

AGENDA FOR THE CITY COUNCIL
AUGUST 5, 2025

PUBLIC HEARING

PUBLIC COMMENT

REGULAR AND PENDING EXECUTIVE SESSION MINUTES

1. -- November 1, 2022, December 5, 2023, February 6, 2024, and June 11, 2024 Executive Session Minutes - Reviewed and partially released as of April 15, 2025
2. -- January 22, 2024, September, 4, 2024 Executive Session and December 9, 2024 Finance Committee Executive Session Minutes - Reviewed and withheld in entirety as of April 15, 2025
3. April 15, 2025 Executive Session minutes - not yet reviewed.
4. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos-meeting minutes from June 17, June 23, and June 30, 2025.

LAI D ON THE TABLE

5. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos, minutes of February 18, 2025 meeting.

COMMUNICATIONS

6. From Mayor Joshua Garcia, letter reappointing Mr. Stephen Fay to serve on the Local Historic Commission. Mr. Fay will serve a three-year term expiring on July 1, 2028.
7. From Mayor Joshua Garcia, letter reappointing Ms. Helene Busby of 90 Brookline Ave to serve on the Board of Park and Rec. Ms. Busby will serve a three-year term expiring June 30, 2028.
8. From Mayor Joshua Garcia, letter reappointing Ms. Lauren Niles to serve as on the Local Historic District Commission. Ms. Niles will serve three-year term expiring on July 1, 2028.
9. From Mayor Joshua Garcia, letter reappointing Mr. Jeremy Smith of 485 Hillside Ave to serve on the Library Board. Mr. Smith will serve a year year term expiring in February 26, 2026.
10. From Mayor Joshua Garcia, letter reappointing Mr. R. Andrew Parker of 170 Mountain View Dr. to serve on the Library Board. Mr. Parker will service a two-year term expiring February 2027.
11. From Mayor Joshua Garcia, letter reappointing Mr. Josh Knox of 40 Morgan St to serve on the Board of Appeals. Mr. Knox will serve a three-year term expiring July 1, 2028.

12. From Mayor Joshua Garcia, letter appointing Mr. Christopher Gauthier to serve on Local Historic District Commission. Mr. Gauthier will serve a three-year term expiring on July 1, 2028.
13. From Mayor Joshua Garcia, letter appointing Ms. Margaret Whitehead of 160 Pearl St. to serve on the Library Board. Ms. Whitehead will replace Ms. Blanchard and will serve a three year term expiring February 2028.
14. From Mayor Joshua Garcia, letter appointing Mr. Joseph Charles Mazzola to serve on the Local Historic District Commission. Mr. Mazzola will serve a three-year term expiring on July 1, 2028.
15. From Mayor Joshua Garcia, letter appointing Ms. Meghan Connolly of 9 McMahon Drive to serve on the Library Board. Ms. Connolly will replace Mr. Thoomas Gilchrist and will serve the remainder of his term expiring February 2027.
16. From Mayor Joshua Garcia, letter appointing Ms. Lauren Niles to serve as an Alternate of the Historical Commission. Ms. Niles will serve a three-year term expiring on July 1, 2028.
17. From Mayor Joshua Garcia, letter appointing Mr. Christian Carde-Guzman of 203 W Franklin St to serve on the Citizens Advisory Committee. Mr. Carde-Guzman's term will expire June 30, 2026.
18. From Councilor Bartley- Editorial - re Elmwood Forest
19. From Councilor Bartley-Viewpoint - Garcia
20. From Councilor Jourdain-communication for Joint Committee agenda - request to discuss resource officers for New Peck Middle School
21. From City Auditor Tanya Wdowiak: FY2025 & FY2026 YTD General Fund and Sewer Enterprise Budget vs Actual Expense Reports
22. From Fire Chief John Kadlewicz, Ambulance transport services feasibility study final report
23. MDAR - Wedgewood Terrace- Animal Health Order
24. From Attorney Generals Office-OML 2025-100 - Holyoke City Council
25. From Community Preservation Act Committee-FY26 Operating Budget
26. City of Holyoke Health Benefit Meeting- SIGNED TRUST MINUTES June 2, 2025
27. From Board of Fire Commission- meeting minutes from May 21, 2025 and June 18, 2025.
28. Grant Completion Form - FY24 MEMA Program \$9,500 grant

29. Grant Completion Form - FY25 Firefighter Safety Equipment Program Round 2 \$11,660 grant
30. Grant Completion Form - FY25 Firefighter Safety Equipment Program Round 1 \$24,081 grant

PETITIONS

31. Peition from Residents of Sequia Dr. and Cypress Rd- application for Speed Humps
32. Petition of Christian Carde Guzman of 203 W Franklin St for a special permit for driveway construction
33. Petition from Raul Montes of 33 Mountainview St. Springfield for a Street Vendor Permit
34. Petition from Kristin Fontaine of 1 Meadow St. for a Home Occupation for a Cottage Kitchen.

PRESIDENT'S REPORT

REPORTS OF COMMITTEES

35. The Committee on Development and Governmental Relations to whom was referred a Special Permit Application of Alan Fini for the creation of a Fini family cemetery at 2 Fini Road (179-00-003) per 9.3.
Awaiting disposition
36. The Committee on Development and Governmental Relations to whom was referred a Special Permit Application for Home Occupation of Robert Rose at 414 Hillside Ave Suite 167 (124-00-108) for a custom fabrication shop per sec 4.8.2.
Awaiting disposition
37. The Committee on Development and Governmental Relations to whom was referred a Special Permit Application for Home Occupation of Ella Sussman and Tyrone Obanner at 1-9 Martin Street (122-00-018) for a psychotherapy/psychiatric outpatient mental health practice per sec 4.8.2.
Awaiting disposition
38. The Committee on Development and Governmental Relations to whom was referred a Special Permit Application of LN Berneche, Inc for a motor vehicle repair garage in the IG zone at 37 Appleton Street (036-01-002) per sec 7.2.13 (a).
Awaiting disposition
39. The Committee on Development and Governmental Relations to whom was referred a communication From Adam Mulcahy and Christina Guesk-Notification of Intent to sell under MGL
Awaiting disposition
40. The Committee on Development and Governmental Relations to whom was referred a communication From Kestrel Land Trust, letter regarding right of first refusal for

Mountain Road parcel under Chapter 61A
Awaiting disposition

41. The Committee on Development and Governmental Relations to whom was referred an order that the City Clerk meet with the City Council to discuss the potential streamlining of poll locations in Wards 1, 2 and 5 as we have already done in Wards 3, 4, 6 and 7. All of these other Wards seem to function fine with one polling location and it would be a potential cost savings and less administrative burden to use the one location per ward method.
Awaiting disposition
42. The Committee on Development and Governmental Relations to whom was referred an order In an effort to promote efficiency while upholding quality of life standards, Order that the City Council invite department heads involved with permitting in to review special permit processes. Incomplete applications regularly come before DGR. The current process is incredibly inefficient wasting 8-10 hours, per applicant, in efforts from the Clerk's office, the Planning department, the Planning Board, building department, as well as City council and subcommittees. Our permitting Ordinance should be reviewed and updated if needed.
Awaiting disposition

MOTIONS, ORDERS AND RESOLUTIONS

43. Vacon- ORDER: that the conservation commission provide minutes of the process & summary of discussion & votes for the wetlands enforcement order at 77 Mayer Drive and provide any appeal process available to neighbors/abutters.
Send to Public Safety
44. Vacon- ORDER: that the temporary speed humps approved for Upland Road (for the petition that was filed in 2021), be installed as soon as possible. When the speed humps are installed, the engineer re-evaluate the need for "no parking" areas on Upland Rd. that were installed while waiting for the speed humps. Some residents are requesting the removal of the "no parking" areas.
45. Vacon- ORDER: that a portable speed feedback sign be installed on or near pole #52 on County Road as drivers are traveling at high speed in the area per multiple reports.
46. Anderson-Burgos - Ordered that St. Jerome from Dwight to Sargeant be reduced from 30 mph to 25 mph. Speeding has been an issue and the limit being higher than the citywide limit seems to give drivers the sense they can go much faster Send to Ord.
47. Anderson-Burgos - Ordered that the DPW replace the stop sign on Linden at Mackenzie with a flashing stop sign.
Refer to public safety.
48. Anderson-Burgos - Ordered that the City Engineer review Jarvis Avenue near Jarvis Heights to see if some of the no parking section that stretches from Alma to Cherry can be changed. There is a resident who needs handicap parking closer to their home because the available handicap parking in the complex is a long distance away.

49. Anderson-Burgos - Ordered that a new streetlight be installed proximate to 230 West Franklin Street at the corner of Sycamore.
50. Anderson-Burgos - Ordered that the sidewalk on the west side of St Jerome be repaired as the sidewalk is in very poor condition, forcing anyone in a wheelchair to go into the street.
51. Anderson-Burgos - Ordered that the HPD monitor Linden Street from Sargeant to Mackenzie for speeding. Several constituents have expressed frustration with drivers speeding.
52. Anderson-Burgos - Ordered that the trees on West Franklin from St Jerome to Beech be trimmed. Constituents have expressed concern about driving out of side streets and having their line of sight impaired by the trees.
53. Anderson-Burgos - Ordered that the sidewalks on on both sides of Sycamore between West Franklin and Mackenzie Ave be redone. They are so narrow that a standard wheelchair does not fit and their conditions are a safety hazard.
54. Bartley, Rivera, I.- The speed limit on Laurel Street be reduced to 25 MPH. Refer to Ordinance, City Engineer.
55. Bartley-City Council suspend its Rule 2-A., cancel its second meeting in September currently scheduled for Tuesday, September 16, 2025 and reschedule it. The reason for this request is that this date is set aside by The Big E as its traditional Salute to Holyoke / Salute to Rhode Island.
56. Bartley- HPS add signage to the west side of the Wm. Peck School stating the school's name. Refer to Joint Committee.
57. Bartley- Constituent (business) request. Ordered that the city engineer, DPW Highway Dept., develop a plan to install safety measures at the Northampton St. (Rt 5) and Beech St. (Rt 202) intersection. Specifically, create and implement a plan so that motorists traveling N on Rt. 5 who are turning right on red onto Rt. 202 North allow motorists traveling S on Rt. 5 who are turning Left on a green arrow onto Rt. 202 to turn safely. Per constituent, too many close calls. Refer to City Engineer and public safety committee.
58. Bartley- The City Council issue a proclamation to the memory of USAF Major William H. Lloyd Jr., Holyoke resident, Vietnam War combat veteran (350 combat missions), and person who designed and created Holyoke's Vietnam War Memorial at Veterans' Park. He lived to 89. He passed away 7/15/2025. The proclamation can be presented to the War Memorial Commission at its upcoming Veterans' Day service.
59. Bartley, Vacon- ORDER The sidewalk on the west side of Holyoke Street (street leading to the Mall) is difficult to navigate due to the vegetation overgrowth. DPW plans to cut the vegetation back; ordered that a communication be sent by DPW to city council advising of status.

60. Devine- ORDERED: an addition to the sidewalk list: ordered that the sidewalk in front of Holyoke Media on Suffolk Street be repaired.
61. Devine- That Pouliot Pool be opened until after Labor Day if possible.
62. Devine, Magrath-Smith-Ordered that the Fire Department drive up Old Basset Road and report back as to the status of the road in relation to the larger fire trucks/engines re: safety/turning around, water etc. The report should reference whether the road should be paved.
63. Devine, Vacon-ORDERED: that a proclamation be given to Gary Rome in recognition of being named the 2025 Hyundai dealer of the year and the Board of Excellence award from Hyundai.
64. Devine, Magrath-Smith-Ordered that if Basset Road is declare a state road, then the State should pave it asap.
65. Devine- ORDERED: That the DGR Committee meet with the owner of 689 Main Street (Assessors Map 055 Block 00, Parcel 009) to discuss the minutes of 5/21/2024 which seem to reflect that the DGR Committee and full council voted to remove any reverter clause that was previously released on this property.
66. Devine-Ordered that forestry department trim the 2 trees on the tree belt in front of 202 Locust Street. Thank you.
67. Devine- ORDER that the Council approve the changes to Holyoke Code of Ordinances Chapter 86 Schedule IV: Stop Streets associated with implementation of all-way stop control at the following locations as detailed in the memorandum of changes associated with the MassDOT All-Way Stop Control (ASWC) Program prepared by the Assistant City Engineer, dated July 29, 2025:
- Appleton Street at Elm Street
 - Cabot Street at Nick Cosmos Way
 - Dwight Street at Pine Street
 - Sargeant Street at Commercial Street
 - Sargeant Street at Elm Street
 - Sargeant Street at Sycamore Street
 - West Franklin Street at Linden Street
68. Devine- The City issue a proclamation for Marilyn Turgeon who is retiring on July 15. She has been with the City for over 40 years!
69. Devine-ORDERED that the ordinance committee review the ordinance for repairing cars on city streets or in driveways, particularly the changes that were made a few years ago that allowed certain repairs to be made on the street or in driveways.
70. Devine, Anderson-Burgos - Ordered that 2 lanes from Linden Street onto Beech Street be designated as a left turn lane and a right turn lane and painted with the appropriate turn arrows.

