131-5111 GIS		10,501.10		0.2	20%		1,005.85	1,005.85	10,501.10	10,501.10	1,025.97	10,711.12	10,711.12
ROSE	JULIE	235 SEWER-ENGINEERING	600131-5111 BUSINESS MGR/WTR REG		22,496.36		0.4	40%		1,077.41	1,077.41	22,496.36	22,496.36	1,098.96	22,946.28	22,946.28
							2.5			Total AFSCME 1818		84,357.29	84,357.29		84,357.29	84,357.29
					70,278.86		3.9	Total Full Time - 5111				161,374.58	161,374.58		162,914.93	162,914.93
		235 SEWER-ENGINEERING	600131-5131 OVERTIME		5,031.00				0.0			5,790.00	5,790.00		5,790.00	5,790.00
		235 SEWER-ENGINEERING	600131-5150 AFSCME Stipend		-				2.5	650.00	950.00	2,375.00	2,375.00	950.00	2,375.00	2,375.00
					75,309.86		3.9	Department Total				169,539.58	169,539.58		171,079.93	171,079.93

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	2.8	2.8	3.9	1.1

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
										Date	Rate	# Wks Old New		FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	
BRENNAN	ARTHUR	235 SEWER - ENGINEERING	600131-5111	WATER METER READER	09141998	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34	
FIALHO	MONIQUE	235 SEWER - ENGINEERING	600131-5111	SR CLERK STEP	5/29/2007	12,587.45	0.5	714.23	756.62				0%	-	-	-	-	To Clerks
GRIGGS	DONNA	235 SEWER - ENGINEERING	600131-5111	PRINCIPAL CLERK	2/27/2006		0.5	781.44	797.07				50%	20,803.61	20,803.61	20,803.61	20,803.61	From Trash
MCCARTHY JR	JOHN	235 SEWER - ENGINEERING	600131-5111	WATER METER READER	04301990	19,756.04	0.5	756.94	772.08				50%	20,151.16	20,151.16	20,151.16	20,151.16	
THIBODEAU	DOROTHY	235 SEWER - ENGINEERING	600131-5111	ASST WATER REG	04151993	6,113.59	0.0	873.37	-				50%	-	-	-	-	RETIRED
WHITTEN	CYNTHIA	235 SEWER - ENGINEERING	600131-5111	ASST WATER REG	7/1/2003	20,395.63	0.5	840.72	890.85	-			50%	23,251.19	23,251.19	23,251.19	23,251.19	
-																		
						78,608.92	2.5											
														84,357.29	84,357.29	84,357.29	84,357.29	-

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Engineering - Sewer Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600132	5211	ELECTRICITY: Reduced each by 10%			
		Alameda Street-\$100x12; 1200	1,080	1,080	1,080
		Ravenna Ave-\$400x12+\$4800	4,600	4,600	4,600
		Jefferson Ave Pump-600x12, \$7,200	6,480	6,480	6,480
		Home St - \$500 x 12 = \$6000	5,400	5,400	5,400
		March St - \$400 x 12 = \$4800	4,320	4,320	4,320
		Wilson St. Pump 500 X 12 = 6000	5,400	5,400	5,400
		Highland Ave Pump 500 X 12 =6000	5,400	5,400	5,400
		Swampscott - \$200x 12 = 2280	2,160	2,160	2,160
		Swampscott Rd. Pump 330 - 200 X 12 = 2400	2,160	2,160	2,160
TOTAL			37,000	37,000	37,000
600132	5278	TELEPHONE EQUIP LEASE			
		Various phone lines, alarms and fax lines to support sewer pumping stations	1,500	1,200	1,200
		March St. 745-4278, Ravenna Ave. 741-1871, Swampscott Rd. 745-9615			
TOTAL			1,500	1,200	1,200
600132	5283	SEWER LINE LEASE			
		Fees charge by MBTA for use of lines under commuter rail tracks	700	700	700
TOTAL		Quarterly payments of 78.75 X 4= 315 and one annual payment of 315.00	700	700	700
600132	5305	ACCOUNTING AND AUDITING			
		Annual service for audits, contracted through Finance Dept.	2,500	2,500	2,500
TOTAL			2,500	2,500	2,500
600132	5317	EDUCATIONAL TRAINING			
		Misc. training courses as needed	500	500	-
		Munis training and support: Crystal Program, Interface with billing, etc.	5,000	3,000	3,500
TOTAL			5,500	3,500	3,500
600132	5342	POSTAGE			
		Total cost of postage for mailing w/s bills @ \$1,500/month @ 50%	7,000	7,000	7,000
		Water and Sewer department; updated by K&R on 2/09			
TOTAL			7,000	7,000	7,000
600132	5375	PUMP STATION OPERATION & MAINT			
		FY08 costs expected to be \$175, 000; add 20% increase for new contract	70,000	60,000	65,000
		\$126,000.00			
		Water Department in FY 09 (60% sewer, 40% water)			
TOTAL			70,000	60,000	65,000
600132	5381	PRINTING AND BINDING			
		Total cost of printing for mailing w/s bills @ 1,500/month @ 50%	6,000	6,000	6,000
		Inserts once a year	1,000	1,000	1,000
TOTAL		cost would almost triple if we go to montly billing	7,000	7,000	7,000
600132	5421	OFFICE SUPPLIES (GENERAL)			
		Printer paper - \$500 Printing - \$300 - Misc. general office supplies purchased	1,000	1,000	1,000
		under State Bid, supplies for office machines: fax, printers,toner			
		Supplies for colored printers	1,000	1,000	1,000
TOTAL			2,000	2,000	2,000

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Engineering - Sewer Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600132	5445	PUMP STATION SUPPLIES			
		50% of costs for pump station op and Maint. Will be shared with the Sewer Department in FY 09'	14,000	2,000	10,000
TOTAL			14,000	2,000	10,000
600132	5520	COMPUTER SOFTWARE & SUPPORT			
		Licensing for second computer(\$1,650); 1 day Itron support(\$2,800) at 50%	2,200	1,800	2,200
TOTAL			2,200	1,800	2,200
600132	5710	IN STATE TRAVEL & MEETINGS			
		tolls, parking, seminars, etc.	1,400	1,100	1,400
TOTAL			1,400	1,100	1,400
600132	5780	OTHER EXPENSES			
		Reimbursement for maintenance of licenses for meter readers per AFSCME	750	750	750
		Copier at \$300/month; 6 months	2,000	1,800	2,000
		Newspaper ads	1,250	1,000	1,250
			4,000	3,550	4,000
600132	5837	Sewer System Improvement Program	30,000	22,000	20,000
		Work contracted for improvements to system to various vendors			
TOTAL			30,000	22,000	20,000
600132	5869	COMPUTER EQUIPMENT/TECH			
		The server at \$4,300, \$491.00 for the Windows 2003 Server Standard Edition, \$1,000 for one day for Server Migration and \$166 for Veritas Backup Exec Remote Agent License	3,000	3,000	3,000
TOTAL			3,000	3,000	3,000
TOTAL PROPOSED			187,800	154,350	166,500

Treasurer – Sewer Enterprise – SESD Assessment

Pursuant to Chapter 339 of the Acts of 1925, the South Essex Sewerage Board determines the estimated cost of operations/maintenance and debt service for the Fiscal Year and apportions this amount to the cities, towns, county and Commonwealth served by the District.

