



City of Revere  
City Council

City Council Order No. 18-142

Date: May 21, 2018

Offered by Revere City Council

**AN ORDINANCE FURTHER AMENDING TITLE 3 OF THE ORDINANCES OF THE CITY OF REVERE RELATIVE TO DEPARTMENTAL REVOLVING FUNDS.**

**SECTION 1.** Title 3, of the Revere Revised Ordinances is hereby amended by inserting the following new chapter and sections:

**Chapter 3.05 – DEPARTMENTAL REVOLVING FUNDS**

**3.05.010 – Purpose.**

As authorized by the provisions of Massachusetts General Laws chapter 44, § 53E½, this ordinance establishes and authorizes revolving funds for use by city departments, or boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities.

**3.05.020 – Expenditure Limitations.**

A department head, or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this ordinance without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund; excluding full-time or part-time school bus drivers.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by the city council on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the city council and mayor.

**3.05.030 – Interest.**

Interest earned on monies credited to a revolving fund established by this ordinance shall be credited to the general fund.

**3.05.040 – Procedures and Reports.**

Except as provided in General Laws chapter 44, § 53E½ and this ordinance, the laws, charter provisions, ordinances, rules, regulations, policies or procedures that govern the receipt

and custody of city monies and the expenditure and payment of city funds shall apply to the use of a revolving fund established and authorized by this ordinance. The city auditor shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund, and the balance available for expenditure in the regular report the city auditor provides the department, board, committee, agency or officer on appropriations made for its use.

**3.05.050 – Authorized Revolving Funds.**

SEE APPENDIX – Tables; TABLE VII.

**TABLE VII – DEPARTMENTAL REVOLVING FUNDS**

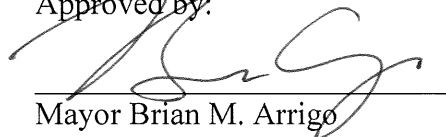
[See attached table.]

Ordered to first reading.	May 7, 2018
Ordered to a second reading.	May 21, 2018
Ordered on a second reading.	May 21, 2018
Ordered on a third and final reading.	May 21, 2018
Engrossed and Ordained on a Roll Call.	May 21, 2018

In City Council May 21, 2018

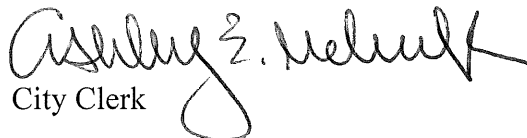
Engrossed and Ordained on a Roll Call: Councillors Guinasso, Keefe, McKenna, Morabito, Novoselsky, Powers, Rizzo, Rotondo, Zambuto, and Council President Giannino voting “YES”. Councillor Patch was absent. Attest: Ashley E. Melnik, City Clerk

Approved by:

  
\_\_\_\_\_  
Mayor Brian M. Arrigo

5.23.18  
\_\_\_\_\_  
Date

Attest:

  
\_\_\_\_\_  
City Clerk

Revolving Fund Name	Revolving Fund #	Department	Department, Board, Committee, or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Programs and Activity Expenses Payable from Fund	Restrictions on Expenses Payable from Fund	Fiscal Years	FY 2019 Budget Request Maximum Annual Expenditures
Dog Fund	1801	161 - City Clerk	City Clerk	License Fees (first \$5)	Costs of supplies, licenses and related expenses	City Clerk stipend (\$.75 per fund) also paid from this fund	FY2019 and Subsequent Years	25,000.00
Recreation Revolving	1803	650 - Recreation	Mayor and Recreation Director	Program Fees	Recreation Program and Administration & Expenses	Full time employees only if all fringe benefits paid	FY2019 and Subsequent Years	250,000.00
Community Policing/Crime Watch	1810	210 - Police	Mayor and Police Chief	Program fees, Council Orders, and donations	Program Expenses for Night Out, Crime Watch, Community Policing, Citizens Police Academy, etc.		FY2019 and Subsequent Years	25,000.00
Zoning Board of Appeals	1813	121 - Mayor	Mayor and ZBA	Application Fees	Stipends & Program Expenses		FY2019 and Subsequent Years	10,000.00
Library Revolving	1816	610 - Library	Mayor and Library Director	Library Fines & Fees	Library Expenses	No full time employees (only part time/seasonal)	FY2019 and Subsequent Years	10,000.00
Holiday Celebration	1825	121 - Mayor	Mayor	Donations, Council Orders	Holiday Celebration Expenses		FY2019 and Subsequent Years	150,000.00
Parks/Special Events	1826	121 - Mayor	Mayor and Recreation Director	Donations, Council Orders	Parks/Special Event Expenses		FY2019 and Subsequent Years	150,000.00
Reverse Beautification Committee	1828	121 - Mayor	Mayor	Donations, Council Orders	Beautification Expenses	No full time employees (only part time/seasonal)	FY2019 and Subsequent Years	50,000.00
Fire Prevention	1831	220 - Fire	Mayor and Fire Chief	Inspection and Plan Review Fees	Fire Prevention Related Expenses	Full time employees only if all fringe benefits paid	FY2019 and Subsequent Years	100,000.00
Senior Meals Program	1833	541 - Elder Affairs	Mayor and Elder Affairs Director	Meals Program Fees and Donations	Meals Program Expenses	No full time employees (only part time/seasonal)	FY2019 and Subsequent Years	40,000.00
Senior Citizens Activities	1835	541 - Elder Affairs	Mayor and Elder Affairs Director	Activities Program Fees and Donations	Senior Programs & Activity Costs	No full time employees (only part time/seasonal)	FY2019 and Subsequent Years	50,000.00
Senior Shuttle Program	1836	541 - Elder Affairs	Mayor and Elder Affairs Director	Senior Shuttle Fees and Donations	Senior Shuttle Program Expenses and Maintenance of Vehicles	No full time employees (only part time/seasonal)	FY2019 and Subsequent Years	30,000.00
Mayor's Discretionary Fund	1842	121 - Mayor	Mayor	Council Orders, Lease revenues - Fire HQ	Employee Professional Development and Training expenses, conferences, Economic Development expenses.		FY2019 and Subsequent Years	25,000.00
Backflow Prevention	1845	241 - Building	Mayor and Inspection Services Director	Backflow Fees	Backflow Prevention Program Expenses	Full time employees only if all fringe benefits paid	FY2019 and Subsequent Years	100,000.00
Towing Fees	1851	210 - Police	Mayor and Police Chief	Towing Fees @ \$30 per vehicle	Replacement of Police Equipment		FY2019 and Subsequent Years	25,000.00
Police Athletic League (PAL)	1854	210 - Police	Mayor and Police Chief	League Fees, Donations, Council Orders	PAL program expenses, rental costs		FY2019 and Subsequent Years	15,000.00
Health/Flu Vaccine	1861	522 - Public Health Initiatives	Mayor and Public Health Initiative Director	Reimbursements from Vaccines	Health/Flu Vaccine related expenses		FY2019 and Subsequent Years	25,000.00

Revolving Fund Name	Revolving Fund #	Department	Department, Board, Committee, or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Programs and Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Fiscal Years	FY 2019 Budget Request Maximum Annual Expenditures
40U & Abandoned Building Program	1862	241 - Building	Mayor and Inspection Services Director	40U Fines (pre-lien) and Abandoned Building fees and fines (pre-lien)	Program Costs, Legal and Administration Expenses, Board ups, Clean ups, etc.	Includes stipend for 40u hearings officer	FY2019 and Subsequent Years	250,000.00
Fire Dept - Hazardous Materials	1865	210 - Fire	Mayor and Fire Chief	Reimbursements from HazMat incidents, Council Orders, Donations	Hazmat Expenses, Trainings and other related costs		FY2019 and Subsequent Years	25,000.00
Wonderland TOD	1870	181 - Community Development	Mayor and CD Director	Parking fees from Ocean Ave. and Wonderland Lots	Planning, Development, Permitting, and Related Expenses of Wonderland, Waterfront Square, and adjacent/relevant properties		FY2019 and Subsequent Years	250,000.00
Farmers Market	1878	524 -Healthy Communities	Mayor and Healthy Communities Director	Fees, Donations, Council Orders	Related Costs of Farmer's Market Program	No full time employees (only part time/seasonal)	FY2019 and Subsequent Years	50,000.00
Veterans Fund	1885	543 - Veterans	Mayor and Veterans Director	Donations, Council Orders,	Related Veteran's costs as approved by the Veteran's Agent		FY2019 and Subsequent Years	25,000.00
Public Records Water/Sewer Deduct Meters	1899	161 - City Clerk	City Clerk Mayor and Water Superintendent	Charges for Public Record Requests	Duplication costs, other related costs	Fund can be used to cover additional costs, including overtime costs, of any staff needed to fulfill public records requests.	FY2019 and Subsequent Years	25,000.00
	tbd	60 - Water		Charges for deduct meters	Costs of purchasing deduct meters			35,000.00
<b>TOTAL</b>								<b>1,740,000.00</b>