71. Devine- ORDER that the various traffic schedules contained in Holyoke Code of Ordinances Chapter 86 Article IX be updated as detailed in the memorandum of changes required by the upcoming City Center Connector Project prepared by the Assistant City Engineer, dated July 29, 2025.
72. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, NINE THOUSAND THREE HUNDRED FORTY-TWO AND 11/100 Dollars (\$9,342.11) as follows:

FROM

12401-51103 CHIEF INSPECTOR OF WIRES	\$9,342.11
TOTAL	\$9,342.11

TO:

12402-53050 INSPECTIONS-ELECTRIC	\$9,342.11
TOTAL	\$9,342.11

73. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "MASSACHUSETTS SAFE & SUCCESSFUL YOUTH INITIATIVE (SSYI), \$709,700, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

74. Devine- Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the REVISED "FY2023 SAFE STREETS AND ROADS FOR ALL, \$197,850, LOCAL FUNDS \$24,570 / IN KIND MATCH \$15,000" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

75. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY2026 COMMUNITY MITIGATION FUND, \$294,000, NO MATCH" grant and authorizes the establishment of a Fund or other

method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

76. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY23 COPS OFFICE ANTI-HEROIN TASK FORCE PROGRAM, \$10,000, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.
Sec 2-509 - Grant Reporting
Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.
77. Devine- Ordered, that the amount of THREE THOUSAND TWO HUNDRED FIFTY AND 00/100 Dollars (\$3,250.00) be authorized from the BUILDING Department's ELECTRICAL INSPECTIONS (12402-53050) appropriation in fiscal year 2026 for services rendered in fiscal year 2025 which were unencumbered at the 2025 fiscal year end.
78. Devine- ORDER that the Council approve the changes to Holyoke Code of Ordinances Chapter 86 Schedule IV: Stop Streets associated implementation of stop control on local side streets intersection Homestead Ave between Westfield Rd and Cherry St as detailed in the memorandum prepared by the Assistant City Engineer, dated July 29, 2025.
79. Givner- order that Ward 4 polling location switch to YMCA from St. Paul's Church Parish, 485 Appleton St to improve accessibility.
80. Givner- In service of health and safety, order to install no parking pavement paint and signage at both sides of the driveway to the building at 156 Oak St. The building dumpster is accessed through the driveway. Service vehicles are unable to access dumpsters, due to unforced minimum parking distance to driveway violations, causing health concerns and fees to the property owner.
81. Greaney - Ordered that the Board of Health Director come before the City Council ASAP to discuss the department's operations.

82. Jourdain- Joint Committee on City Council and School Committee review with School leadership the final school budget for FY 26 and the final appropriations from the state. Committee also review expected state and federal grants to be received during the upcoming fiscal year.
83. Jourdain- Joint Committee on City Council and School Committee review with School leadership the opening of the new Peck School and ensure everything is remaining on track.
84. Jourdain-That the City Council issue a proclamation to Brian Harris recognizing his 42 years of dedicated service to the City of Holyoke and the Holyoke School Department. The City Council thanks Brian for his dedication to our schools, students and athletes for so many years and we wish him much success and a happy healthy retirement.
85. Jourdain-That a section of Pine Street extended from Resnic Blvd to the back parking lot of the high school be dedicated and named "Ronald Collamore Way" in honor of Ronald Collamore and his over four decades of service to the Holyoke public schools as a member of the School Committee. Please see attached highlighted map for a further description.
86. Jourdain- That Ordinance 2-421 regarding times when meetings are to be conducted be amended to add the elected multi-member bodies of city including the City Council and School Committee.
87. Magrath-Smith-Ordered, that the City Council approve for their consideration \$15,000 from the CPA budget to be used for "small grants" as outlined in the attached letter from the Holyoke Community Preservation Committee.
88. Magrath-Smith - Ordered, that the City Council consider for its approval the FY26 budget from the Holyoke Community Preservation Committee. Note, this is the last budget that will be funded under the previous 1.5% surcharge. The FY27 budget will decrease by approximately one-third.
89. Magrath-Smith - Ordered, that the Ordinance Committee revise Section 74-98 of our ordinances concerning private property and vegetation to balance the need for public health and safety with emergent gardening practices focused on ecological stewardship. Revise the current language to create clarity concerning exemptions or alternative compliance measures for properties dedicated to native landscaping, pollinator habitats, or organic gardening practices.
90. Magrath-Smith - An order to declare Parcel Holyoke Assessors Map 144, Block 00, Parcel 057, Easthampton Road, Holyoke, MA as surplus property. The City has been

approached by an abutter looking to purchase the property to combine the lots and build a home on the same. The property is vacant land and currently assessed at \$8,500.00.

91. Murphy-Romboletti-Ordered That the Polling Place for each of the voting precinct in the City of Holyoke for the Preliminary Election to be held Tuesday, Sept. 16, 2025, be and the same are hereby designated as follows:

ORDENA, que los lugares para cada recinto en la Ciudad de Holyoke para las Elecciones Preliminar Esta que se llevaran a cabo el Martes, 16 de Septiembre 2025 sea y al igual, por este medio designado lo siguiente:

WARD ONE BARRIO UNO

PRECINCT A – Rosary Towers Recreation Room 21 Bowers St..

RECINTO A—Rosary Towers Recreation Room 21 de la Calle Bowers

PRECINCT B— Holyoke City Hall, 536 Dwight St.

RECINTO B— Holyoke City Hall, 536 Dwight St

WARD FIVE BARRIOS CINCO

PRECINCT A – Lt. Elmer J. McMahon School Gym, Kane Rd.

RECINTO A—Gimnasio de la Escuela McMahon, en la Calle Kane

PRECINCT B – Maurice A. Donahue School Gym, Whiting Farms Rd.

RECINTO B—Gimnasio de la Escuela Donahue, en la Calle Whiting Farms

92. Murphy-Romboletti Ordered That the Preliminary Election in the City of Holyoke for the choice of City Officers be, and the same is hereby called to be held on Tuesday, September 16, 2025 in one polling place as designated by the City Council. The poll will be opened at 7:00 a.m. in the forenoon and closed at 8:00 p.m. of said day, and all the voters in ward 1 and ward 5 in which they are entitled to vote, between said hours, may cast their votes by voting machines and paper ballots for the election of:

CITY COUNCILOR WARD ONE(1)

SCHOOL COMMITTEE WARD FIVE (5)

93. Rivera, J- Order that the City of Holyoke install a handicap parking sign in front of 34 North Summer Street, where Mr. Jose Guzman resides. Additionally, that the pedestrian crosswalk lines near this address be repainted to ensure safety for residents and pedestrians in the area.
94. Rivera, J- Ordered That the City of Holyoke place appropriate signage designating a “Loading and Unloading Zone for Deliveries” at the side entrance of the Cayey Social Club, located on Hamilton Street, which serves as the delivery access point for the club located at 273 Main Street. This designation is being requested to facilitate the safe and efficient delivery of supplies to the Cayey Social Club and to prevent congestion or improper parking in the area.

LATE FILED ORDERS AND COMMUNICATIONS

Addendum:

Per City Council rule 2B, meeting shall end by 10 PM unless an extension is approved by a two-thirds majority of those present. If any items remain, those items will be added to the beginning of the next regular meeting.

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting.

Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law

City Clerk

REGULAR MEETING OF THE CITY COUNCIL

June 17, 2025

The meeting was called to order by President Murphy-Romboletti at 7:04 p.m.

The Clerk called the roll. Absent Members: 0 Present Members in person: 13 (Anderson-Burgos, Bartley, Devine, Givner, Greaney, Jourdain, Magrath-Smith, Murphy-Romboletti, Ocasio, I. Rivera, J. Rivera, Sullivan, Vacon).

The Pledge of Allegiance was recited.

The name of Councilor Magrath-Smith was pulled to head the roll call voting.

President Murphy-Romboletti invited Councilor I. Rivera to the podium to present a proclamation that was previously approved by the Council at an earlier meeting.

Councilor I. Rivera invited Jesus Morales into the chambers. He then thanked the Council for voting to approve the recognition for Mr. Morales. He then explained that as a former Boys and Girls Club kid, as well as a leader and staff member, he understood the honor it was to be named Youth of the Year as a reflection of dedication, leadership, and positive impact on peers and community. He noted that Mayor Garcia had been Youth of the Year at one time, along with many others. He added that he understood the efforts, heart, and character it took to earn the award.

J. Morales thanked HIS friends and family who were in attendance. He then thanked himself for getting to this point in life, emphasizing that people don't often highlight themselves for the work they do to get where they are. He then explained that the desire to be a positive role model sparked his interest, adding that he recognized that growth and leadership began with understanding who he was and what he stood for. He added that being a role model required demonstrating through actions the qualities he wanted to cultivate in himself and others, even while struggling through self-doubt and uncertainty. He also stated that he hoped to continue these aspects of leadership in his development.

PUBLIC COMMENT

(9:00)

Taylor McAndrew, 48 Elliott Street, introduced herself as a public health professional, an employee of nearby municipal government, and had worked with community coalitions and harm reduction providers. She then stated that her role had made her aware of opioid settlement funds across Hampshire County. She then stated that cities had received the funds due to direct harms done to residents, and she believed it was the duty of the city to seek the input and involvement of those most directly impacted. She added that there needed to be communication and transparency on use of the funds, as well as opportunities to get involved in the process. She also emphasized that at a time when federal dollars to support public health were being actively slashed, these were guaranteed funds to address treatment, recovery, harm reduction, and prevention. She also stated that this was a chance for the city to work with those most impacted, and to listen to their stories.

Motion was made and seconded to suspend the necessary rules to allow a non-Holyoke resident to address the Council.

Sarah Ahearn, 21 Mill Street, Greenfield, stated that she had lived experience with substance use and a family member of loss. She then stated she was a member of a steering committee that cocreated an ordinance that created an opioid use and prevention commission in Greenfield in May of 2025. She then explained that the ordinance amplified the voices of those with lived experience as part of establishing the commission. She added that the commission included seats for those with lived experience and family members of loss helping to make decisions on how the money was spent. She noted it was the first in the nation. She emphasized that the ordinance was about recognizing a different type of expertise through those who had experience substance use, navigating homelessness or incarceration, and those who had lose someone to substance use - those who had lived through the failures of the system. She added that those voices rarely had power in spaces where decisions were made, but this ordinance allowed them to not only contribute to conversations but to help shape decisions, guide funding, and evaluate outcomes.

Bridget Kearney, 51 Portland Street, spoke in favor of the opioid settlement funds, noting that the \$1.2 million awarded to the city was sitting unused. She emphasized that the funds represented a chance for creative solutions that didn't involve policing and punishment. She then stated that she and other advocates represented an effort to show that many citizens were ready to help support the city in moving forward in developing solutions. She emphasized that those impacted by the crisis needed to be at the table. She added that they were also looking to ensure that the process was transparent. She expressed concern the city website had just basic information that had been sitting there a long time with no movement.

Nadia Schuessler, 83 Pearl Street, stated that she recently joined conversations about the opioid settlement funds, reiterating that the city was currently sitting on \$1.2 million. She added that the city would have \$3.6 million by 2039. She then explained that she was invited to a Board of Health meeting on May 21st to talk about the funds with the Director of Community Development, who told them that they would receive updates within 2 weeks, but they never came. She then stated that while she understood managing the funds took time, the city was approaching 3 years with not enough action or communication with the public. She then stated that the mandate for the funds required people with lived experience should be centered in the discussion and decision making. She then urged the City Council, Mayor, and other members of city governance to ensure that those with experiences are represented when it comes to deciding the use of the funds.

Claire McGale, 35 Lynwood Avenue, expressed her intent to also speak about the opioid funds. She then stated that she was until recently a peer leadership development coordinator at the Recover Project, a peer recovery center in Greenfield. She then stated that she came from spaces where lived experience were not only valued but highlighted, and that legacy was where the mandates for the funding came from. She then stated those voices needed to be put at the forefront.

Paul Alves, 216 Homestead Avenue, sought to amplify the uplifting of people with lived experience having a voice in the use of the funds to support the community. He then stated that he used drugs for many years, and had since been running a small nonprofit to support people with substance use and health challenges. He then emphasized that recovery was trauma informed, and supported by culture and peers, adding that it was person driven and came from the individual deciding what they felt was best for them. He added that recover was based on hope and the belief that people can get better.

Pedro Alvarez, 230 South Street, explained that the \$1.2 million needed to be approved for administrative costs, connection to care, criminal justice supports, family supports, harm reduction, opioid use disorder treatment, prevention and education, and treatment/recover supports. He then stated that Holyoke had declined to pool funds, was not interested in reallocating funds, and had not hired a fiscal agent. He added that the city had not engaged families impacted by substance abuse disorder, had not engaged people in recovery, those who have used drugs, or experts. He also stated that there was no municipal planning process, had not contracted a consultant, and had not planned with other municipalities. He then emphasized that there had been 483 opioid related 911 calls in Holyoke in just the first quarter of 2025. He noted that he worked at Tapestry, and stated they had seen over 1,900 unique participants and over 6,553 encounters, with over 370 of those involving wound care assessment and/or treatment referrals. He added that they were still recovering from their deadliest year in 2023, when there were 37 fatal overdoses.

Elizabeth Grisanti, 205 Bemis Road, expressed concern with item 70 on the agenda, a resolution regarding the city's cooperation with ICE. She then explained that when her ancestors arrived in the country, they were poor but were able to come in, and now Europeans were in power and telling others they could not come in. She then stated that immigrants were vital to the society. She added that the economy could not operate without the immigrants the Trump administration had been rounding up from restaurants, hotels, and farms. She also expressed hope that anyone who loves people and had humanity would embrace everyone in the community. She then expressed concern with cooperating with ICE, noting that there was a quota that they had to arrest 1,200 people a day and there was a profit motive for the prisons. She also expressed concern with the dictator in El Salvadore taking people, no questions asked and making money on people's pain and death. She then stated that people in the city paid taxes for the police to help the people of Holyoke, and they should not be helping ICE do their job. She also expressed concern that if they started helping ICE, a lot of people would stop cooperating with police, stop going to school, and stop seeking medical help. She also suggested that anyone voting for the resolution should stop eating in restaurants.

Mimi Panitch, 134 Madison Avenue, expressed concern with item 70. She then acknowledged that Holyoke was not a sanctuary city and believed it was fine as it gave the city a lot of flexibility, and did not preclude the city from having policies that were sometimes associated with sanctuary cities. She emphasized that, as a supporter of the police, she believed it was important to not enact anything that would trap the police into cooperating with ICE. She noted that as the new chief was working on policies to build trust with the community, they should not be associated with masked, heavily armed, unidentified people snatching other people off the streets. She also expressed concern with the idea of federal officials like Kristi Noem and Tom Homan telling the city what it needed to do to avoid having applications for grant funding flagged.

Spencer Fox Peterson, 51 Portland Street, expressed his solidarity with everyone advocating for proper use of the funds for harm reduction. He then stated that policing was not solving any problems, whether it was immigrants or social ills. He then expressed concern with the profit being made by private organizations in the name of public safety. He added that the city needed to think long term about how policing and caging people did not solve problems like drug addictions and crimes related to addiction and poverty. He then encouraged people to research abolition, adding that the city did not need prisons or thugs with guns.

John Rivera, 125 Cabot Street, emphasized the need for the opioid settlement funds to be used appropriately. He then expressed concern with item 70 and what he believed were unconstitutional threats to democracy. He then stated that he agreed that the previous points about flexibility, adding that not being a sanctuary city did not mean the city could not utilize the flexibility to support people who

needed help the most. He then stated that collaborating with ICE was unconstitutional, noting that many courts had ruled their actions were unconstitutional. He added that there had been a threat to immigrants across many administrations, noting that the Obama administration held the record for the most deportations.