Treasurer–Sewer Enterprise–Short Term Debt

On October 23, 2008 the City issued an \$8,300,000 BAN which combined existing BANS for Water, Sewer and School projects with new funding for Capital Improvement projects. The Sewer Enterprise Principal portion of this BAN is \$940,000.

Treasurer – Sewer Enterprise – Insurance Deductable

The City has taken an insurance policy to protect itself for City-at-fault sewerage back-ups into private structures. The City pays a deductible on each claim.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Sewer-Sort Term Debt Int-Exp									
600035	5925	INTEREST ON NOTES	0.00	0.00	0.00	0.00	0.00	33,840.00	33,840.00
Total Sewer-Sort Term Debt Int-Exp			0.00	0.00	0.00	0.00	0.00	33,840.00	33,840.00
270	752	Department Total	0.00	0.00	0.00	0.00	0.00	33,840.00	33,840.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Sewer Assessments									
600033	5649	SESD ASSESSMENT	5,603,209.00	5,841,346.00	5,841,346.00	5,841,133.00	5,922,201.00	5,922,201.00	5,922,201.00
	Total	Sewer Assessments	5,603,209.00	5,841,346.00	5,841,346.00	5,841,133.00	5,922,201.00	5,922,201.00	5,922,201.00
270	840	Department Total	5,603,209.00	5,841,346.00	5,841,346.00	5,841,133.00	5,922,201.00	5,922,201.00	5,922,201.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Sewer Enterprise Fund-Ins Dedu									
600037	5740A	Insurance Deductibles	8,656.00	10,000.00	10,000.00	167.00	10,000.00	10,000.00	10,000.00
	Total	Sewer Enterprise Fund-Ins Dedu	8,656.00	10,000.00	10,000.00	167.00	10,000.00	10,000.00	10,000.00
270	945	Department Total	8,656.00	10,000.00	10,000.00	167.00	10,000.00	10,000.00	10,000.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Sewer Assessments - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600033	5649	SESD Assessment City's portion of South Essex Sewerage District operating budget FY10 Per SESD	5,922,201		5,922,201
TOTAL			5,922,201	-	5,922,201
TOTAL PROPOSED			5,922,201	-	5,922,201
600035	5925	Interest on Notes Interest Figures from Debt Schedule on provided by First Southwest for Series A GO BAN dtd 12/23/08 totalling \$33,840.00 for Sewer	-		33,840
TOTAL			-	-	33,840
TOTAL PROPOSED			-	-	33,840
TREASURER - Sewer Enterprise Fund Insurance Deductibles					
600037	5740A	Sewer Enterprise Fund - Ins Deduc Estimated amount for insurance deductibles related to Sewer claims	10,000		10,000
TOTAL			10,000	-	10,000
TOTAL PROPOSED			10,000	-	10,000

Public Services – Water Enterprise

Mission Statement

Maintain safe and effective water distribution system.

Significant Changes

We would like to offer an upgrade opportunity for Head Water/Sewer Foreman. We would not backfill the working foreman position at that time. 10% plan - In light of the fiscal budget restraints and anticipated cuts, we would recommend the position of Cross Connect Inspector be eliminated and be contracted out for services. It is my understanding from discussing this with David Knowlton that the contracted services could be paid for from funds derived from Water & Sewer Enterprise Accounts. Also in the 10% plan, we have moved the budget for a working foreman within the Public Service Line where as the salary had been split 50/50 Water Sewer this past fiscal year. We would hope to maintain the level of services as provided at this time.

Previous Fiscal Year Accomplishments

- National Water Main Cleaning continued their cleaning of the catch basins
- Rebuilt catch basins
- Flushing Program
- Assisted with hydrant flow tests
- Web site used for up-to-date water emergency related bulletins.
- Liston Leak Detection services used resulting in our finding leaks and weaknesses in the system
- Repair, placing back in service 20" water main line Salem/Beverly Bridge – funds came from water enterprise fund

FY 2010 Goals & Objectives

- Improve system flow, reduce leaks and ensure safe drinking water
- Continue flushing program
- Water Gate program – exercising valves
- Paint and Repair all hydrants
- Continue Leak detection – work with city engineer on system improvements

- Continue to identify areas of weakness in the infrastructure and implement repairs and maintenance of, minimizing water loss, leaks and breaks.
- Rebid catch basin cleaning
- 10% plan- contract services for Back Flow and Cross Connection Inspections.

PERFORMANCE INDICATORS

230-Public Services-Water Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Water Main Breaks	5	23	8	11	
Service Breaks (Residential issues)				8	

