

#532



# CITY OF SALEM

In City Council,

October 26, 2023

Ordered:

That the sum of One Hundred Forty-Five Thousand, Seven Hundred Fifty Dollars (\$145,750.00) shall be Raised and Appropriated from the City of Salem General Fund for the following fiscal year 2024 supplemental budget appropriations in accordance with the recommendation of His Honor the Mayor.

Account	Description	Amount
11211-5111	Mayor's Office – Salaries Full-Time	40,000.00
11351-5111	Finance Office – Salaries Full-Time	20,000.00
11521-5150	Human Resources – Stipends	3,750.00
11992-5389	Planning – Market and Tourism – Contract Services	32,000.00
14812-5320	Traffic and Parking – Contract Services	50,000.00
<b>Total</b>		<b>\$ 145,750.00</b>

In City Council October 26, 2023

Referred to the Committee on Administration and Finance co-posted with the Committee of the Whole by a roll call vote of 11 yeas, 0 nays, 0 absent

ATTEST:

ILENE SIMONS  
CITY CLERK



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo

Mayor

October 26, 2023

Salem City Council  
Salem City Hall  
93 Washington Street  
Salem, MA 01970


Dear Councillors:

The enclosed Order makes supplemental appropriations for the FY2024 budget totaling \$145,750. The bulk of these are intended to lessen the “ARPA cliff” and gradually move on-going costs funded by ARPA into the regular budget. This ensures a more sustainable approach to budgeting in the long-term and releases those ARPA funds to re-program for other one-time uses.

- \$40,000 for the Mayor’s Office – Salaries Full-Time line to move a portion of the Neighborhood Stability Coordinator’s salary.
- \$20,000 for the Finance Office – Salaries Full-Time line to move a portion of the Federal Funds and Capital Projects Manager salary.
- \$3,750 for the Human Resources Department – Stipends line to move the entirety of the stipends paid to the City’s 3-1-1 operators.
- \$50,000 for the Traffic and Parking – Contracted Services line to move a portion of the annual Bluebikes operational costs.
- \$32,000 for the Planning Department – Market and Tourism – Contracted Services line to enable Destination Salem to hire a new director. In the past the director’s position was not provided benefits. To be competitive in hiring a new director, the board has identified that they need to do so going forward. We have agreed to increase our appropriation to the organization to make this possible.

I recommend adoption of the enclosed Order. A vote on these modifications is necessary before the tax rate is set for the fiscal year, scheduled to take place at your meeting of December 7, 2023. If you have any questions, please contact me or Chief Financial Officer Anna Freedman.

Sincerely,

  
Dominick Pangallo  
Mayor  
City of Salem



## City of Salem, Massachusetts

Finance Department  
93 Washington Street  
Salem, MA 01970  
www.salem.com

**Dominick Pangallo, Mayor**

**Anna Freedman, Finance Director**

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October 19, 2023

The Honorable Dominick Pangallo  
Mayor of Salem  
93 Washington Street  
Salem, Massachusetts 01970

RE: FY2024 Supplemental Appropriations

Dear Mayor Pangallo:

Attached is a Council Order listing various requests for increases in appropriation to the FY2024 budget.

- \$40,000 – Mayor’s Office – Full-Time Salaries – allocates a portion of existing staff salary (Neighborhood Stability Coordinator) from ARPA grant funds to the General Fund budget
- \$20,000 – Finance Department – Full-Time Salaries – allocates a portion of existing staff salary (Capital Planning) from ARPA grant funds to the General Fund budget
- \$3,750 – Human Resources Department – Stipends – allocates existing staff stipends for 311 duties from ARPA grant funds to the General Fund budget
- \$32,000 – Planning Department – Market & Tourism – increases allocation for Destination Salem to support updated staffing model to achieve city marketing goals
- \$50,000 – Traffic and Parking Department – Contract Services – allocates a portion of existing BlueBikes operations expenditures from ARPA grant funds to the General Fund budget

The above items (totaling \$145,750) all support existing staff or services that have been planned for and are underway. Addressing these appropriations now will reduce the amount of funds needed in FY2025 to absorb ongoing ARPA-funded initiatives and provide for a “phased-in” approach over time as ARPA funds roll off. Based on final FY2023 revenue collections, the proposed appropriations can be afforded in FY2024.

If you have any questions on any of the information listed above, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Anna Freedman".

Anna Freedman  
Finance Director