Nico Alicea, 1252 Bay Street, Springfield, stated he had been a long term resident in the Flats, his family owned Center Street Market, and he understood what it was like to live in that city. He then expressed concern that he always saw new faces attacked by the disease of addiction. He then explained that he worked as the Western Mass Regional Coordinator for MOAR (Massachusetts Organization for Addiction Recovery). He then emphasized that his understanding that recovery and harm reduction saved lives. He then suggested the opioid abatement funds should be allocated by the people in the community who had lived experience. He added that Hope for Holyoke was a beacon for people who weren't being heard, but their building was falling apart. He added that the funds were an opportunity to be innovative and have long lasting impact.

Councilor Anderson-Burgos commended everyone who came out to speak about the opioid abatement funds. He then stated that he would be celebrating 24 years of sobriety that coming Friday, adding that he every word his heart because he understood the passion and necessity to help human life.

President Murphy-Romboletti encouraged people to continue to come to public comment every full Council meeting. She then emphasized that this would be the final regular meeting of the fiscal year. She then stated she was seeking a moment of silence for legislators that were the target of an assassination. She then stated that the incident hit close to home, recognizing that even with heated debate, she appreciated it when people try to work together. She then asked for a moment of silence for Minnesota State Representative Melissa Hartman and her husband Mark.

A moment of silence was observed for Melissa and Mark Hartman.

REGULAR AND PENDING EXECUTIVE SESSION MINUTES

(39:15)

From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos-meeting minutes from June 3, 2025.

---> Received and Adopted.

November 1, 2022, December 5, 2023, February 6, 2024, and June 11, 2024 Executive Session Minutes - Reviewed and partially released as of April 15, 2025

---> Laid on the table.

January 22, 2024, September, 4, 2024 Executive Session and December 9, 2024 Finance Committee Executive Session Minutes - Reviewed and withheld in entirety as of April 15, 2025

---> Laid on the table.

LAID ON THE TABLE

(39:45)

From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos, minutes of February 18, 2025 meeting.
---> Laid on the table

The Committee on Charter and Rules to whom was referred an order With community support, order that the following section of our Codes of Ordinances and charter be updated to reflect use of email as sufficient for special meeting notice:

Sec. 12. – Special meetings of city council.

The Mayor or City Council President may at any time call a special meeting of the city council by public posting through the city website along with written notifications thereof, together with a statement of the subjects to be considered thereat, to be deposited in the post office, postpaid and addressed to the persons to be notified, at least forty-eight hours before the time appointed for such meeting, or to be left at the usual place of residence of each member of the council, by email at least forty-eight hours before the time appointed for such meeting. (Acts 1965, c. 187; Acts 1992, c. 189)

Recommended that the order be adopted.

---> Laid on the table.

Proposed FY2026 City Budget

---> Laid on the table.

Mayor's Updated DPW Admin Budget Page 32

---> Laid on the table.

COMMUNICATIONS

(39:55)

From Mayor Joshua Garcia- letter appointing Ms. Meghan Connolly of 9 McMahon Drive to serve on the Library Board of Directors. Ms. Connolly will replace Mr. Thomas Gilchrist and will serve the remainder of his term expiring February 2026.

---> Received and referred to the Public Service Committee.

From Mayor Joshua Garcia, letter reappointing Mr. Michael Falcetti to the Citizens Advisory Committee. Mr. Falcetti will serve a one-year term expiring June 30, 2026.

---> Received and appointment confirmed.

From Mayor Joshua Garcia- letter appointing Ms. Heather Leenders of 11 Robert Drive to serve on the Commission on Disabilities. Ms Leenders will serve a three-year term, expiring March 2028.

---> Received and referred to the Public Service Committee.

From City Treasurer Rory Casey- letter regarding free cash

---> Received.

From City Auditor Tanya Wdowiak: FY2025 General Fund & Sewer Enterprise Budget to Actuals to 6/13/2025

FY2025 PILOT Payments to 6/13/2025

---> Received.

From City Auditor Tanya Wdowiak- budget revision from the Mayor
Page 1- City Council: Increase of \$10k to Professional Services Line 11122-53010
Page 42- Recreation: Increase of \$5,139 to Recreation Director Line 16301-51101
Here is how I came up with the calculation for the new Directors salary:
3.00% daily (260) daily (261)
83,000.00 85,490.00 328.81 85,818.81
---> Laid on the table.

Intermunicipal Agreement for Regional Animal control Services
---> Received and referred to the Development and Governmental Relations Committee.

Motion was made and seconded to suspend the necessary rules to take up items 15, 16, and 17 as a package.

From Health Benefit Trust- meeting minutes from 4/7/25.
---> Received.

From Holyoke Community Preservation Act Committee-minutes from February 12, 2025, approved minutes from March 12, 2025, minutes from February 26, 2025, Historic and OS Presentations minutes from January 15, 2025, and Housing and OS Presentation minutes from January 22, 2025.
---> Received.

From Historical Commission-meeting minutes from February 10, 2025 and March 10, 2025.
---> Received.

PETITIONS

(43:55)

Petition of Robert Rose of 414 Hillside Ave Suite 167 for a Home Occupation Permit for a Custom Fabrication Shop.
---> Received and referred to the Development and Governmental Relations Committee.

Petition of Ella Sussman and Tyrone O'Banner of 1-9 Martin St. for a Home Occupation Permit for a Psychotherapy/Psychiatric Outpatient Mental health Practice
---> Received and referred to the Development and Governmental Relations Committee.

Petition of Sixan MA LLC of 15 Main Street for a Recreational Marijuana retail Establishment
---> Received and referred to the Ordinance Committee.

PRESIDENT'S REPORT

(45:05)

President Murphy-Romboletti stated that the fireworks would take place on Friday, July 27th, at Holyoke Community College beginning at 6 p.m. with the fireworks starting at dusk. She added that there would be

music, food, and family activities. She noted the rain date would be June 29th. She then stated the Parking Advisory Committee was approved for an 11 a.m. meeting on June 13th and the Tourism Advisory Committee was approved for a 4 p.m. meeting time on June 17th. She then stated the special meeting to vote on the budget would be Monday, June 23rd. She noted there were a lot of items on the agenda and another committee meeting may be needed before a vote. She then thanked everyone for their work and the department heads for attending the hearings.

Councilor Greaney asked where the fireworks would be.

Murphy-Romboletti reiterated that they would be at Holyoke Community College.

Councilor Givner stated that Wistariahurst Museum would be hosting a series of events for Juneteenth on June 19th 12 p.m. - 3 p.m. She also stated that there would be a summer solstice cookout at the Dwight Street Garden on June 22nd 3:30 p.m. - 6:30 p.m.

Councilor Anderson-Burgos stated that PrideFest would be taking place at 12 p.m. 6 p.m. at Veterans Park and everyone was welcome. He added there would be a block party event afterwards at the Wauregan parking lot. He noted there would be a lot of food trucks and other vendors.

Motion was made and seconded to suspend the necessary rules to take up late file 74 out of order.

From Kestrel Land Trust, letter regarding right of first refusal for Mountain Road parcel under Chapter 61A

---> Received and referred to the Development and Governmental Relations Committee.

REPORTS OF COMMITTEES

(50:30)

The Committee on Ordinance to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance

have considered the same and Recommended that the order be adopted, adding the Chief Administrative and Finance Officer (CAFO) to Grade 17 of Schedule A, the Treasurer/Collector to Grade 14 of Schedule A, and the Comptroller to Grade 13 of Schedule A.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the intent was to modernize functions around key positions, with some being renamed and duties being reassigned. He added that the goal was to address concerns raised by the independent audit and better service constituents in the long term. He added there were increased efficiencies and savings, with a net loss of two positions and no net gain of new positions. He also emphasized the changes would help with timely filing of financial documents and provide additional oversight for the mayor and financial departments.

Councilor Jourdain made a motion suspend the necessary rules to take up and lay items 21, 22, and 41 on the table as a package, as all of the items would be discussed and voted on alongside a package of charter changes the following week. Councilor Sullivan seconded the motion.

Councilor Devine sought to speak.

President Murphy-Romboletti stated that there was no discussion on motions to table.

Councilor I. Rivera stated that he only sought to vote to take them up as a package.

Councilor Jourdain stated that he could hold his motion to table if others sought to make comments but suggested keeping them brief since they would be discussed as a package the following week. He then withdrew his motion to lay the items on the table.

Councilor I. Rivera stated that the next item regarding the Chief Administrative and Financial Officer went with this order and was complied with. He added that the following order to reflect a modern Human Resources Department was changing the language of Personnel Department language to fit with other communities that were already doing that, adding it made sense to make the change with the rest of these updates. He then asked when the items would be discussed the following week.

President Murphy-Romboletti stated that a special meeting was scheduled the following Monday to vote on the budget, and these tabled items could be included on that agenda. She emphasized it was important to discuss these items before voting on the budget as they would have an impact on the budget.

Councilor Jourdain stated that there would also be a package of charter changes up for consideration. He noted that the mayor sent a communication committing to sign the entire package if the Council approved it.

Councilor Vacon sought to provide a minority report to the modernization act. She then stated she found it to be a large expansion of local government when citizens were already complaining about their tax burdens. She then noted the change began as just adding a CAFO as well as consolidating the Treasurer and Tax Collector and had now morphed into an ordinance adding three additional positions. She emphasized it mirrored the ordinance in Springfield which was 3-4 times larger than Holyoke. She also noted that the qualifications laid out for the CAFO were those currently held by the mayor who ran with the goal of addressing the city's financial problems. She noted she had supported the consolidation of the Treasurer and the Tax Collector and believed there was fair debate about the CAFO, but believed the other positions added in the ordinance were discussed in the backroom and were now being rushed through after only 3 meetings on a huge reorganization of the city. She noted one of those meetings was

called at the last minute when the chair knew two people could not attend it. She added that she also believed it was too much on the taxpayers. She also noted the only savings was from a cut in a Procurement position.

President Murphy-Romboletti offered a reminder that it did not sound like anything would be voted on that night and asked people to keep that in mind.

Councilor Devine stated that while she did not have any issue with taking up items 21 and 22 together but suggested that item 41 seemed more clerical to change Personnel to Human Resources. She then asked Councilor Vacon why she was doing a minority report.

Councilor Vacon stated that as Vice Chair and a minority of the committee, she was offering a minority report. She noted that on item 21, there was a missing portion in the legal form on Section 11 (b)(3) where language was removed but not replaced. She emphasized it was just a technical matter.

Councilor I. Rivera stated that a democracy required having people sit at the table and have discourse. He then expressed frustration with questions or ideas being used to intentionally block or undermine, adding that he expected it was going to continue to happen and felt it was unfair to the public. He then stated that the 3 meetings on these topics should not be dismissed, emphasizing that they were around 4 hours long and some chose to spend the time speaking in circles and nitpicking.

Councilor Anderson-Burgos commended the Ordinance Committee for the work put into this, emphasizing the huge move that it was to reorganize. He then expressed concern with accusations that there was a lot of fast movements and tricks. He then emphasized that the mayor was elected by a big margin, and was currently unopposed, adding that he had seen a lot of growth and fresh ideas coming from the administration. He added that big changes were sometimes required to see big improvements.

Councilor Greaney stated that he believed an ordinance that includes a CAFO, a mayor, and a comptroller was excessive and he would not support it.

Councilor Jourdain made a motion to lay items 21, 22, and 41 on the table. Councilor I. Rivera seconded the motion.

---> Laid on the table.

The Committee on Ordinance to whom was referred an order that the position of Chief Administrative and Financial Officer be created and added to Schedule A

have considered the same and Recommended that the order has been complied with.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

---> Laid on the table.

The Committee on Ordinance to whom was referred an order that the Personnel Department and Law Department work in conjunction to update the following ordinances to reflect a modern Human Resources Department:

Article I

30-1 (a)

82-4 (c)

82-5 (c)

Article II Division I

2-40 (a)

2-43 (e) (k)

2-64

2-66 b (3)

2-67 (a)

2-69 (h)

Article II Division II

2-86

Article II Division VI

2-182 b (3) e (2)

Article III Division II

2-311 a, b, c, d

2-312 a, b (21)

2-313

2-314

Article IV 2-422 (b)

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera

Linda L. Vacon

Meg Magrath-Smith

David K. Bartley

Jenny Rivera

---> Laid on the table.

The Committee on Ordinance to whom was referred an order That the following entry be added to the City Ordinances Sec. 86-325. - Schedule IV: Stop streets, this will be directed to the Ordinance Committee to be heard.

Street Stopped/ Vernon St

Direction of Travel/ Southerly

Intersection/ Main St

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated there was agreement on the need for this.

---> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Adopted on a call of the roll of the yeas and nays--
Yeas 13--Nays 0--Absent 0.

Councilor I. Rivera made a motion to suspend the necessary rules to take up items 24 and 25 as a package for the purpose of referring back to committee. Councilor Devine seconded the motion.

Councilor Jourdain made a motion to give items 24 and 25 a leave to withdraw and suggested having a conversation about the topic offline. He then stated that he believed item 24 was an idea that needed to go away for a variety of reasons but item 25 could go back to committee if that was the will of the body.

Councilor Vacon seconded the motion to give the items a leave to withdraw.

Councilor I. Rivera stated that he still wanted to package them together.

Motion to package items together failed on a call of the roll of the yeas and nays--Yeas 7--Nays 6
(Bartley, Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Absent 0.

The Committee on Ordinance to whom was referred an order that That the City of Holyoke amend ordinance that provides Columbus day as a Holiday be updated to wording that reflects that Columbus Day will now be referred to as "Indigenous Peoples Day, formerly known as Columbus Day".

have considered the same and Recommended that the order be adopted as amended, striking out "formerly known as Columbus Day."

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor Givner made a motion to send item 24 back to committee. Councilor I. Rivera seconded the motion.

Councilor Bartley stated that it was taken up a couple times already. He also noted that it was just mentioned how Ordinance had been holding 4 hours meetings. He emphasized the committee already discussed it and took a vote to move it forward. He then suggested that a vote be taken to decide whether or not to change it. He then expressed frustration with sending it back to waste more time doing the people's business.