***Note - FY 2009 Estimates are actual YTD as of 3/31/09**

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Water-Pub Serv-Personnel									
610031	5111	SALARIES-FULL TIME	217,179.20	244,727.00	244,778.55	244,778.55	254,553.00	228,959.00	228,959.00
610031	5131	OVERTIME (GENERAL)	29,481.75	30,000.00	38,559.45	37,164.60	27,000.00	27,000.00	27,000.00
610031	5150	FRINGE/STIPENDS	3,428.79	3,361.00	3,250.00	3,250.00	4,845.00	4,845.00	4,845.00
Total Water-Pub Serv-Personnel			250,089.74	278,088.00	286,588.00	285,193.15	286,398.00	260,804.00	260,804.00
Water-Pub Serv-Expenses									
610032	5211	ELECTRICITY	0.00	0.00	7,000.00	1,974.04	0.00	10,000.00	10,000.00
610032	5215	NATURAL GAS	0.00	0.00	3,000.00	1,950.45	0.00	9,000.00	9,000.00
610032	5251	UTILITY SERV REP & MAINT	24,763.80	35,000.00	47,000.00	46,906.59	35,000.00	35,000.00	35,000.00
610032	5301	POLICE DETAIL	37,000.00	20,000.00	25,500.00	25,500.00	20,000.00	20,000.00	20,000.00
610032	5317	EDUCATIONAL TRAINING	960.00	1,500.00	1,500.00	888.00	1,500.00	1,500.00	1,500.00
610032	5320	CONTRACTED SERVICES	46,217.58	10,000.00	18,000.00	17,056.11	1,648.00	1,648.00	1,648.00
610032	5421	OFFICE SUPPLIES (GEN	1,600.00	1,600.00	1,600.00	1,593.52	1,600.00	1,600.00	1,600.00
610032	5481	GASOLINE/DIESEL FUEL	186,705.84	125,000.00	105,000.00	105,000.00	125,000.00	105,000.00	105,000.00
610032	5483	VEHICLE PRTS & ACCES	0.00	30,000.00	38,000.00	29,733.11	30,000.00	25,000.00	25,000.00
610032	5501	MED & SURGICAL SUPPL	100.00	100.00	100.00	100.00	100.00	100.00	100.00
610032	5710	IN STATE TRAVEL, MEE	0.00	300.00	300.00	0.00	300.00	300.00	300.00
610032	5780	OTHER EXPENSES	533.02	1,535.00	1,535.00	1,282.80	1,535.00	1,535.00	1,535.00
610032	5835	WATER SYS IMPR PROG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610032	5839	INFRASTRUCTURE REPAI	213,656.00	25,000.00	25,000.00	24,889.00	25,000.00	25,000.00	25,000.00
610032	5860	EQUIPMENT	11,355.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
Total Water-Pub Serv-Expenses			522,891.24	250,035.00	278,535.00	261,873.62	241,683.00	235,683.00	235,683.00
230	450	Department Total	772,980.98	528,123.00	565,123.00	547,066.77	528,081.00	496,487.00	496,487.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
RENNARD	RICHARD	230 WATER-PUBLIC SERVICES	610031-5111 PUBLIC SERVICES DIR	06031974	28,173.23			0.3	33%	1,635.51	1,635.51	28,173.23	28,173.23	1,668.22	28,736.70	28,736.70
								4.6		Total AFSCME 1818		226,379.77	176,795.80		200,222.22	200,222.22
					28,173.23			4.9	Total Full Time - 5111			254,553.00	204,959.03		228,958.92	228,958.92
		230 WATER-PUBLIC SERVICES	610031-5131 OVERTIME		30,000.00				0.0			27,000.00	27,000.00		27,000.00	27,000.00
		230 WATER-PUBLIC SERVICES	610031-5150 AFSCME Stipend		3,361.00				4.6	650.00	950.00	4,845.00	4,845.00	950.00	4,845.00	4,845.00
					61,534.23			4.9	Department Total			286,398.00	236,814.03		260,803.92	260,803.92

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	5.1	5.1	4.9	-0.2

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department		Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded	Dept 10% Reduction	Mayor	Council	LONGEVITY
											Date	Rate	# Wks Old Now	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2	FY 2010 52.2		
BEAUREGARD	RICHARD	230	WATER - PUBLIC SERV	610031-5111	WORKING FOREMAN	3/2/2001	22,598.74	0.5	890.18	907.98				50%	23,698.37	23,698.37	23,698.37	23,698.37	
CLAY	JOHN	230	WATER - PUBLIC SERV	610031-5111	HME0	03221999	19,756.09	0.5	756.94	772.08				50%	20,151.21	20,151.21	20,151.21	20,151.21	
CONDON	DEREK	230	WATER - PUBLIC SERV	610031-5111	HME0	9/8/2000	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34	
COVIELLO	VALERIE	230	WATER - PUBLIC SERV	610031-5111	PRINCIPAL ACCT CLERK	3/2/2000	13,597.00	0.3	781.44	797.07				33%	13,868.94	13,868.94	13,868.94	13,868.94	
LEVESQUE	JAMES	230	WATER - PUBLIC SERV	610031-5111	St/Sidewalk Foreman III	06211999	16,925.53	0.3	982.56	1,002.21				33%	17,264.05	17,264.05	17,264.05	17,264.05	
MARINO	PAUL	230	WATER - PUBLIC SERV	610031-5111	WORKING FOREMAN	07231998	21,341.76	0.5	856.86	874.00	10/20/2009	907.98	16 36.2	50%	23,426.42	To General Fund	23,426.42	23,426.42	
MURRAY III	JOHN	230	WATER - PUBLIC SERV	610031-5111	WATER SYS MAIN CRAFT	05221989	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34	
MURRAY III	Shift Differential	230	WATER - PUBLIC SERV	610031-5111	Base Rate X 8% (4 days 32 hrs at \$.50)		1,580.50		60.56	61.77				50%	1,612.11	1,612.11	1,612.11	1,612.11	
OSGOOD	STEPHEN	230	WATER - PUBLIC SERV	610031-5111	HME0 I/II	1/27/2007	19,040.61	0.5	756.94	772.08				50%	20,151.26	20,151.26	20,151.26	20,151.26	
PERRY	JOHN	230	WATER - PUBLIC SERV	610031-5111	MEO I/II	8/6/07	17,909.47	0.5	688.93	702.71	8/6/2009	729.82	5.6 46.6	50%	18,972.39	18,972.39	18,972.39	18,972.39	
PERRY	SCOTT	230	WATER - PUBLIC SERV	610031-5111	HEO I/II	9/1/2007	17,896.68	0.5	728.76	743.34	9/1/2009	772.08	8.8 43.4	50%	20,024.81	20,024.81	20,024.81	20,024.81	
THIBODEAU	BRIAN	230	WATER - PUBLIC SERV	610031-5111	CROSS CONNECT INSP	7/1/2004	25,644.65	0.0	982.55	1,002.20				50%	28,157.55	Position Eliminated		-	
OUT OF GRADE							750.00							750.00	750.00	750.00	750.00		
							216,553.46	4.6						226,379.77	176,795.80	200,222.22	200,222.22		

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Public Services-Water Enterprise-230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600032	5211	ELECTRICITY			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00	Split with DPW/Water/SEWER		10,000
TOTAL			-	-	10,000
600032	5215	NATURAL GAS			
		Keyspan - avg. monthly \$533 x 12 = \$6396.			9,000
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00	Split with DPW/Water/SEWER		
		f2292.orecasted cost increase for Fy 10'			-
TOTAL					9,000
610032	5251	UTILITY SERVICE & REPAIR			
		Purchase of Hydrants and related parts - E. J. Prescott - \$15,000	35,000	35,000	35,000
		Other misc. vendors as needed.			
TOTAL			35,000	35,000	35,000
610032	5301	POLICE DETAIL			
		Needed for road work repairs during water line repairs in roads	20,000	15,000	20,000
TOTAL			20,000	15,000	20,000
610032	5317	EDUCATIONAL TRAINING			
		New England Water Works - \$100 per course average x 10 = \$1,000	1,000	1,000	1,000
		Educational inservices	500	500	500
TOTAL			1,500	1,500	1,500
610032	5320	CONTRACTED SERVICES			
		Liston Utilities	1,648	1,648	1,648
			1,648	1,648	1,648
610032	5421	OFFICE SUPPLIES (GENERAL)			
		Copy paper & Toner - Misc. General office supplies purchased	1,000	1,000	1,000
		Cross Connect Billing Program \$600.00	600	600	600
TOTAL			1,600	1,600	1,600
610032	5481	GASOLINE/DIESEL FUEL			
		Est. fuel cost minus receivables \$195,000 div. By three departments	80,000	80,000	80,000
		Burke for unleaded gas and diesel	45,000	45,000	25,000
TOTAL			125,000	125,000	105,000
610032	5483	VEHICLE PARTS			
		vehicle parts	30,000	25,000	25,000
TOTAL			30,000	25,000	25,000
610032	5501	MEDICAL & SURGICAL SUPPLIES			
		First Aid Kits, and misc. supplies	100	100	100
TOTAL			100	100	100
610032	5710	IN STATE TRAVEL & MEETINGS			
		Tolls, parking, seminars, etc.	300	300	300
TOTAL			300	300	300

FY 2010 DETAILED BUDGET REPORT
EXPENSES

Public Services-Water Enterprise-230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610032	5780	OTHER EXPENSES			
		CDL reimbursements	210	210	210
		Gage It services - certification of back flow inspection kits and any repairs	500	500	500
		Mass Water works membership dues	75	75	75
		Brian Thibodeau car allowance	750	750	750
TOTAL			1,535	1,535	1,535
610032	5839	INFRASTRUCTURE REPAIR			
		Filling/covering of trenches-Aggregate-Lynpac, High yield concrete	25,000	25,000	25,000
TOTAL			25,000	25,000	25,000
Total Proposed			241,683	231,683	235,683

Engineering –Water Enterprise

Mission Statement

The Engineering Department provides technical expertise related to connections to, and extension of, the municipal water distribution system. All water infrastructure improvement projects are managed by the Engineering Department. The City Engineer is Salem's representative on the Salem Beverly Water Supply Board (SBWSB). The Engineering Department manages the contracted operations and maintenance effort, including utility and supply costs, for the City's 2 water pumping stations and 2 covered storage reservoirs.

Engineering is responsible for the billing of all water expenses based on usage, to all institutional, commercial, and residential properties in the City that are connected to the municipal collection system, over 12,000 accounts. The water and sewer departments provide customer service in a timely and professional manner in response to billing inquiries, managing current accounts, establishing new accounts, scheduling appointments for meter readers, identifying accounts requiring service, selling meters and deduct meters and processing of water and sewer billings monthly.

Funding for the efforts described herein is derived from the Water Enterprise System.

Significant Changes

The Engineering Department provides technical assistance to the Water Department of Public Services in response to the condition and location of the City's transmission mains outside of the City continues to be a high priority for the department.

Previous Fiscal Year Accomplishments

- Managed for the second year in a row (with MIS, Collections and Assessors) liens on overdue water, sewer and trash bills to 4th quarter real estate tax bills; resulting in major revenue influx, estimated at over \$85,000 (water only).
- Applied for second year of a DEP grant to subsidize 50 rain to be purchased by citizens of the City of Salem.
- Continued providing effective billing and meter repair for water consumed with a minimum of billing issues.
- Ensured 95% of water meters are read at least annually.
- Initiated analysis of City wide water usage; and determined additional meter needs as well as more accurate water accounting. Selected a consultant and kicked off the City's water meter replacement program.
- Applied for and received a DEP grant to subsidize 125 water conservation devices, idle reduction kit, etc. valued at \$3,700.
- Completed efforts to identify unaccounted for water by evaluating the City's transmission mains located outside of the City.
- Assisted DPS with their leak detection efforts.

- Coordinated with the developers of the Wal-Mart and Campfire Girls property on Highland +Avenue to facilitate the relocation of the City's 1.0 MG elevated water storage tank to enable a new Lowes store and reconstructed Wal-Mart store. Currently working with the developers to agree on compensation to the City for the new tank and ensure engineering due diligence is completed for the proposed relocated tank site.
- Procured and started a new contract operator for the City's water pumping stations storage facilities and created a CIP program to upgrade the pump stations and reduce future Operation and Maintenance costs.
- Completed repair to long standing break in the City's 20-inch water main on the Salem-Beverly Bridge. The failed section of pipe was removed and a new section installed and the main has been operating as expected ever since.
- Developed water gate valve exercise program, to be implemented in FY 2009.
- Finalized design of a new transmission main on the Waters Street bridge with the Massachusetts Highway Department and the Town of Danvers
- Coordinated with Beverly for the replacement of the City's 20-inch main in Rantoul Street, Beverly. Beverly plans to reconstruct Rantoul Street and the City will take advantage of cost savings to replace and or rehabilitate our 100+ year old main prior to the reconstruction of the roadway.

FY 2010 Goals & Objectives

- Continue to increase public awareness of water conservation through Earth Day, June Chamber event; and collaborating with other organizations.
- Improve unaccounted for water through improved reporting, new meter installation, and CIP project implementation.
- Move forward in implementation of new metering system.
- Continue to coordinate with developers of the Wal-Mart and Lowes property on Highland Avenue, with respect to relocating the City's elevated water storage tank. Calendar year 2009 is expected to be spent by the developers securing the appropriate permits for the project. 2010 will be used to start and complete the site work needed on the property, and 2011 should see the start of the tank construction.
- Complete the design and start construction of a new or rehabilitated section of 20-inch transmission on Rantoul Street in Beverly.
- Renew city-wide leak detection efforts to continue reducing the City's unaccounted for water.
- Manage the new contract operator of the City's water pump stations and storage facilities.

PERFORMANCE INDICATORS

235-Engineering-Water Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of new 5/8 inch meters installed	95	100	70	75	75
Number of over 5/8 inch meters installed	30	29	12	15	15
Number of on-site appointments	550	561	572	584	595