Councilor Jourdain stated that he didn't believe it needed to be sent back to committee. He then emphasized that Columbus had been dead for 500 years and there was no new information that would come to light before the next committee meeting, and suggested that if some were going to throw Mr. Columbus under the bus, it should happen that night and let them chips fall where they will. He then questioned doing this when there would not be the votes to pass it in this term. He then suggested that item 25 would at least be respectful of all people, while item 24 was stepping on some people's history. He then made a motion to give item 24 a leave to withdraw. Councilor Vacon seconded the motion.

President Murphy-Romboletti noted that there was a motion on the floor to refer both back to committee.

Councilor Jourdain clarified his motion was amending the previous motion.

Councilor I. Rivera suggested that there was posturing because it was election season. He then explained that he felt everyone should get their say and didn't take this up to be divisive but had only sought to address orders to clean out the committee jacket. He added that he only suggesting sending it back to committee to avoid this kind of discourse happening in this meeting.

President Murphy-Romboletti expressed disappointment that this was on the agenda, emphasizing that there were much bigger things to address. She also asked that councilors avoid side conversations while others were talking.

Councilor Givner explained that she made her motion to avoid this conversation.

Councilor Greaney stated that while he did not believe there was any intent, this was a divisive issue. He then suggested that if the city was supposed to be champions of DEI, this should be given leave to withdraw.

Councilor Magrath-Smith acknowledged that this was her fault for taking it up in Ordinance. She then expressed surprise that tensions were high with this topic, adding that she had no idea it would be this kind of flash point. She then suggested that others may remember the conversations from before and may be attributing past arguments to her. She noted that as a school teacher, her classroom talked about topics like this all the time and that room never felt like this, even being a diverse room with a lot of different identities, histories, and ethnicities. She added that she did not expect this was how the Council would approach this issue. She then explained that earlier that day, she asked Councilor I. Rivera about sending it back to committee, noting that very little conversation took place in Ordinance when it came up. She recalled that when it came up, she was surprised that the plan was to give it leave to withdraw as it clearly was important enough that two orders were left in the jacket. She then suggested that there did not appear to be a will in the committee to discuss it and it was just moved to the full Council.

Councilor Jourdain noted that in fairness to the chair of Ordinance, Councilor I. Rivera, he understood the plan had been to give them leave to withdraw, adding that had also been the Law Department's recommendation. He then emphasized that this was a controversial issue. He noted that he was a 4th Degree member of the Knights of Columbus, adding that his wife was also Italian. He then expressed his belief that this was a really bad proposal, adding that it was not okay to stampede over other people's history. He emphasized it was a free country, a pluralistic society, and people could choose to celebrate or not celebrate any holiday. He then expressed concern at seeing Mr. Columbus character assassinated when it was unfair and untrue, and many historians had looked at it. He then stated that it was also an attack against Christianity and against the Catholic Church, adding that Columbus was a hero of the faith for bringing Christianity to the Western Hemisphere. He added that we have Christopher Columbus to thank for the spread of the Spanish language. He added that people should know that a proposal like this was an attack against Columbus, who he represented, and the history and culture he represented. He also emphasized that it was state and federal holiday, adding that the largest statue of Columbus in the Western Hemisphere was in Puerto Rico. He also noted that the United Nations commemorated August 9th as International Indigenous Peoples Day, adding that a legislator in Massachusetts was proposing the same as a possible alternative option.

Councilor Vacon noted that she attempted to say in committee that this was a very divisive issue but was steamrolled.

Councilor Greaney stated that Councilor Jourdain's historical knowledge was accurate. He also emphasized that there were divisive issues everywhere and he felt the body should stay out of it and do the business of Holyoke.

---> Report of Committee received and given a leave to withdraw.

The Committee on Ordinance to whom was referred an order that That Columbus Day holiday ordinance be changed so the holiday be known as both Columbus Day and Indigenous Peoples Day so everyone may celebrate both, one or the other, or neither if they choose according to their own conscience. This will allow the maximum amount of sensitivity to the issue.

have considered the same and Recommended that the order be denied.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor Jourdain made a motion to refer item 25 back to the Ordinance Committee. Councilor Vacon seconded the motion.

---> Report of Committee received and referred to the Ordinance Committee.

The Committee on Ordinance to whom was referred an order Handicap application from Yolanda Velazquez for a handicap sign at 120 Oak St. #1.

have considered the same and Recommended that the order be adopted as amended, striking out "formerly known as Columbus Day."

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the application was approved.

---> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Adopted on a call of the roll of the yeas and nays--
Yeas 11--Nays 0--Absent 2 (Bartley, Sullivan).

The Committee on Ordinance to whom was referred an order That the ordinance committee review the draft Telecommunication ordinance changes. This is being filed on behalf of a constituent request.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that this was an older order the committee was clearing out of the jacket. He added that a constituent presented on this topic a while back and an ordinance was created. He noted the ordinance was restricted because of the FCC but certain limited barriers were created so people at least had to be notified where the devices would be installed.

Councilor Vacon recalled that Kirsten Beatty was involved in this issue. She added that the concerns were related around health matters, and federal regulations did not allow cities to establish local ordinances based on health concerns relative to this so the ordinance was drafted to do as much as was allowed.

---> Report of Committee received and recommendation Adopted.

Motion was made and seconded to suspend the necessary rules to take up items 28 through 31 as a package.

The Committee on Ordinance to whom was referred an order that the city creates a Housing Committee tasked with creating policy suggestions and implementation of office of tenant protections, office of returning citizens and homelessness liaison. Roles and committee to be created by Ordinance while bylaws to be created by the committee.

The committee should included at least one of the following - 1 tenant in market rate housing, 1 tenant with section 8 voucher holder, 1 tenant with MRVP or continuum of care, 1 tenant of HHA, 1 tenant representative of local organization working on housing issues, 1 home owner, 1 landlord..

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that this had been filed by former councilors, Jose Maldonado Velez, who was very passionate about this. He added that he also was but there was not time to carry it forward with other matters taking priority, but it could be refiled at a later time.

---> Report of Committee received and recommendation Adopted.

The Committee on Ordinance to whom was referred an order that we add a Grant Manager position to oversee, streamline, and expand our grant applications and money for our city.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the idea was to have one grant manager out of the mayor's office and have departments work together but expressed his understanding that different departments had their own grant managers.

---> Report of Committee received and recommendation Adopted.

The Committee on Ordinance to whom was referred an order that legal review the Boston Cannabis Equity program ordinance and begin to draft language similar to it for the purposes of creating a Holyoke Cannabis Equity program.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the idea was to manage this using community impact funds but it now made more sense to take a different approach since they were going away and there was still litigation to figure out how the funds could be used.

---> Report of Committee received and recommendation Adopted.

The Committee on Ordinance to whom was referred an order that we allow for overnight parking on city parking lots for people to sleep in their cars. This would be an added measure in the work already being done to provide a safe, temporary place for our unhoused population until a more long term solution is created.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that while there was an ordinance that people could not sleep in their cars but there wasn't a traffic squad to enforce it so it made sense to withdraw it until a better time to have the debate when there was more manpower.

---> Report of Committee received and recommendation Adopted.

President Murphy-Romboletti invited Councilor Jourdain to take over during discussion of the next two items as she had a conflict of interest when special permits for marijuana businesses and could not participate in debate.

Motion was made and seconded to suspend the necessary rules to take up items 32 and 33 as a package.

The Committee on Ordinance to whom was referred a Special permit application of Mass Cannabis Growers Cooperative LLC at 1 Cabot St (048-01-010) to permit a marijuana cultivation facility.

have considered the same and Recommended that the special permit be granted with the following conditions:

1. That the owner of the building always pay the commercial property tax rate to the extent allowed by

federal, state, and local laws for the duration of the Special Permit.

2. That the business retains a minimum 30% Holyoke residents for non-security jobs.
3. That the hiring preference be given to security personnel that are retired Holyoke police or are a retired member of another police department that now lives in the city of Holyoke.
4. There shall be no marijuana consumption allowed on site.
5. That the hours of operation be set according to City ordinances.
6. That the applicant must abide by Massachusetts General Laws and guidances from the Cannabis Control Commission.
7. That the petitioner/applicant shall conform with city and state health laws, rules, and regulations, including odor nuisance controls, for the duration of the permit.
8. That if substantial progress has not occurred within 2 years of issuance of the Special Permit, an extension shall be required.
9. Applicant must have the Police Department approval letter prior to the applicant beginning operations.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that they were a cop-op where others would buy into the business and sell what they would be growing to local vendors. He noted it was the purchase of a former space, requiring them to go through the process again with a new application. He also noted that an email was sent earlier in the day from the Police Department showing their approval to address the 9th condition. He added that the Planning Department letter had open questions that the committee addressed with the applicant during the hearing.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 9--Nays 1 (Greaney)--Absent 2 (J. Rivera, Sullivan)--Abstain 1 (Murphy-Romboletti).

The Committee on Ordinance to whom was referred a Special permit application amendment of Blue Fox Brands Inc. at 1 Cabot St (048-01-010) a marijuana manufacturing facility, adding a C1D1 extraction booth.

have considered the same and Recommended that the special permit be granted with all previous conditions, plus that the applicant receive a permit from the Fire Department prior to the applicant beginning operations.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that this was just adding a CD1 extraction booth, with one section of the space used where a chemical would be used for extraction. He noted the Fire Department was requiring approval of the special permit prior to that department performing an inspection.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 9--Nays 1 (Greaney)--Absent 2 (J. Rivera, Sullivan)--Abstain 1 (Murphy-Romboletti).

President Murphy-Romboletti returned to preside over the meeting. She then stated that item 34 remained in committee.

The Committee on Ordinance to whom was referred an order That we consider crafting an ordinance stipulating requirements for expenditure of funds of the police special events line and requirements. Example: committee organized event, private businesses participating, alcohol served, who is profiting etc.

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the intent of the order was to ensure that expenses out of the Police Department's special events line be itemized. He noted he voted against it in committee as he felt it was different than how other police line items were handled.

---> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

President Murphy-Romboletti stated that items 36, 37, and 38 remained in committee.

The Committee on Ordinance to whom was referred an order that Schedule B, Compensation for Elected Officials of Chapter 2 of the Code of Ordinances be amended as follows:

City Clerk: \$90,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera

Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the order was to bringing the City Clerk's salary up to \$90,000 to match what other surrounding communities were paying. He noted it had been many years since this position had an increase. He added that it was a 3-2 vote in committee.

Bartley made a motion to amend \$90,000 to \$88,000. Councilor Vacon seconded the motion. He then stated that he spoke with all parties involved and fellow councilors, and he had doubts that two-thirds would be reached with this at \$90,000. He then emphasized that everyone respected Ms. Leary, and this increase would be a reflection on her doing a great job. He then explained that the raise would go into effect in January in line with tradition in the city. He also noted that the Clerk could also seek an adjustment to the stipend received as Clerk of the Council. He added that the goal of the amendment was to try to have this be a unanimous vote.

Councilor Devine asked for clarification of the 3-2 vote in committee.

Councilor Bartley took exception to the request.

President Murphy-Romboletti asked for order.

Councilor I. Rivera stated that the votes in favor included himself, Councilor J. Rivera, and Councilor Magrath-Smith, with the votes against coming from Councilor Bartley and Councilor Vacon. He noted that Councilor Bartley voted against it because it had been part of a package but would have supported it if it had not been part of a package. He then questioned how it was out of order to ask who voted what way.

Councilor Devine stated that while the City Clerk did receive a stipend, it wasn't a wage, while the \$5,000 would be a wage increase. She added that this only be the City Clerk's second raise in 12 years.

Councilor Greaney called for a vote on the amendment.

Councilor I. Rivera suggested that more councilors try to attend more meetings rather than changes being made at full Council meetings.

Councilor Jourdain asked if the ordinance was fixed to state it was January 1st.

President Murphy-Romboletti stated she believed that was addressed.

Councilor I. Rivera stated that he only made one comment about that in committee and it was never an issue.

Admin Asst Anderson-Burgos noted that the legal form said it would take effect upon passage.

Councilor Jourdain made a motion to amend the form to have it take effect on January 1, 2026. Councilor I. Rivera seconded the motion.

---> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Adopted on a call of the roll of the yeas and nays--
Yeas 13--Nays 0--Absent 0.

The Committee on Ordinance to whom was referred an order that honorable city council add a section to Holyoke code of ordinances titled "Human Relations".

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that this was just cleaning the order out of the jacket.

---> Report of Committee received and recommendation Adopted.

President Murphy-Romboletti stated that item 42 remained in committee.

(2:03:05)

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, TWELVE MILLION SEVEN HUNDRED FIFTY NINE THOUSAND EIGHT HUNDRED SIXTY AND 00/100 Dollars (\$12,759,860) as follows:

FROM

19141-51999 HEALTH INSURANCE	\$12,759,860
TOTAL	\$12,759,860

TO:

10002-59753 TR TO DENTAL INS TRUST	\$ 315,000
10002-59790 TR TO HEALTH INS TRUST	12,444,860
TOTAL	\$12,759,860

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner

Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that the city had a trust being managed by Dowd Insurance, and the City Auditor advised that the funds needed to be transferred into the trust accounts.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "MASS CULTURAL COUNCIL CULTURAL DISTRICT INVESTMENT GRANT, \$15,000, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that the grant came as a result of approval of the city's Puerto Rican Cultural District. She then explained that the grant would be used to bring artifacts from a museum in Puerto Rico.

Councilor I. Rivera asked if the artifacts would be sent back afterwards.

Councilor Devine stated that the question hadn't been asked in the meeting.

Councilor Givner noted that a lot of artifacts travel around and it was likely this would be part of a traveling exhibit.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

(2:07:25)

The Committee on Development and Governmental Relations to whom was referred an order City Council explore with the Mayor a residential redevelopment plan for city owned vacant parcels has homes built then sold. City funds coupled with any available grant funding will be used for seed funding with the proceeds of the sales used to build more homes. The long term play for the city is the generation of all of the property tax revenue from these home sales, the new availability of great new housing, the reduction in city owned buildable lots and the growth of population.

have considered the same and have considered the same and Recommended that the order has been complied with.

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio
Juan Anderson-Burgos
Patricia Devine

UNDER DISCUSSION:

Councilor Givner stated that the item had been in committee for a long time and Councilor Jourdain was in favor of it being voted on as complied with. She added that the topic could be revisited with a new order.

---> Report of Committee received and recommendation Adopted.