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Water-Engineer-Personnel									
610131	5111	SALARIES-FULL TIME	153,993.47	148,888.00	148,888.00	146,581.48	161,375.00	162,915.00	162,915.00
610131	5131	OVERTIME (GENERAL)	5,143.24	5,700.00	5,700.00	5,018.47	5,790.00	5,790.00	5,790.00
610131	5150	FRINGE/STIPENDS	400.00	2,600.00	2,600.00	2,287.50	1,995.00	1,995.00	1,995.00
Total Water-Engineer-Personnel			159,536.71	157,188.00	157,188.00	153,887.45	169,160.00	170,700.00	170,700.00
Water-Engineer-Expenses									
610132	5211	ELECTRICITY-PUMP STATION	180,412.65	200,000.00	244,198.06	244,198.06	200,000.00	250,000.00	250,000.00
610132	5233	COMPUTER MAINTENANCE	9,282.54	13,000.00	11,405.00	8,000.00	11,405.00	5,000.00	5,000.00
610132	5278	TELEPHONE EQUIP-PUMP STATION	3,351.52	5,000.00	5,000.00	4,182.10	5,000.00	5,000.00	5,000.00
610132	5305	ACCOUNTING AND AUDIT	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
610132	5317	EDUCATIONAL TRAINING	4,350.00	5,400.00	411.26	211.26	5,400.00	5,400.00	5,400.00
610132	5342	POSTAGE	6,327.78	7,000.00	7,130.00	6,964.66	7,000.00	7,000.00	7,000.00
610132	5375	PUMP STAT OP & MAINT	31,350.00	40,000.00	84,772.78	84,762.17	40,000.00	35,000.00	35,000.00
610132	5381	PRINTING AND BINDING	4,614.92	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
610132	5421	OFFICE SUPPLIES (GEN	2,085.38	2,000.00	2,000.00	1,226.00	2,000.00	2,000.00	2,000.00
610132	5445	PUMP STATION SUPPL	20,678.00	30,000.00	15,887.90	15,887.90	28,000.00	20,000.00	20,000.00
610132	5519	COMPUTER SOFTWARE	0.00	2,200.00	1,700.00	800.00	2,200.00	2,200.00	2,200.00
610132	5538	WATER METERS (REV)	13,852.68	20,000.00	20,000.00	18,710.30	20,000.00	20,000.00	20,000.00
610132	5692	STATE TAXES	18,424.96	20,000.00	20,000.00	18,419.42	20,000.00	20,000.00	20,000.00
610132	5710	IN STATE TRAVEL/MEETINGS	363.58	500.00	500.00	310.00	500.00	500.00	500.00
610132	5780	OTHER EXPENSES	12,060.21	5,000.00	5,500.00	5,489.27	5,000.00	3,500.00	3,500.00
610132	5835	WATER SYS IMPR PROG	16,315.74	25,000.00	480,000.00	63,457.10	10,000.00	10,000.00	10,000.00
610132	5869	COMPUTER EQUIP/TECH	370.34	3,000.00	4,595.00	3,432.31	4,595.00	4,595.00	4,595.00
Total Water-Engineer-Expenses			326,340.30	387,600.00	912,600.00	485,550.55	370,600.00	399,695.00	399,695.00
235	451	Department Total	485,877.01	544,788.00	1,069,788.00	639,438.00	539,760.00	570,395.00	570,395.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010
		52.2					2.0%	0.0%
RETARY	10/11/2005	9,195.11			25%		704.61	-
		-		0.3	33%		675.00	675.00
IT		-		0.1	10%		824.90	824.90
	5/21/2007	28,086.30		0.3	33%		1,630.46	1,630.46
		10,501.10		0.2	20%		1,005.85	1,005.85
VTR REG	2/1/2007	22,496.36		0.4	40%		1,077.41	1,077.41
				2.5				Total AFSCME 181
		70,278.86		3.9	Total Full Time - 5111			
		5,700.00				0.0		
		2,600.00				2.5	650.00	950.00
		78,578.86		3.9	Department Total			

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	2.8	2.8	3.9	1.1

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
BRENNAN	ARTHUR	235 WATER - ENGINEERING	610131-5111	WATER METER READER	09141998	19,756.21	0.5	756.94	772.08					50%	20,151.34	20,151.34	20,151.34	20,151.34
FIALHO	MONIQUE	235 WATER - ENGINEERING	600131-5111	SR CLERK STEP	5/29/2007	12,587.45	0.5	714.23	756.62					0%	-	-	-	- To Clerks
GRIGGS	DONNA	235 WATER - ENGINEERING	600131-5111	PRINCIPAL CLERK	2/27/2006		0.5	781.44	797.07					50%	20,803.61	20,803.61	20,803.61	20,803.61 From Trash
MCCARTHY JR	JOHN	235 WATER - ENGINEERING	610131-5111	WATER METER READER	04301990	19,756.04	0.5	756.94	772.08					50%	20,151.16	20,151.16	20,151.16	20,151.16
THIBODEAU	DOROTHY	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	04151993	6,113.59	0.0	873.37	-					50%	-	-	-	- RETIRED
WHITTEN	CYNTHIA	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	7/1/2003	20,395.63	0.5	840.72	890.85					50%	23,251.19	23,251.19	23,251.19	23,251.19
						78,608.92	2.5							84,357.29	84,357.29	84,357.29	84,357.29	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Engineering - Water Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610132	5211	ELECTRICITY			
		Salem's share of electricity for Salem/Beverly Water Board - \$19000 x 12 = based on water usage; also based on generation charges which fluctuate with fuel costs	175,000	175,000	225,000
		Town of Danvers, Folly Hill and Gallows Hill are two storage water tank Electric est. 600 X 12 (if lake full not taking from Essex River, Putnamville is reservoir in Danvers; Longham (gravity) Reservoir in Wenham)	7,200	7,200	7,200
		Colby St - \$100 x 12 = \$1200; accounts	1,200	1,200	1,200
		Highland Ave P. 2000 X12	16,600	16,600	16,600
	TOTAL		200,000	200,000	250,000
610132	5233	COMPUTER MAINTENANCE			
		Water Meter Itron annual support agreement	1,200	1,200	-
		Itron, MVRs, RAMAR, ConFigIT			
		Maintenance for Metron Meters, new reading system, new batteries	7,705	2,000	5,000
		Support from Itron on billing system	2,500	1,000	-
	TOTAL		11,405	4,200	5,000
610132	5278	TELEPHONE EQUIP LEASE			
		Various phone lines, alarms and fax lines to support water pumping stations and reservoirs SBPS, 922-2595; 232-6503; trunk line	5,000	4,000	5,000
		Highland Avenue; 744-1684, Gallows Hill, 740-2735., Folly Hill; 777-6824			
	TOTAL		5,000	4,000	5,000
610132	5305	ACCOUNTING AND AUDITING			
		Annual service for audits, contracted through Finance Dept.	2,500	2,500	2,500
	TOTAL		2,500	2,500	2,500
610132	5317	EDUCATIONAL TRAINING			
		One day seminars and training sessions	1,000	500	1,000
		Munis training: Crystal Program, Interface with billing, etc.	4,400	2,000	4,400
	TOTAL		5,400	2,500	5,400
610132	5342	POSTAGE			
		Total cost of postage for mailing w/s bills @ \$1,500/month @ 50% W&S Depts	7,000	7,000	7,000
	TOTAL	Water and Sewer department; updated by K&R on 2/09	7,000	7,000	7,000
610132	5375	Pump Station OP & Maintenance			
		FY08 costs expected to be \$175, 000; add 20% increase for new contract \$84,000.00	40,000	29,000	35,000
		Water Department in FY 09 (60% sewer, 40% water)			
		Annual Cost for Grade 3 or 4 contracted water license employee	-	-	-
	TOTAL		40,000	29,000	35,000
610132	5381	PRINTING AND BINDING			
		Total cost of printing for mailing w/s bills @ 1,500/month @ 50%	6,000	6,000	6,000
		Inserts once a year	1,000	1,000	1,000
	TOTAL	Water and Sewer department; updated by K&R on 2/09	7,000	7,000	7,000

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Engineering - Water Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610132	5421	OFFICE SUPPLIES (GENERAL)			
		Printer paper - \$500 Printing - \$300 - Misc. general office supplies purchased under State Bid, supplies for office machines: fax, printers, toner	1,000	1,000	1,000
		Supplies for colored printers	1,000	1,000	1,000
	TOTAL		2,000	2,000	2,000
610132	5445	Pump Station Supplies			
		50% of costs for pump station op and Maint. Will be shared with Sewer in FY09	28,000	11,000	20,000
	TOTAL		28,000	11,000	20,000
610132	5520	COMPUTER SOFTWARE & SUPPORT			
		Licensing for second computer(\$1,650); 1 day Itron support(\$2,800) at 50%	2,200	2,225	2,200
	TOTAL		2,200	2,225	2,200
610132	5538	WATER METERS			
		Misc. water meters for replacements (Neptune and Metron), meter supplies: MIU's, TranspondITs, meter heads, freeze plates, flanges, seals	10,000	7,500	10,000
		Approximate of average spending for prior 3 years	10,000	7,500	10,000
	TOTAL		20,000	15,000	20,000
610132	5692	STATE TAXES			
		State fee charged per capita annually for water usage & taxes for Danvers Folly Hill	20,000	20,000	20,000
	TOTAL		20,000	20,000	20,000
610132	5710	IN STATE TRAVEL & MEETINGS			
		Tolls, parking, seminars, etc.	500	500	500
	TOTAL		500	500	500
610132	5780	OTHER EXPENSES (meter readers, \$750 per person)			
		Reimbursement for maintenance of licenses for meter readers per AFSCME	750	750	500
		Copier at \$300/month; 6 months	3,000	1,800	3,000
		Newspaper ads	1,250	1,000	-
			5,000	3,550	3,500
610132	5835	WATER SYSTEM IMPROVEMENT PROGRAM			
		Work contracted for improvements to system to various vendors	10,000	7,000	10,000
	TOTAL		10,000	7,000	10,000
610132	5869	COMPUTER EQUIPMENT/TECH			
		The server at \$4,300, \$491.00 for the Windows 2003 Server Standard Edition, \$1,000 for one day for Server Migration and \$166 for Veritas Backup Exec Remote Agent License	4,595	2,980	4,595
	TOTAL		4,595	2,980	4,595
TOTAL PROPOSED			370,600	320,455	399,695

Treasurer–Water Enterprise–Long Term Debt

The Massachusetts Water Pollution Abatement Trust (MWPAT) was established in 1989 pursuant to Title VI of the Federal Clean Water Act. It was later amended in 1998 to encompass the provisions of Title XIV of the Federal Safe Drinking Water Act. The Trust's mission is to fund the implementation of water pollution control and drinking water projects in the Commonwealth through a revolving fund loan program. In March 2006, MWPAT approved a loan commitment to the City of Salem in the amount of \$7,640,000. The Loan Interest Rate is 2%. On March 13, 2003, the Salem City Council approved the authorization of \$12,000,000 in principal amount to be borrowed to finance anticipated water projects. Of this amount, \$7,640,000 would be funded through the MWPAT Loan Commitment and \$4,360,000 would be raised through future bond issues. In December 2006, the City raised funding through an MWPAT 2% Loan in the amount of \$2,330,656 to finance Contract No. 1, the Loring Avenue Water Main Improvements. This project is expected to be completed in the spring of 2007. Contract No. 2, the Water Storage Tank Installation on Highland Avenue, is expected to be completed in January 2008 at an estimated Cost of \$4,476,019. Upon completion of Contract No. 2, the City will fund through an additional MWPAT 2% Loan for the actual Contract No. 2 cost. It is estimated that interest on draw-downs on Contract No. 2 will accrue at 1.76% in the total amount of \$50,000 between the present time and the completion of the project. Debt Service on the final 2% Loan for Contract No. 2 will begin in FY09. The \$2,330,656 MWPAT 2% Loan will be paid off in semi-annual principal payments through July 2026. For FY08 there is a principal and interest payment of \$119,238.47 due in July, and an interest-only payment of \$2,837.38 due in January.

Treasurer–Water Enterprise–Short Term Debt

On October 23, 2008 the City issued an \$8,300,000 BAN which combined existing BANS for Water and School projects with new funding for Capital Improvement projects. The Water Enterprise Principal portion of this BAN is \$2,825,000.

Treasurer-Water Enterprise-SBWSB

Chapter 700 of the Acts of 1913 requires the Salem/Beverly Water Supply Board to annually determine the volume of water supplied to the cities of Salem and Beverly during the three years prior to September 30. This data establishes the proportions on which the cities pay their expenses for the operation of the Water Board.

Treasurer-Water Enterprise-Insurance Deductible

The City has taken an insurance policy to protect itself for City-at-fault water back-ups into private structures. The City pays a deductible on each claim.

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Water Debt Service									
610034	5916	WATER BOND 1 - PRIN-MWPAT	91,918.00	97,830.00	97,830.00	97,830.00	99,806.00	99,806.00	99,806.00
610034	5920	WATER BOND 2 - PRIN	0.00	170,503.00	170,503.00	170,503.00	165,000.00	165,000.00	165,000.00
610034	5936	WATER BOND 1 - INT-MWPAT	49,707.85	43,797.00	43,797.00	43,796.46	41,821.00	41,821.00	41,821.00
610034	5939	WATER BOND 2 - INT	0.00	203,807.00	203,807.00	203,806.40	126,063.00	126,063.00	126,063.00
Total Water Debt Service			141,625.85	515,937.00	515,937.00	515,935.86	432,690.00	432,690.00	432,690.00
270	710	Department Total	141,625.85	515,937.00	515,937.00	515,935.86	432,690.00	432,690.00	432,690.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Water-Short Term Debt Int-Exp									
610035	5304	PROFESSIONAL SERV/FEES	28,948.04	10,000.00	10,000.00	9,391.31	10,000.00	10,000.00	10,000.00
610035	5925	INTEREST ON NOTES	103,654.93	90,000.00	90,000.00	40,000.00	135,540.00	101,700.00	101,700.00
	Total	Water-Short Term Debt Int-Exp	132,602.97	100,000.00	100,000.00	49,391.31	145,540.00	111,700.00	111,700.00
270	752	Department Total	132,602.97	100,000.00	100,000.00	49,391.31	145,540.00	111,700.00	111,700.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Water Assessments									
610033	5650	SBWSB ASSESSMENT	2,140,679.00	2,168,075.00	2,168,075.00	2,168,075.00	2,241,401.00	2,241,401.00	2,241,401.00
Total Water Assessments			2,140,679.00	2,168,075.00	2,168,075.00	2,168,075.00	2,241,401.00	2,241,401.00	2,241,401.00
270	840	Department Total	2,140,679.00	2,168,075.00	2,168,075.00	2,168,075.00	2,241,401.00	2,241,401.00	2,241,401.00