The Committee on Development and Governmental Relations to whom was referred an order to declare Parcel Holyoke Assessors Map 212, Block 00, Parcel 001, Easthampton Road, Holyoke, MA as surplus property and sell to the Massachusetts Department of Fish and Game with an address of 100 Cambridge Street, Suite 620, Boston, MA 02114 for \$270,000.00.

have considered the same and have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio
Juan Anderson-Burgos
Patricia Devine

UNDER DISCUSSION:

Councilor Givner stated that the order had been in the jacket for some time and was tabled in December of 2023. She added that it could be refiled if there was an interest in revisiting it.

---> Report of Committee received and recommendation Adopted.

(2:09:10)

The Committee on Charter and Rules to whom was referred an order that the City Council adopt the attached Special Act to remove future fire chiefs from civil service for the purpose of preserving the longstanding residency requirement for our Fire Chief as embodied in our ordinances. It will also allow the Fire Department to select external candidates and it will make the selection process comparable to Police Chief.

have considered the same and Recommended that the order be adopted.

Committee Members:

Meg Magrath-Smith
Linda L. Vacon
Tessa Murphy-Romboletti

UNDER DISCUSSION:

Councilor Magrath-Smith stated that the Personnel Director as well as members of the Fire Commission attended and spoke highly of the concept of removing the position from civil service. She explained that it would provide more flexibility to hire the right person for the job as well as ensure there could be a residency requirement.

Councilor Devine made a motion to refer item 47 back to the Charter and Rules Committee. Councilor Anderson-Burgos seconded the motion.

She then stated that there was new information that should be discussed in committee. She added that the fire chief as well as a delegation from the state should be invited to discuss it. She then suggested that the commissioners were wrong if they believed they would still have a say in hiring if this was removed from civil service, adding that the mayor would then be in charge of it. She added there was also union language to be concerned about.

Councilor Jourdain noted that Councilor Devine had been in favor at the meeting. He added that the Law Department, Personnel, and the Fire Commission were all supportive of this. He then acknowledged that while it was understandable the fire chief would be opposed, the current one was being grandfathered in and would not be affected. He then recalled he sought this change 14 years ago but pulled it back when a rewrite of the Fire Department residency rule. He noted that there was a provision in the ordinance requiring the fire chief to be a resident and they all had been until the current one. He then emphasized that there was already a process for selecting the police chief with input from various people, the mayor selects someone, and a contract is written. He added that a contract is done for the fire chief, but it can be undermined by the civil service rule. He also emphasized that this change would dramatically empower the Fire Commission and the mayor in selecting a fire chief, as well as if they needed to discipline them. He also emphasized that this was only a change with the fire chief position and would not affect anyone else in the Fire Department. He then questioned why those with concerns waited until after the committee meeting to call one councilor to try to stop it with "new information." He then expressed frustration that this appeared to be all about just trying to protect the inner circle instead of opening up the process.

Councilor I. Rivera asked for clarification if the residency requirement would remain. He also asked if the police still used civil service, as well as how different this process would be from the police, noting he did not necessarily agree with the process for selecting the police chief. He then stated that in contrast to what he believed was not a totally transparent process with the police, he believed that the proposed process with the Fire Department did appear to be more transparent.

Councilor Jourdain stated that the chief was the only position in the Police Department that was not in civil service, and that would be the only change with the Fire Department. He then explained that there was a recent interpretation suggesting that because the fire chief was in civil service, that person did not need to be a resident of Holyoke. He emphasized that removing the chief from civil service would make the person subject to local ordinances.

Councilor Devine stated that she already explained that she was in support of it when discussed in committee and it was not necessary to remind anyone. She then suggested that this new information should have been available at that meeting. She then recalled that she asked why Chief Pond had to move into the city when he was hired as fire chief but the current one, Chief Kadlewicz, did not, and then explanation was that it was in Chief Pond's contract. She then stated that she was seeking to have more people invited in because there was a lot more to it than just civil service.

Councilor Ocasio expressed frustration at not being acknowledged that she was at the committee meeting.

Motion to refer item 47 back to the Charter and Rules Committee failed on a call of the roll of the yeas and nays--Yeas 5 (Anderson-Burgos, Devine, Magrath-Smith, I. Rivera, J. Rivera)--Nays 8--Absent 0. ---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 1 (Devine)--Absent 0.

The Committee on Charter and Rules to whom was referred an order City Council Rule 4 is hereby amended as follows: Add the following sentence to the end of the first paragraph of Rule 4.B. – So long as it is in a writing to the Clerk, any member may opt out of having his/her agenda sent via U.S. mail and instead may have the agenda sent via electronic mail, personal delivery by the Administrative Assistant or not at all. Said decision shall remain in force until the Clerk is otherwise notified, in writing, by the member.

have considered the same and Recommended that the order be adopted with amendments.

Committee Members:

Meg Magrath-Smith
Linda L. Vacon
Tessa Murphy-Romboletti

UNDER DISCUSSION:

Councilor Magrath-Smith stated that the proposed amendment to the rule was further amended in committee to read, "So long as it is in a writing to the Clerk, any member may opt out of having his/her agenda sent via U.S. mail and instead may have the agenda sent via electronic mail. Personal delivery by the Administrative Assistant may occur in circumstances where consistent and timely mail delivery is problematic. Said decision shall remain in force until the Clerk is otherwise notified, in writing, by the member. In writing to the Clerk may include email communication."

Councilor Bartley expressed appreciation to the committee for their work.
---> Report of Committee received and recommendation Adopted.

Motion was made and seconded to suspend the necessary rules to take up items 49, 50, and 51 as a package.

The Committee on Charter and Rules to whom was referred an order that the City of Holyoke shall create an Administrative and Finance Department. Said acceptance shall be subject to implementation by city ordinance and any necessary amendments to the City Charter. This order shall be referred concurrently to Charter and Rules and Ordinance to be considered jointly, with recommendations regarding implementation to be reported back to the City Council jointly. See attached: Municipal Modernization Act of 2025.

have considered the same and Recommended that the order be adopted with amendments.

Committee Members:

Meg Magrath-Smith
Linda L. Vacon
Tessa Murphy-Romboletti

UNDER DISCUSSION:

Councilor Magrath-Smith stated that committee discussed charter changes that would need to happen to match the ordinance changes. She noted that language included two charter changes, with one being an update to reflect the change from "treasurer" to treasurer/collector" in the charter provision regarding the Soldiers Memorial Commission. She noted that the initial proposal was to just eliminate the treasurer from the provision. She then explained that the second section being amended related to the order of succession when the mayor was unable to perform their duties in order to remove the treasurer since the position would no longer be an elected position. She added that the Council President was added into the language.

Councilor Jourdain stated that while these were not controversial, they needed to be considered with the other proposal as part of a package of changes related to the municipal modernization act.

---> Laid on the table.

The Committee on Charter and Rules to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance

have considered the same and Recommended that the order has been complied with.

Committee Members:

Meg Magrath-Smith
Linda L. Vacon
Tessa Murphy-Romboletti

---> Laid on the table.

The Committee on Charter and Rules to whom was referred an order The City of Holyoke amends any charter, ordinance and any other regulations relative to its Tax Collector and combines the office with its

City Treasurer so long as a charter change to appoint rather than elect Holyoke's City Treasurer is approved by the legislature and Holyoke voters.

have considered the same and Recommended that the order has been complied with and referred to the Ordinance Committee.

Committee Members:

Meg Magrath-Smith
Linda L. Vacon
Tessa Murphy-Romboletti

---> Laid on the table.

ORDERS AND TRANSFERS

(2:32:40)

President Murphy-Romboletti stated that items not being voted on that night would not be discussed.

President Murphy-Romboletti- Ordered, that That Rule 1 of the City Council be suspended for the purpose of the City Council going on Summer Recess and that the July 1, July 15, and August 19, 2023 meetings be cancelled.

President Murphy-Romboletti stated that it should read as 2025.

---> Received and Adopted.

Councilor Ocasio- Ordered that Park and Rec replace the two picnic tables at the Arena Park on South Summer St. asap. One is broken and is really bad.

Councilor Ocasio stated that it should be revised to say South Bridge Street. She then stated she spoke with Parks and Recreation and was advised that DPW had to take care of it.

---> Received and Adopted. Copy to DPW.

Councilor Ocasio- Ordered that the City put a "No Parking" sign in front of the old Fire Station building on Main St. People park half on the street/sidewalk so people can't use the sidewalks. Police need to enforce and ticket them.

President Murphy-Romboletti suggested it may need to go to Ordinance.

Councilor Jourdain stated that he believed there were signs on the doors, adding that people should not be parking in front of the 3 bay doors. He added that it may not need an ordinance but that they needed to enforce it.

Councilor Ocasio stated that people were parking on the sidewalk.

Councilor Jourdain suggested people were taking liberties because someone put jersey barriers to prevent things going in and out of the building that shouldn't be, leading to people parking in front of the barriers.

Councilor I. Rivera suggested discussing the item in the Public Safety Committee, noting that he did not believe signs could be put in front of someone else's building.

---> Received and referred to the Public Safety Committee. Copy to Police Department.

Councilor Ocasio- Ordered that the DPW repaint the parking lines on South Summer St again, because the paint has faded.

---> Received and Adopted. Copy to DPW.

Councilor Ocasio- Ordered that the City address concerns and/or come up with a plan to stop individuals from using their apartments as storage for mini motorcycles etc. This is very dangerous for residents living in buildings.

---> Received and referred to the Public Safety Committee.

Councilor Vacon- ORDER: Add solar lights to the stop sign & cut back brush to increase visibility of the stop sign at Keyes & County Rd. A driver hit a bike rider during the recent bike race & there have been other accidents at that intersection.

---> Received and Adopted. Copy to DPW.

Councilor Vacon noted that item 61 is a duplicate of item 57.

Councilor Vacon- ORDER: Install a Stop Ahead sign on Keyes Rd when approaching County Rd.

---> Received and Adopted. Copy to DPW.

Councilor Vacon, Councilor Jourdain- ORDER: The Treasurer please send the City Council an update on the certification of free cash. We are waiting the promised completed reconciliation & filing of Schedule A & a communication from the Treasurer by the meeting of June 17, 2025.

---> Received and Adopted. Copy to Treasurer.

Councilor Vacon- ORDER: that speed limit on Cypress & Sequoia be lowered to 15 or 20mph due to safety concerns similar to Bemis. They are being used as a cut through.

---> Received and referred to the Ordinance Committee. Copy to DPW, City Engineer.

Councilor Vacon- ORDER: Add solar lights to the stop sign & cut back brush to increase visibility of the stop sign at Keyes & County Rd. A driver hit a bike rider during the recent bike race & there have been other accidents at that intersection.

---> Given a leave to withdraw.

Councilor Anderson-Burgos - Ordered that the City Council issue proclamations to the headliners of this year's PrideFest on June 21st: Grammy nominated artist and MTV VMA Winner, Mary Lambert, as well as RuPaul's Drag Race and current Drag Race All Stars contestant, Alyssa Hunter.

---> Received and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (Bartley).

Councilor Devine- ORDERED: that the Public Safety Committee meet with the Police Chief or designee as soon as possible to discuss and possibly regulate motorized scooters.
---> Received and referred to the Public Safety Committee.

Motion was made and seconded to suspend the necessary rules to take up items 64 through 68 as a package.

President Murphy-Romboletti noted that the administrative assistant was questioning if these financial orders would die with the end of the fiscal year.

Councilor Jourdain noted that there was a Finance meeting scheduled the following week.

President Murphy-Romboletti added that a special meeting would likely need to be called later to accept free cash, and these could be voted on then.

Councilor Devine stated that she would work with the administrative assistant to get them added to the committee agenda.

COUNCILOR DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE THOUSAND SEVENTY FIVE AND 00/100 Dollars (\$3,075) as follows:

FROM

16101-51102 REFERENCE LIBRARY ASSISTANT	\$3,075
TOTAL	\$3,075

TO:

16101-51108 CUSTODIAN	\$1,025	
16101-51112 FINANCIAL MANAGER	850	
16101-51114 COMPUTER COORDINATOR	1,200	
TOTAL	\$3,075	

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor

---> Received and referred to the Finance Committee.

Councilor Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "DOE ENERGY EFFICIENT CDBG, \$76,420, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor
---> Received and referred to the Finance Committee.

Councilor Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY25 MA DEPT OF FIRE SERVICES SAFE AND SENIOR SAFE GRANT, \$9,799.85, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor
---> Received and referred to the Finance Committee.

COUNCILOR DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY FOUR THOUSAND AND 00/100 Dollars (\$24,000) as follows:

FROM

14251-51102 HOISTING OPERATOR	\$24,000
TOTAL \$24,000	

TO:

6990-10400 FUEL DEPOT	\$24,000
TOTAL \$24,000	

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor
---> Received and referred to the Finance Committee.

Councilor Devine: Order that the amount of one million and five hundred-thousand dollars (\$1,500,000) is appropriated for the purpose of financing the demolition, remodeling, reconstruction, engineering,

construction, equipping or re-equipping of various municipal facilities, and purchase of municipal vehicles, including the payment of costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7 or any other enabling authority.

FURTHER ORDERED: That the Mayor is authorized to contract for and expend any state aid available for the project; and that the Mayor is authorized to take any other action necessary or convenient to carry out these projects.

FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes.

FURTHER ORDERED: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor

Councilor Vacon asked if a detailed breakdown be provided ahead of the committee meeting.

---> Received and referred to the Finance Committee.

Councilor Jourdain- Ordered that the following Charter Change be adopted:

Charter Sec. 39. - City solicitor.

AMEND

FROM:

The city solicitor shall perform those all legal services in which the city is interested and attend to all proceedings at law or in equity to which the city is a party, and to all claims made to the city council. For these purposes he shall have sole charge of all such matters and proceedings. He shall give in writing his legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

TO:

The city solicitor shall perform those legal services in the city as the city council shall establish by ordinance. He or she shall give in writing their legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

---> Laid on the table.

Councilor Jourdain, Councilor Vacon- Ordered, that the following Resolution of the City Council be adopted and a copy be transmitted to the Department of Homeland Security and our federal delegation and the White House. It shall also be used by all departments of the city with their applications for federal funds and grants when necessary.

1. Holyoke is not a sanctuary city.
2. Mayor Joshua Garcia has publicly declared that Holyoke is not a sanctuary city.
3. The City Council hereby declares Holyoke is not a sanctuary city.
4. Holyoke adopted Ordinance 2-68 "No elected official, department head or other city employee shall issue any order that shall knowingly violate any law or regulation of the federal, state or local government

or the Constitution of the United States, the Constitution of the Commonwealth of Massachusetts or the Charter of the City of Holyoke, or any lawful order of a court of competent jurisdiction. No such order given shall be valid or shall be enforced by the City of Holyoke or its departments.”

5. To the extent, Holyoke has been deemed a sanctuary city by the federal government for failing to comply with any federal law or regulation, the Department of Homeland Security should notify the Holyoke City Council and Mayor of its specific violation and what steps are needed to remedy.

6. The City of Holyoke and all of its employees and agents hereby agree to fully comply with all federal laws and regulations. To the extent the city, its employees or agents have or are violating any federal law or regulation, they shall immediately cease and fully comply.

7. The City of Holyoke requests removal from any identification of our city as a sanctuary city by any federal department or agency.

---> Received and referred to the Development and Governmental Relations Committee.

COUNCILOR DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWO THOUSAND SEVENTY FOUR AND 96/100 Dollars (\$2,074.96) as follows:

FROM

12101-51107 PATROLMEN \$2,074.96

TOTAL \$2,074.96

TO:

12101-51912 P.O.S.T. STIPEND-CHIEF \$2,074.96

TOTAL \$2,074.96

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor

---> Received and referred to the Finance Committee.

COUNCILOR DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE HUNDRED FIFTY THREE THOUSAND TWO HUNDRED TWENTY ONE AND 95/100 Dollars (\$353,221.95) as follows:

FROM

12101-51107 PATROLMEN \$353,221.95

TOTAL \$353,221.95

TO:

12201-51180 INJURED ON DUTY \$353,221.95

TOTAL \$353,221.95

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, June 17, 2025.

Joshua A Garcia, Mayor

Councilor Jourdain stated that he had never seen an injured on duty transfer requesting this high of an amount and would prefer to discuss it in committee.
---> Received and referred to the Finance Committee

LATE FILED ORDERS AND COMMUNICATIONS

(2:48:15)

From Mayor Joshua Garcia-letter regarding Municipal Modernization Act
---> Received.

Adjourned at 9:53 p.m.

Brenna Murphy Leary

SPECIAL MEETING OF THE CITY COUNCIL

June 23, 2025

The meeting was called to order by President Murphy-Romboletti at 6:06 p.m.

The Clerk called the roll. Absent Members: 0 Present Members in person: 12 (Anderson-Burgos, Bartley, Devine, Greaney, Jourdain, Magrath-Smith, Murphy-Romboletti, Ocasio, I. Rivera, J. Rivera, Sullivan, Vacon). Present Members on Zoom: 1 (Givner)

The Pledge of Allegiance was recited.

Motion was made and seconded to take a roll call vote that for the purposes of this meeting would be applicable to all motions to receive, refer items to committee, remove items from the table, place items on the table, comply with items, package items together, or suspend the rules unless there is an objection.

President Murphy-Romboletti stated that there were a couple purposes for the meeting, one being to vote on the budget, as well as to take up several items that have been discussed at length. She then commended everyone for working on several big changes within the past few months. She also noted that department heads were in attendance for any potential questions regarding their budgets. She also emphasized that the mayor would be attending but was first meeting with the state's Education Commissioner for an announcement that school receivership would be ending.

Motion was made and seconded to suspend the necessary rules to take up items 1 through 10 as a package.

Councilor Greaney asked if there would be an opportunity to propose eliminating positions from the budget if any councilors disagreed with adding positions such as the Chief Administrative and Financial Officer (CAFO).

President Murphy-Romboletti stated that the body would go through each department and line item and any councilor could make a motion to cut from any line items. She added it would be 7 votes to approve any cuts.

Councilor Greaney clarified that he was asking if there would be an opportunity to remove the funding for the CAFO when the mayor's budget comes up.

President Murphy-Romboletti noted there were two versions of the budget, with one including positions created for the Finance Department that were the focus of items 1 through 10.

Councilor Greaney asked if there would also be an opportunity to vote on the ordinance changes.

President Murphy-Romboletti stated that was the goal.

Councilor Devine questioned the plan for item 10, noting that she believed the body could only pull items from Finance or Ordinance while this item was planned to be pulled from Charter and Rules.

President Murphy-Romboletti stated that items could and have been pulled from any committee, noting it would require 9 votes.

Councilor Greaney emphasized that he meant no disrespect to the good work put in by the Ordinance Committee and Charter and Rules Committee, but that he just had a difference of opinion on the changes being proposed.

Councilor Jourdain commended President Murphy-Romboletti and other colleagues for putting items together, along with the mayor, relative to the modernization package. He added that a lot of people were trying to build consensus to bring something that a sizable majority of the Council could support. He noted there was a lot of finance and administration reforms. He added that he began circulating various charter amendments last Friday which were ideas that had been talked about for a while, many for decades. He noted that item 10 was to give Council confirmation authority of appointments for both the DPW and Fire Commissions, explaining it was designed around giving them more protection and independence to vote their conscience without being subject to immediate removal by the mayor. He suggested that there would need to be good compromise all around to move everything forward, noting that there were things he would not normally vote for and there were likely things that others would not otherwise vote for. He then stated that he did not see all of this being voted on that night, and welcomed discussing any of the topics with anyone who may have questions. He also noted that the mayor has asked the Council to work on an ambitious timeline, which he and others had embraced. He added that he felt good progress was being made.

Councilor Vacon stated that she believed the July 1 deadline was arbitrary and there was no compelling reason why it had to be fast tracked. She then reiterated a comment from the last meeting that this had initially been about 1 additional position and now it was 3. She then asked to ensure the 10 items would be read into the record.

Councilor Devine suggested that if the items were not going to be voted on that night, she believed item 10 should remain in committee since they had never voted on it.

Councilor Jourdain clarified that the proposal would be to remove it from committee so that the Council could take action as part of the package.

Councilor Devine asked if it was in Charter and Rules.

President Murphy-Romboletti confirmed that it was.

Councilor Devine asked if it had been voted upon.

Councilor Jourdain stated that it hadn't been removed from committee.

Councilor Devine reiterated that it hadn't been voted on.

President Murphy-Romboletti reiterated that it hadn't been voted on or moved from committee.

Councilor I. Rivera asked where it stood if there hadn't yet been a second to remove it from committee.

President Murphy-Romboletti clarified that everything was packaged together for the purposes of discussion but that each item would be voted on separately.

Councilor I. Rivera questioned how that went with Councilor Jourdain's statement that everything would be voted on as a package. He then stated that he would not be comfortable voting on the new additions without knowing enough about them.

Councilor Jourdain stated that as everything else was already on the floor, he felt the item should be removed from committee and then items 1 through 10 should be tabled.

Councilor Magrath-Smith stated that many weeks had been spent working on these items, and there was a lot of layers to them. She then noted that item 5 was recommended to be complied with because the work had been done at that time. She then asked Councilor Jourdain if his proposal would fall under item 5.

Councilor Jourdain stated that he was suggesting the circulated package of charter changes would be part of item 8.

Councilor Magrath-Smith asked if that was a new order.

Councilor Jourdain stated that it was proposed charter change amendments. He added there was a package of ordinances and a package of charter changes.

Councilor Magrath-Smith asked if item 8 was a new order.

Councilor Jourdain stated that it was a new order for this meeting.

Councilor Magrath-Smith stated that she looked through package of proposals, and felt that some would have a lot of agreement while others would be contentious and would take real debate. She then expressed concern with addressing them as a package as many of them merited their own discussions to get into the complexities. She added that some items had been briefly discussed in Charter and Rules with the plan to come back to them. She also stated that there were new proposals, or some proposals that had been discussed and voted on differently in the Ordinance Committee. She reiterated that time should be spent to dive into the ideas, look at them from multiple pathways, and try to come up with consensus rather than asking people to accept changes in order to approve a larger package. She then suggested that the existing package was already the result of significant work and compromise, and asked for consideration of that package without adding new ideas that would force the process to reopen.

Councilor Devine questioned why everything needed to be taken up as a package, noting that each item had different recommendations with them. She added that the new package of charter changes was just provided that afternoon and had never been discussed.

Councilor Vacon stated that when the Ordinance Committee and Charter and Rules Committee provided the first draft of the ordinance, she went through it and made cuts. She then emphasized that the original copy was a word for word copy from Springfield. She then stated that the following committee meeting had been substantive until it was cut by the Ordinance chair just prior to 10 p.m., and then a new meeting was scheduled the following week knowing that two of the 5 member committee could not attend. She added that a comptroller nor an internal auditor had never been discussed in public until the first copy of the modernization act was provided. She then suggested real debate and discussion had not been done but it was now being pushed through. She then questioned not being warm to other additions to the modernization act but being warm to other additions such as the comptroller and the internal auditor that nobody had heard of.

Councilor I. Rivera stated that there had been extensive meetings and extensive time on this, adding that rushing things would be putting together a packet on Friday and expecting everyone to vote on it for Monday. He then suggested he would be supported if he were a different councilor but felt like he was being <expletive> on. He further questioned the argument taking issue with some things being rushed through while also trying to rush other things through or snuck in as a new addition. He emphasized that no conversation had happened on the new items.

Councilor Jourdain stated that he was not slipping something in at the end, emphasizing that he had been transparent about being willing to support the package if the Law Department and City Council reforms were in the package. He added that they were critical to good government. He also clarified that he did not expect them to be passed that night but expected them to be tabled, reiterating that the goal of the package had been June 30th. He also noted that he supported the Charter and Rules recommendation on section 12. He also noted that the proposed change to section 13 was word for word out of the Council's rules. He then stated that section 14 was already an ordinance in the ethics rules, restricting someone from being both a member of the City Council and a city employee simultaneously. He added that section 19 was a change relative to the Fire Commission. He then stated that the issue on section 22 had not been an issue to have a vote on both the first and second reading for 100 years until just a year ago. He also stated that section 24 was just clarifying a vote being of all the members of the body to make it unambiguous. He then stated that section 34 regarding the DPW Commission had been debated for 20 years and had been passed by the Council 3 times. He added that section 39 was item 7 on the agenda, noting he had talked about it in debates multiple times. He then stated that regarding section 41, nobody had been in the position for at least 60 years. He also stated that section 49 was to remove ambiguity on votes required for transfers taking place during the last two months of the year. He noted that the guidance from DOR (Department of Revenue) made clear that if state law and the charter were in conflict, the city followed the charter. He then stated that on section 53 regarding the City Council approving loans and bonds, it would require two-thirds of the whole body to make it unambiguous. He reiterated that he felt they should be tabled and go along with the other package of reforms. He added that he drafted language to create the role of Parliamentarian as well as language on the outside counsel for the Director of Internal Audit.

Councilor Bartley expressed concern about the profanity from the Ordinance chair a moment ago. He then recalled that he used profanity at an Ordinance meeting a few months ago but apologized at the next meeting for losing his temper in the heat of the moment. He then asked that it not be thrown back in his face if he reacts to someone else using profanity.

Councilor Anderson-Burgos stated that while he didn't have an issue with the new amendments, the timing did not feel right and believed the amendments should have been filed when the conversations were happening in committee with the rest of the items. He added that he believed the new items would put a kink in the real work being done.

Councilor Devine made a motion to take up item 1 for adoption.

Councilor Bartley raised a point of order, stating that the motion was not in order as it was an ordinance item and the Ordinance chair had to make the motion. He added that the rules required certain language for passing ordinances. He then expressed concern that the motion was recognized by asking for a second.

Councilor Jourdain made a motion to remove item 10 from the Charter and Rules Committee. Councilor Vacon seconded the motion. He then explained that the logic was not to expect a vote to take place that night but to have it packaged with the other 9 orders to be tabled. Motion failed on a call of the roll of the yeas and nays--Yeas 8--Nays 5 (Anderson-Burgos, Devine, Magrath-Smith, I. Rivera, J. Rivera)--Absent 0.

Councilor Jourdain made a motion to lay items 1 through 10 on the table. Councilor Vacon seconded the motion. Motion failed on a call of the roll of the yeas and nays-- Yeas 6 (Bartley, Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 0.

Councilor Magrath-Smith made a motion to suspend the necessary rules to take up items 7 and 8 as a package to refer to the Charter and Rules Committee. Councilor Anderson-Burgos seconded the motion.

Councilor Jourdain suggested that sending items 7 and 8 to committee would effectively kill them for the foreseeable future.

Councilor Devine suggested that the change had already been adopted on item 7.

President Murphy-Romboletti stated that it had not.

Councilor Devine stated that the order appeared to state that it had.

President Murphy-Romboletti clarified that it was recommended for the change be adopted.

Councilor Jourdain stated that it was coming in for the first time on an agenda.

Motion adopted on a call of the roll of the yeas and nays-- Yeas 11--Nays 2 (Jourdain, Vacon)--Absent 0.

Jourdain- Ordered that the following Charter Change be adopted:

Charter Sec. 39. - City solicitor.

AMEND

FROM:

The city solicitor shall perform those all legal services in which the city is interested and attend to all proceedings at law or in equity to which the city is a party, and to all claims made to the city council. For these purposes he shall have sole charge of all such matters and proceedings. He shall give in writing his legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

TO:

The city solicitor shall perform those legal services in the city as the city council shall establish by ordinance. He or she shall give in writing their legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

---> Received and referred to the Charter and Rules Committee on a call of the roll of the yeas and nays--Yeas 11--Nays 2 (Jourdain, Vacon)--Absent 0.

Charter changes related to Municipal Modernization Package be adopted.

---> Received and referred to the Charter and Rules Committee on a call of the roll of the yeas and nays--Yeas 11--Nays 2 (Jourdain, Vacon)--Absent 0.

Councilor Jourdain made a motion to pass the first reading on item 1.

President Murphy-Romboletti noted that it had just been argued that the chair had to make that motion.

Councilor Jourdain stated that was not true, but the correct motion needed to be made.

Councilor I. Rivera made a motion to pass the first reading on item 1.

The Committee on Ordinance to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance Recommended that the order be adopted, adding the Chief Administrative and Financial Officer (CAFO) to Grade 17 of Schedule A, the Treasurer/Collector to Grade 14 of Schedule A, and the Comptroller to Grade 13 of Schedule A.