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Water Enterprise Fund-Ins Dedu									
610037	5740A	Insurance Deductibles	0.00	10,000.00	10,000.00	0.00	10,000.00	10,000.00	10,000.00
Total Water Enterprise Fund-Ins Dedu			0.00	10,000.00	10,000.00	0.00	10,000.00	10,000.00	10,000.00
270	945	Department Total	0.00	10,000.00	10,000.00	0.00	10,000.00	10,000.00	10,000.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Long Term Debt Service - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610034	5916	Water Bond 1-Prin-MWPAT	99,806		99,806
TOTAL			99,806	-	99,806
610034	5920	Water Bond 2 - Prin	165,000		165,000
TOTAL			165,000	-	165,000
610034	5936	Water Bond 1-Int-MWPAT	41,821		41,821
TOTAL			41,821	-	41,821
610034	5939	Water Bond 2 - Int	126,063		126,063
TOTAL			126,063	-	126,063
TOTAL PROPOSED			432,690	-	432,690

TREASURER - Water Short Term Debt - 270

610035	5304	Professional Services/Fees			
		Fees for First Southwest and Ropes & Grey - for BAN/BOND processing	10,000		10,000
TOTAL			10,000	-	10,000
610035	5925	Interest on Notes			
		Interest Figures from Debt Schedule on provided by First Southwest for Series A GO BAN dtd 12/23/08 totalling \$101,700 for Sewer	135,540		101,700
TOTAL			135,540	-	101,700
TOTAL PROPOSED			145,540	-	111,700

TREASURER - Water Assessments - 270

610033	5650	SBWSB			
		Salem Beverly Water Supply Board Annual Operating Assessment	2,241,401		2,241,401
TOTAL			2,241,401	-	2,241,401
TOTAL PROPOSED			2,241,401	-	2,241,401

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Long Term Debt Service - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
TREASURER - Water Enterprise Funf - Ins Deductibles					
610037	5704A	Water Enterprise Fund Insurance Deductibles Estimated amount for insurance deductibles related to water claims	10,000		10,000
TOTAL			10,000	-	10,000
TOTAL PROPOSED			10,000	-	10,000

Engineering – Trash Enterprise

Mission Statement

The Engineering Department provides management oversight of the City's curb-side, weekly, solid waste and recycling collection program and is responsible for developing and managing the trash fee collection program, implementing new policies and procedures as they arise, and resolving any problems with the program. Any trash related complaint calls received are also resolved. The Business manager also coordinates and staffs the City's volunteer recycling committee and assists with their events to promote recycling throughout the year.

Funding for the efforts described herein is derived from the Trash Enterprise System.

Significant Changes

A new collection contract was procured and initiated on July 1, 2008. For the next 6 months, the Engineering Department and Recycling Committee spearheaded a city-wide public education and outreach program for residents, designed to introduce the new collection program. The new contract should save the city close to \$700,000 annually, as well as generate over \$100,000 in revenue from the recycling of paper and cardboard.

The Department continues to process billing to over 1,300 accounts monthly; generating over \$650,000 in income annually including the liens process during the third property tax billing period.

Previous Fiscal Year Accomplishments

- Achieved great success in increasing public awareness of solid waste recycling and new trash regulations through a series of initiatives, including printed material, SATV shows, newspaper articles, mailings and flyers distribution, participation in many events such as Earth Days, Green Day, Neighborhood Association meetings, etc.
- Successfully implemented the new solid waste collection contract including waste limitations, cardboard ban, and weekly recycling.
- Processed trash fee liens letters and processed final liens resulting in collection of over \$40,000.
- Continued to process letters for new owners of residential properties; which has resulted in several dozen new trash accounts each year; currently billing over 1,300 accounts at \$650,000 annualized rate.
- Worked with Mayor's office to create new Recycling Committee which was instrumental in developing and implementing educational program for new trash contract including: two SATV programs, production of various flyers, postcards sent to residents, community outreach, continual website updates and Salem Gazette news articles.

- Recycling Committee also participated in Green Fair, various Earth Day events, hosted a Shredding and Book Swap days. They have also begun work on a Green Website for the City.
- Worked with Salem Sound Coast watch to fund and promote annual program
- Worked with interested parties including Mayor's office, collection contractor and Board of Health to determine warning and rejection sticker process; along with enforcement procedure.
- Applied for and received a DEP technical assistance grant, valued at over \$3,000; allowing for DEP expertise in developing RFP for new solid waste collections contract
- Applied for and received DEP grant for 2 dozen canabales to enable public re-cycling throughout the City.
- Worked with Mayor's office to purchase Madvac and multiple Big Belly recycling kiosks for additional public recycling.
- Applied for and received DEP technical assistance grant to review potential for PAYT trash collection in Salem.
- Managed for the second year a City-wide effort (in conjunction with MIS, Collections, Assessors) to implement liens program; where properties with trash fees 180 days in arrears were lienied to the 4th quarter real estate tax bill
- Fielded hundreds of calls to educate public on newly bid trash and recycling pick-up contract.
- Actively participated in committee to bid new solid waste collection contract; and analyze current recycling procedures.
- Applied for and received a DEP grant for technical assistance to evaluate the economics of a PAYT program for the city; also received additional recycling flyers to be handed out at various events.
- Continues to provide technical assistance for the sale of the transfer station on Swampscott Road.

FY 2010 Goals & Objectives

- Continue to successfully implement the new solid waste collection and recycling program, including many educational initiatives such as Earth Day, Shredding Day, Book Swaps and participation in the City-wide Science Fair.
- Evaluate the potential financial benefit to switch collection program from the current flat fee basis, to a per ton basis; also determine the feasibility of implementing a partial PAYT program to further reduce waste disposal.
- Continue with liens process for delinquent bills (in conjunction with MIS, Collections, and Assessors).