UNDER DISCUSSION:

Councilor Vacon stated that she saw no rationale for the Treasurer/Collector to be at grade 14 when the other financial positions were at grade 13. She then made a motion to change the position to grade 13. Motion failed for lack of a second.

Councilor Magrath-Smith stated that the HR Director provided research to the committee of what people were paid regionally and this grade was her recommendation.

Councilor Jourdain stated that he believed the Council should vote all of these proposals down, adding that he believed it was no longer a compromise. He then expressed frustration that what others wanted were being voted on while what he sought was sent back to committee. He added that it made his vote really easy.

Councilor Greaney stated that he did not support item 1 because he did not believe a city of 38,000 needed a Chief Financial Officer.

Councilor Magrath-Smith stated that she proposed sending the other orders to the Charter and Rules Committee out of understanding that several others wanted an opportunity to dig into the proposals and discuss them, not with the intent to kill them but as a way to move forward.

Councilor I. Rivera stated that the changes that were being proposed could still be done after the fact. He then questioned the sentiment that everything should be voted down now, adding that was actually disrupting the discourse. He then expressed frustration that half of the amendments and new language were being dictated by one councilor and questioned the claim that there was no give and take being offered. He added that it was not fair to the work that was being done by many councilors and department heads.

Councilor Givner stated that there was a lot of conversations around the modernization act and found it disingenuous to say otherwise. She added that many of the proposed amendments made sense as housekeeping items. She also stated that while Holyoke could not be compared to Springfield, there had been a lot of financial issues in recent years and it made sense to have financial professionals as it would help save the city money that could be reinvested in what the city needed most.

Councilor Greaney stated that part of the mayor's job specifications was to be the chief financial officer of the city. He then suggested that it was hearsay that having these positions would save the city money, emphasizing that there were no guarantees that it would happen. He added that once government gets expanded, new problems would exist.

Councilor Givner noted one definition of insanity was doing the same thing and expecting different results. She added that this was trying to make important changes to fix problems. She also questioned the argument that it was hearsay to state that this would save the city money, adding that it was based on projections and not just feelings and emotions.

Councilor Greaney took umbrage at use of the term “insanity.”

Councilor Devine stated that the Ordinance Committee had worked hard on this. She then noted that item 2 called for the creation of a CAFO and was recommended as complied with, and she believed that's what should be voted on.

President Murphy-Romboletti stated that she resented any implications that she was unwilling to compromise. She added that her vote to send some things to committee was out of desire to listen to the will of the body and not out of intent to thwart any power.

Councilor Magrath-Smith emphasized that there was a lot of complexity, and it was not simple to pull any one piece out. She added that combining the Treasurer and Tax Collector would come with certain roles and responsibilities to warrant putting it at grade 14 but noted that those roles and responsibilities would look different without a CAFO, which would then require revising the Treasurer/Collector role or decide to not even combine them. She then stated that the proposal would be budget neutral, may even save money, would also allow the city to add a Comptroller as well as a CAFO, allow the Council to have outside counsel, and would also allow the creation of a Parliamentarian. She added that it would also shift the Auditor to a Director of Internal Audit.

Councilor Vacon reiterated that this proposal would not just be adding a CAFO, but also a Comptroller and Internal Auditor, roles that were in the financial structure of Springfield which was 3-4 times larger than Holyoke. She also questioned if there would be full time work for these people. She also questioned the argument that there would be savings, noting that the only position being eliminated was in the Procurement office.

Councilor Sullivan stated that he did not see any problems with the amendments proposed by Councilor Jourdain, noting many were simple housekeeping items. He also suggested that the size of the city's budget that mattered, and the population of the city was completely irrelevant.

Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was not passed to be Ordained and Failed on a call of the roll of the yeas and nays--Yeas 8--Nays 5 (Bartley, Greaney, Jourdain, Ocasio, Vacon)--Absent 0.

Councilor Magrath-Smith made a motion to reconsider the previous action. Councilor Anderson-Burgos seconded the motion.

Motion adopted on a call of the roll of the yeas and nays--Yeas 8--Nays 5 (Bartley, Greaney, Ocasio, I. Rivera, Vacon)--Absent 0.

Councilor Jourdain made a motion to lay item 1 on the table. Councilor I. Rivera seconded the motion. Motion adopted on a call of the roll of the yeas and nays--Yeas 8--Nays 5 (Bartley, Devine, Greaney, Ocasio, Vacon)--Absent 0.

---> Laid on the table.

Councilor Jourdain made a motion to lay items 2 through 6 on the table. Councilor Bartley seconded the motion. Motion adopted on a call of the roll of the yeas and nays--Yeas 10--Nays 3 (Devine, I. Rivera, J. Rivera)--Absent 0.

The Committee on Ordinance to whom was referred an order that the position of Chief Administrative and Financial Officer be created and added to Schedule A
Recommended that the order has been complied with.
---> Laid on the table.

The Committee on Ordinance to whom was referred an order that the Personnel Department and Law Department work in conjunction to update the following ordinances to reflect a modern Human Resources Department:

Article I

30-1 (a)

82-4 (c)

82-5 (c)

Article II Division I

2-40 (a)

2-43 (e) (k)

2-64

2-66 b (3)

2-67 (a)

2-69 (h)

Article II Division II

2-86

Article II Division VI

2-182 b (3) e (2)

Article III Division II

2-311 a, b, c, d

2-312 a, b (21)

2-313

2-314

Article IV 2-422 (b)

---> Laid on the table.

The Committee on Charter and Rules to whom was referred an order that the City of Holyoke shall create an Administrative and Finance Department. Said acceptance shall be subject to implementation by city ordinance and any necessary amendments to the City Charter. This order shall be referred concurrently to Charter and Rules and Ordinance to be considered jointly, with recommendations regarding implementation to be reported back to the City Council jointly. See attached: Municipal Modernization Act of 2025.

Recommended that the order be adopted.

---> Laid on the table.

The Committee on Charter and Rules to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance

Recommended that the order has been complied with.

---> Laid on the table.

The Committee on Charter and Rules to whom was referred an order The City of Holyoke amends any charter, ordinance and any other regulations relative to its Tax Collector and combines the office with its City Treasurer so long as a charter change to appoint rather than elect Holyoke's City Treasurer is approved by the legislature and Holyoke voters.

Recommended that the order has been complied with and referred to the Ordinance Committee.

---> Laid on the table.

The Committee on Charter and Rules to whom was referred an order With community support, order that the following section of our Codes of Ordinances and charter be updated to reflect use of email as sufficient for special meeting notice:

Sec. 12. – Special meetings of city council.

The Mayor or City Council President may at any time call a special meeting of the city council by public posting through the city website along with written notifications thereof, together with a statement of the subjects to be considered thereat, to be deposited in the post office, postpaid and addressed to the persons to be notified, at least forty-eight hours before the time appointed for such meeting, or to be left at the usual place of residence of each member of the council, by email at least forty-eight hours before the time appointed for such meeting. (Acts 1965, c. 187; Acts 1992, c. 189)

Recommended that the order be adopted.

---> Laid on the table.

JOURDAIN, BARTLEY — Ordered, That Charter Sections 19 and 34 be amended and elsewhere as appropriate to allow for all appointments to the Fire Commission and DPW Commission to be appointed by the Mayor subject to confirmation by the City Council.

*Item to be pulled from the Charter and Rules Committee

---> Remained in committee.

FY 26 Holyoke Municipal Budget

UNDER DISCUSSION:

Councilor Greaney made a motion to cut \$137,500 from object code 51104, Chief Administrative Financial Officer, from the budget for Office of the Mayor. Councilor Vacon seconded the motion.

Councilor Vacon noted that this item was funded at \$150,000 for the previous fiscal year and it ended up being transferred out to various other items throughout the year.

Motion failed on a call of the roll of the yeas and nays--Yeas 2 (Greaney, Vacon)--Nays 10--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$25,000 from object code 53009, Contracted Services, from the budget for Office of the Mayor. Councilor Vacon seconded the motion.

Councilor Jourdain recalled that during the budget hearing, the mayor did not object to a reduction in this line. He added that it was related to potential feasibility analyses that was not necessarily needed and the funds were not committed.

Councilor Magrath-Smith asked if this was the line relevant to a discussion about creating space for outside counsel and would cutting it still allow access to outside counsel.

Motion was made and seconded to suspend the necessary rules to allow City Treasurer, Rory Casey, to address the Council.

R. Casey stated that that the \$10,000 for outside counsel was put into the City Council page in the budget.

Councilor Magrath-Smith asked Mr. Casey if he was referring to line 53010 in the City Council budget.

R. Casey stated that was correct.

Motion adopted on a call of the roll of the yeas and nays--Yeas 10--Nays 2 (Devine, Givner)--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$3,838 from object code 57300, Dues & Subscriptions, from the budget for Office of the Mayor. Councilor Vacon seconded the motion.

Councilor Jourdain noted that the mayor stated this was related to the U. S. Conference of Mayors and that he did not intend on subscribing to it this year.

Motion adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 1 (Devine)--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$3,838 from object code 57300, Dues & Subscriptions, from the budget for Office of the Mayor. Councilor Vacon seconded the motion.

Councilor Vacon noted that in the budget for the Office of Procurement, the salary for the Director, 51101 had a request for \$85,000 while the mayor's recommendation was \$87,035. She then asked why it was different.

Mayor Garcia stated that it was related to the union contract requiring annual percentage increases.

Councilor Vacon asked if the department head was not aware of the contract.

Mayor Garcia stated that the department head may sometimes put in a projection but then the Auditor will look through contracts to make sure they are accurate.

Councilor Magrath-Smith noted that the budgeted position for the City Treasurer did not combine it with the Tax Collector. She then asked if that was locked in or if it could be changed if they are combined later.

Councilor Vacon stated that the order to combine the positions was in committee and could be passed anytime. She also emphasized that the voters only voted to appoint the Treasurer but did not vote on any of the other changes. She added it could be done anytime. She then stated that the current Treasurer could only serve until February.

President Murphy-Romboletti stated that was correct, adding that after that, the city would have nobody to pay.

Mayor Garcia explained that the city had between now and the setting of the tax rate to finalize the budget so a supplemental budget could be submitted if other changes were approved.

Councilor Jourdain made a motion to cut \$29,000 from object code 51101, City Treasurer, from the budget for the Office of City Treasurer. Councilor Vacon seconded the motion. He then explained this was to cut the remaining salary after February of the following year with the previous point from Councilor Vacon in mind.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$4,000 from object code 53055, Register of Deeds Expenses, from the budget for the Office of City Treasurer. Councilor Vacon seconded the motion.

Councilor Jourdain stated that in the previous fiscal year, most of the funding in this account was transferred out and not used for this purpose. He added that he would also be proposing to cut \$30,000 from 53060 and 53100 as none of the funds in those accounts were used for those purposes and were transferred out. He also stated that if the Treasurer needed the funds, he could come back and ask for it.

Councilor Magrath-Smith asked Mr. Casey the uses of the funding and why it was not used last year.

R. Casey stated that he would prefer none of them to be cut. He then explained that with regards to register of deeds expenses, some of the bills had been paid out of land court expenses, requiring funds to be transferred there. He added that he tried to pay for things out of that line but was told to move it to other lines instead within the budget. He also stated that he was still anticipating expenses to be paid for out of the banking services line.

Councilor Jourdain stated that the audit reports show what they show. He then emphasized that things were supposed to be budgeted for and things should be put where they were wanted. He then suggested that the levy was up \$11 million over the last four years because of things like this, and he was looking for a higher degree of precision than being told funding might be needed.

Motion failed on a call of the roll of the yeas and nays--Yeas 4 (Jourdain, Ocasio, Sullivan, Vacon)--Nays 8--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$25,000 from object code 53060, Banking Services, from the budget for the Office of City Treasurer. Councilor Vacon seconded the motion.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$15,000 from object code 53100, Flex Spending Accounts Administration, from the budget for the Office of City Treasurer. Councilor Vacon seconded the motion.

Motion failed on a call of the roll of the yeas and nays--Yeas 4 (Jourdain, Ocasio, Sullivan, Vacon)--Nays 8--Absent 1 (Bartley).

Councilor Sullivan made a motion to cut \$15,000 from object code 53060, Banking Services, from the budget for the Office of City Treasurer. Councilor Vacon seconded the motion.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Sullivan made a motion to cut \$10,000 from object code 53060, Flex Spending Accounts Administration, from the budget for the Office of City Treasurer. Councilor Vacon seconded the motion.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$9,000 from object code 53006, Professional Services - Other, from the budget for the Office of City Solicitor. Councilor Vacon seconded the motion. He then explained that the audit reports for FY25 showed they only spent \$11,000 so it was reasonable to give them what they spent.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$85,000 from object code 53180, Systems Hardware/Software Maintenance, from the budget for Computer System Administration. Councilor Vacon seconded the motion. He then explained that the audit reports for FY25 showed they only spent \$20,558 and he was looking to be consistent with current year spending.

Councilor I. Rivera asked if there was anyone who could expand on the need, noting there wasn't a department head.

Mayor Garcia stated that there were invoices that had not yet been processed. He added that a cut was proposed and made the previous year, which led to not having enough in the account to cover invoices.

Jaime Morrow, Procurement Director, stated that was correct. She then explained that while the city worked in fiscal year, the contracts did not necessarily align. She then emphasized that they were \$75,000 short the previous year. She added that this covered things like Munis, Municipity, and the city's IT vendor was paid from this fund.

Councilor Jourdain stated that the account started off budgeted at \$90,000, \$20,000 was moved after that, and the account currently showed that there were zero encumbrances. He then explained that outstanding bills were required to be encumbered and have those on the audit report.

J. Morrow clarified that Tanya Wdowiak, the City Auditor, along with Matt from Novus put together the budget. She then explained that the \$419,500 was for managed support services, and then began to explain the Software License and Usage Fees.

Councilor Jourdain clarified that those lines were not in question, but that he was focused on the \$110,000.

J. Morrow stated that they were looking to implement a Munis Systems Administrator, noting that the IT vendor, Novus, did not do Munis.

R. Casey clarified that there were often transfers between these three lines to pay various bills. He also noted that due to ARPA funding and other grants going away, they would need more funding to pay for equipment such as new computers. He then explained that the previous transfer of \$20,000 went to computer consulting services.

Councilor Jourdain suggested that the funds be cut and then if there was a plan for the funds, they come back in and show the plan to use them. He emphasized that very little was spent out of the account.