PERFORMANCE INDICATORS

235-Engineering-Trash/Solid Waste Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Tons of trash	17,127	17,537	16,138	12,443	12,070
Tons of recycling	2,015	1,957	1,775	2,800	2,856
Recycling percentage	10.52%	10.04%	9.91%	18.37%	19.13%
Cost of trash contract, in \$millions	3.00	3.20	2.40	2.45	2.50

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
Trash Enterprise-Personnel									
620031	5111	SALARIES-FULL TIME	54,739.00	70,430.00	70,430.00	69,080.88	23,229.00	34,564.00	34,564.00
620031	5131	OVERTIME (GENERAL)	0.00	500.00	500.00	0.00	500.00	500.00	500.00
620031	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	0.00	285.00	285.00
Total Trash Enterprise-Personnel			55,139.00	71,580.00	71,580.00	69,730.88	23,729.00	35,349.00	35,349.00
Trash Enterprise-Expenses									
620032	5291	SOLID WASTE COLLECTI	3,152,393.11	2,490,000.00	2,455,000.00	2,447,635.92	2,490,000.00	2,510,000.00	2,510,000.00
620032	5298	TRASH REMOVAL-BAKERS ISLAND	0.00	10,700.00	10,600.00	10,560.00	10,700.00	10,700.00	10,700.00
620032	5305	ACCOUNTING AND AUDIT	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
620032	5317	EDUCATIONAL TRAINING	0.00	3,000.00	2,000.00	1,935.00	3,000.00	3,000.00	3,000.00
620032	5342	POSTAGE	5,200.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
620032	5381	PRINTING AND BINDING	3,360.00	5,000.00	5,100.00	4,100.00	5,000.00	5,000.00	5,000.00
620032	5421	OFFICE SUPPLIES (GEN	256.06	500.00	500.00	0.00	500.00	500.00	500.00
620032	5710	IN STATE TRAVEL/MEETINGS	159.00	500.00	500.00	50.00	0.00	0.00	0.00
620032	5780	OTHER EXPENSES-RECYCLING	0.00	12,000.00	8,000.00	7,996.65	12,000.00	12,000.00	12,000.00
Total Trash Enterprise-Expenses			3,161,368.17	2,529,200.00	2,489,200.00	2,479,777.57	2,528,700.00	2,548,700.00	2,548,700.00
235	442	Department Total	3,216,507.17	2,600,780.00	2,560,780.00	2,549,508.45	2,552,429.00	2,584,049.00	2,584,049.00

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
CONNORS	BISA	235 TRASH-ENGINEERING	620031-5111 EXECUTIVE SECRETARY	10/11/2005	18,390.21			50%		704.61	-	RESIGNED	RESIGNED	-	RESIGNED	RESIGNED
CRIPPS	CHERYL	235 TRASH-ENGINEERING	620031-5111 EXECUTIVE SECRETARY		-		0.3	34%		675.00	675.00	11,979.90	11,979.90	688.50	12,219.50	12,219.50
ROSE	JULIE	235 TRASH-ENGINEERING	620031-5111 BUSINESS MGR/WTR REG	2/1/2007	11,248.18		0.2	20%		1,077.41	1,077.41	11,248.18	11,248.18	1,098.96	11,473.14	11,473.14
							0.3			Total AFSCME 1818		-	-		10,870.56	10,870.56
					29,638.39		0.8	Total Full Time - 5111				23,228.08	23,228.08		34,563.20	34,563.20
		235 TRASH-ENGINEERING	620031-5131 OVERTIME		500.00				0.0			500.00	500.00		500.00	500.00
		235 TRASH-ENGINEERING	620031-5150 AFSCME Stipend		650.00				0.3	650.00	950.00	-	-	950.00	285.00	285.00
					30,788.39		0.8	Department Total				23,728.08	23,728.08		35,348.20	35,348.20

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.1	1.7	0.8	-0.9

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
										Date	Rate	# Wks Old Now						
GRIGGS	DONNA	235 TRASH-ENGINEERING	620031-5111	PRINCIPAL CLERK	2/27/2006	40,791.40	0.0	781.44	797.07				0%	-	-	-	-	Moved to W/S
HANLON	KRISTIN	235 TRASH-ENGINEERING	620031-5111	SR CLERK TYPIST III	9/17/2007	34,827.97	0.3	680.55	694.16				30%	-	-	10,870.56	10,870.56	
						40,791.40	0.3							-	-	10,870.56	10,870.56	-

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Engineering - Trash Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
620032	5291	SOLID WASTE COLLECTION			
		New Trash contract being negotiated - Collection (Estimated)	2,490,000	2,490,000	2,510,000
		Disposal (Estimated)			
TOTAL			2,490,000	2,490,000	2,510,000
620032	5298	TRASH REMOVAL			
		Baker's Island Trash - Contractual	10,700	10,700	10,700
TOTAL			10,700	10,700	10,700
620032	5305	ACCOUNTING AND AUDITING			
		Annual service for audits, contracted through Finance Dept.	2,500	2,250	2,500
TOTAL			2,500	2,250	2,500
620032	5317	EDUCATIONAL TRAINING			
		Continued training and education on billing, liens, continued improvements in MUNIS system	3,000	2,700	3,000
TOTAL			3,000	2,700	3,000
620032	5342	POSTAGE			
		Costs of mailing monthly trash bills to consumers	5,000	5,500	5,000
		1,400 montly; costs updated by K&R on 2/09			
TOTAL			5,000	5,500	5,000
620032	5381	PRINTING AND BINDING			
		1,400 montly; costs updated by K&R on 2/09	5,000	5,000	5,000
TOTAL			5,000	5,000	5,000
620032	5421	OFFICE SUPPLIES (GENERAL)			
		Copy paper - \$300 Misc. General office supplies purchased	500	450	500
		under State Bid.\$400 Cartridges/Toners \$300			
TOTAL			500	450	500
620032	5710	IN STATE TRAVEL & MEETINGS			
		Tolls, parking, seminars, etc.	-	-	-
TOTAL			-	-	-
620032	5780	OTHER EXPENSES			
			-	-	-
		Purchase of bins, etc.	6,500	5,850	6,500
		Website hosting	500	450	500
		Development of materials, Postage, Printing, etc. to support ongoing recycling efforts	5,000	4,500	5,000
			12,000	10,800	12,000
Total Proposed			2,528,700	2,527,400	2,548,700

CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
BUDGET TRANSFERS OUT OF GF									
120	5964	TRANS TO STABILIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120	5965	TRANS TO RETIREMENT STAB-8311	0.00	0.00	0.00	0.00	400,000.00	325,000.00	325,000.00
120	5966	TRANSFER TO CIP FUND-2000	0.00	0.00	0.00	0.00	75,000.00	100,000.00	100,000.00
Total BUDGET TRANSFERS OUT OF			0.00	0.00	0.00	0.00	475,000.00	425,000.00	425,000.00
900	000	Department Total	0.00	0.00	0.00	0.00	475,000.00	425,000.00	425,000.00

**FY 2010 DETAILED BUDGET REPORT
EXPENSES**

Budget Transfers Out of General Fund - 900

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
120	5964	Transfers to Stabilization Annual transfer to stabilization per City Policy	-	-	-
TOTAL			-	-	-
120	5965	Transfers to Retirement stabilization Fund 8311 To Fund Retirements For Fiscal Year	400,000	400,000	325,000
TOTAL			400,000	400,000	325,000
120	5966	Transfers to Capital Improvement Fund 2000 Annual Transfer to CIP for smaller capital equipment & repairs per City policy	75,000	75,000	100,000
TOTAL			75,000	75,000	100,000
TOTAL PROPOSED			475,000	475,000	425,000