Mayor Garcia stated that there was a plan for each of those lines and asked for more time to look up the information.

Councilor Jourdain made a motion to table his request. Councilor Vacon seconded the motion. Motion adopted.

Councilor Jourdain made a motion to cut \$55,000 from object code 51102, Conservation Planner, from the budget for the Conservation Commission. Councilor Vacon seconded the motion. He then stated that while it would be great to have new positions, the city did not have the money. He added that the levy was skyrocketing, which was only possible because property values had increased and the level of increases was not sustainable.

Councilor Devine stated that this was a member of NAGE and was part of collective bargaining.

Councilor Greaney called the motion.

Councilor Vacon noted that while a new position was being added, there had been 2-3 admin positions cut in other departments who indicated those cuts would create a hardship for them.

Councilor Sullivan stated that this would reflect a 40% increase in the budget for this department.

Councilor Jourdain, in reference to the mayor asking to speak, emphasized that others usually only spoke if councilors had questions and not for them to debate Council.

Councilor Devine stated she had a question for the mayor.

President Murphy-Romboletti admonished the body for not allowing her to run the meeting, noting she had not called on anyone.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor I. Rivera asked why the line labeled Chief Certification & Training Stipend under the Chief's salary did not have an object code.

T. Wdowiak stated that it was a new stipend for the new chief, and it had not been filled in. She added that cuts could be made using the title.

Councilor I. Rivera made a motion to cut \$2,000 from Chief Certification & Training Stipend from the budget for the Police Department.

Councilor Devine stated that she had something in the Finance Committee regarding this and suggested holding off to discuss it then.

Councilor I. Rivera stated that he would not be able to propose a cut after the fact.

T. Wdowiak stated that the stipend was part of the chief's signed contract.

Councilor Jourdain stated that he did not hear a second.

Motion failed for lack of a second.

Councilor I. Rivera made a motion to cut \$100,000 from object code 53010, Data Management Equipment/Services, from the budget for the Police Department. Motion failed for lack of a second.

Councilor I. Rivera made a motion to cut \$15,000 from object code 53190, Education and Training, from the budget for the Police Department. Motion failed for lack of a second.

Councilor I. Rivera made a motion to cut \$2,500 from object code 54221, Supplies - Ammunition, from the budget for the Police Department. Motion failed for lack of a second.

Councilor I. Rivera sought to point to these failed motions when people complain about taxes going high.

Councilor Vacon made a motion to cut \$25,000 from object code 51321, Special Events Overtime, from the budget for the Police Department. Councilor Jourdain seconded the motion. She then stated that it would bring it even with what was spent so far.

Councilor Jourdain stated that he supported the cut because they requested \$45,000 and that was what he felt they should be given. He added that they could request more if they needed it.

Councilor Anderson-Burgos asked the mayor to explain the recommendation.

Mayor Garcia stated that the special events line was the culmination of what they knew to be recurring annual events, noting that originally a few of the events were divided into their own lines and they were now being combined into one line at \$70,000.

Councilor Jourdain stated that the audit reports showed that special events overtime was appropriated at \$50,000 for the current fiscal year and \$41,000 had been spent year to date. He added that Parade Weekend overtime was budgeted for \$65,000 and spent \$57,000 out of it. He then questioned why they were both being recommended at \$70,000.

Mayor Garcia stated that the Pride Festival that just took place as well as the upcoming fireworks were not yet reflected in that line. He added that going into the new year, they were trying to keep up with increases in contractual obligations.

Councilor Jourdain made a motion to amend the previous motion, to cut \$10,000 from object code 51321, Special Events Overtime, from the budget for the Police Department. Councilor Vacon seconded the motion.

Motion adopted on a call of the roll of the yeas and nays--Yeas 6--Nays 5 (Anderson-Burgos, Devine, Givner, Murphy-Romboletti, J. Rivera) --Absent 2 (Bartley, I. Rivera).

Councilor Devine asked if the mayor was ready with the information that was pending regarding the budget for the Computer Systems Administration budget.

Mayor Garcia stated that an item would be printed providing a breakdown of the expenses for the department.

R. Casey stated that out of the \$110,000, \$50,000 was for a service contract the city's printer/copier budget that had previously been paid for out of each individual department's budget. He added that \$60,000 was for estimated hardware costs, which includes laptops, monitors, docks, power backups, security cameras, computer replacements, and UB keys for multifactor authentication to be in compliance with federal and state requirements, as well as internal policy.

Councilor Jourdain stated that while he agreed these were good things, he asked why nothing was spent for these items in the current fiscal year.

R. Casey stated that there were budget lines in different budgets that were now being centralized into this one budget line. He added that other items, such as the UB keys, were previously paid for out of grant funds that were no longer available. He noted that under one example, new rules from the Department of Justice required that cruisers for police officers have authentication measures in place for them to be able to access their computers.

Mayor Garcia stated that they also had to implement multifactor authentication policies for employees cityside.

Councilor Jourdain stated that he would withdraw his motion to cut from this line. He then stated that everything made perfect sense but wanted to be sure the funds were used for the appropriate purpose.

Mayor Garcia stated that for the purchase of items, they will pursue other sources of funding first before spending the city's money.

Councilor Jourdain made a motion to remove his earlier motion from the table and to withdraw the motion. Councilor Vacon seconded the motion. Motion adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 0--Absent 2 (Bartley, I. Rivera).

Councilor Jourdain asked if the School Department figures were still accurate or was there any room for reduction based on initial estimates, noting that the numbers were given as placeholders.

Motion was made and seconded to suspend the necessary rules to allow Mayor Garcia to address the Council.

Mayor Garcia stated that there had not been any reconciliation or movement at the state level between the governor and the legislature.

Councilor Sullivan asked to go back to the Forestry Department. He noted that \$150,000 was recommended for Contract Forestry Services and asked the mayor if that was still necessary given that almost \$200,000 had recently been appropriated for this purpose.

Mayor Garcia stated that the Council could cut if it wanted to but noted that it could be over \$300,000 that Forestry would have, giving them more flexibility to take care of trees. He added that if it was cut, they would work with what they have.

Councilor Sullivan asked to confirm that if it was left in place, they would have \$347,000 to work on tree removal.

Mayor Garcia recalled that ARPA was \$150,000.

Councilor Sullivan stated that ARPA was \$150,000, and another \$47,000 was appropriated.

Mayor Garcia stated that there was a lot of tree work that could cost more than \$1 million if it was available. He added that the funding would inch the city forward but didn't get it all done.

Councilor Devine asked if there was a separate budget for the DPW to work from.

President Murphy-Romboletti noted there were adjustments submitted a couple weeks ago.

Councilor Devine stated that she had a document dated June 2nd.

Councilor Vacon stated that was it.

President Murphy-Romboletti stated that the updates were in the document circulated by the administrative assistant.

Councilor Vacon made a motion to cut \$55,000 from object code 52100, Energy-Street Lights, from the budget for the DPW City Property. Councilor Jourdain seconded the motion. She then recalled there was a communication circulated explaining that it was recalculated, and the actual cost was \$55,000 less.

Murphy-Romoletti recalled that she had the administrative assistant circulate the message from the mayor.

Motion adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 0--Absent 2 (Bartley, I. Rivera).

Councilor Jourdain asked for an explanation of why Professional Services, object code 53010, in the DPW City Property budget was recommended for \$70,000 when the request was \$15,000.

President Murphy-Romboletti noted that Mary Monahan, Interim DPW Director, was on if anyone had questions.

Motion was made and seconded to suspend the necessary rules to allow Ms. Monahan to address the Council.

Mayor Garcia stated that it was a strategic arrangement with the Sheriff's Department to do contractual work for the city.

Councilor Magrath-Smith asked if it was for work at the police station or in the parks.

Mayor Garcia stated that it was all of the public buildings but not the police station because there may be a separate line in their budget.

Councilor Jourdain asked for an explanation of the \$81,000 request for object code 53010, Professional Service - Garage Security Contract, in the Department of Municipal Parking Facilities budget.

Mayor Garcia stated there were a lot of the organizations the city contracted with such as the health center, the Social Security office, etc. parking in the municipal parking lots, and there was concern about vandalism and safety issues with drug use in the lots so he contracted with a security company to patrol the garages. He noted there was a lot of positive feedback. He then explained that this was initially paid for through ARPA funds.

Councilor Jourdain asked if additional police patrols could be incorporated. He also expressed concern with a downward projection in parking facility revenue from \$216,000 to \$185,000 while the budget was being increased above that, leading to the revenue being underwater. He also questioned why the added security didn't solve the problem. He also suggested installing cameras in the garages that would be monitored by the Police Department.

President Murphy-Romboletti asked if there was a question.

Councilor Jourdain asked the mayor to address the issue of expenses going up while revenue was going down.

Mayor Garcia stated that the revenue was projected conservatively like other receipts. He then stated that police officers do drive through that area, but emphasized that the security patrols remain present in their vehicles in the garage and patrol much more regularly, especially at times when activity tends to be much higher. He agreed that cameras should be installed, adding that there was a plan to present on the needs for each of the buildings which would include security needs.

President Murphy-Romboletti asked for the discussion to finish up, emphasizing that this was why budget hearings were held.

M. Monahan stated that the elevator at the parking garage had been broken for some time and money was being invested to fix it. She added that city property needed to be protected, and the building manager was interested in having security to protect the city's assets.

Councilor Jourdain stated that he would withdraw a motion to reduce the funding in light of the information but expressed a hope the need could be phased out with cameras and other long term ideas.

Councilor Vacon asked why the request for object code 51101, Director of Recreation, under the Department of Recreation budget was adjusted from \$77,000 to \$83,300.

Mayor Garcia stated that when the budget was originally submitted, the current Director, Jonathon Moquin, had just started the job and the adjustment was to reflect the salary that was agreed to.

Councilor Vacon recalled that the salary for the Forester was explained to partially come from Forestry and the rest came from overtime in the Parks budget. She then noted that \$11,000 was spent from the Parks section, not \$20,000. She then suggested that the overtime line could be lowered and still have

enough to pay the salary. She noted it was object code 51300 in the Department of Parks budget. She then made a motion to reduce it by \$10,000. Councilor Jourdain seconded the motion.

Motion adopted on a call of the roll of the yeas and nays--Yeas 9--Nays 3 (Councilor Anderson-Burgos, Councilor Devine, Councilor Givner)--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$75,000 from Interest and Short Term Debt, object code 59290, from the budget for the Debt Principal & Interest. Councilor Vacon seconded the motion. He then expressed surprise that \$219,000 was spent on interest for short term debt, emphasizing it had been a while since this kind of money was spent on this need. He questioned if it was related to cash flow issues due to not getting local appropriations in on time. He added there needed to be an in dept explanation and the Council should be approving these on a regular basis. He noted the mayor did already reduce it but he felt the Council should reduce it even more.

Motion failed on a call of the roll of the yeas and nays--Yeas 6 (Councilor Greaney, Councilor Jourdain, Councilor Ocasio, Councilor I. Rivera, Councilor Sullivan, Councilor Vacon)--Nays 6 (Councilor Anderson-Burgos, Councilor Devine, Councilor Givner, Councilor Magrath-Smith, President Murphy-Romboletti, Councilor J. Rivera)--Absent 1 (Bartley).

Councilor Greaney asked for a show of hands, noting that he did not believe it was 6 votes.

President Murphy-Romboletti stated that the roll call was in the record as 6 yeas and 6 nays, and it did not pass.

Councilor Sullivan made a motion to cut \$50,000 from Interest and Short Term Debt, object code 59290, from the budget for the Debt Principal & Interest. Councilor Jourdain seconded the motion.

Councilor Magrath-Smith asked if the Treasurer could clarify what the line item was used for and why it was being asked for at \$100,000.

Motion was made and seconded to suspend the necessary rules to allow Mr. Casey to address the Council.

R. Casey stated that it had nothing to do with cash flow, but that it was primarily due to the \$85 million Peck School building project. He emphasized that while the city would not be fully paying that amount, the city had to front the money and then get reimbursed later. He added that there were also accelerated repair projects requiring short term debt. He added that most of this will not hit the taxpayers.

Councilor Jourdain disagreed with the Treasurer, stating that the city had built all kinds of facilities and had never needed to use the interest on short term debt account for short term borrowing. He reiterated that he believed it was a cash flow issue.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$20,000 from Workers Compensation Wage Benefits (Dept 912), object code 51996, from the budget for Insurances, Claims, Benefits, Travel, Transfers, & Other. Councilor Vacon seconded the motion. He then stated that the Workers Compensation were proposed at

\$200,000 but were running at \$161,000, which would still pad the accounts with an additional \$20,000 after the cut.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$20,000 from Life Insurance (Dept 915), object code 51999, from the budget for Insurances, Claims, Benefits, Travel, Transfers, & Other. Councilor Vacon seconded the motion. He then stated that the run rate was \$55,250 and putting \$70,000 would still give it an extra \$15,000 more than it needed and the extra would likely be transferred out at some point anyway.

Motion adopted on a call of the roll of the yeas and nays--Yeas 7--Nays 5 (Anderson-Burgos, Devine, Murphy-Romboletti, I. Rivera, J. Rivera)--Absent 1 (Bartley).

Councilor Jourdain made a motion to cut \$60,000 from Claims & Damages - General (Dept 941), object code 57630, from the budget for Insurances, Claims, Benefits, Travel, Transfers, & Other. Councilor Vacon seconded the motion. He then stated that \$22,000 was being spent out of this line, and he was proposing to still double that to \$40,000 even after the cut. He then suggested that if more needed to be spent out of Claims & Damages, they should come to City Council with a transfer request to justify why.

Motion failed on a call of the roll of the yeas and nays--Yeas 5 (Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 1 (Bartley).

Councilor Sullivan made a motion to cut \$25,000 from Claims & Damages - General (Dept 941), object code 57630, from the budget for Insurances, Claims, Benefits, Travel, Transfers, & Other. Councilor Vacon seconded the motion.

Motion adopted on a call of the roll of the yeas and nays--Yeas 7--Nays 5 (Anderson-Burgos, Devine, Givner, I. Rivera, J. Rivera)--Absent 1 (Bartley).

Councilor Jourdain asked for an explanation of the \$9 million request for the Management Service Contract, object code 53012, in the Wastewater Treatment Plant Administration & Operations budget. He noted it was currently budgeted at \$7.6 million. He expressed his understanding it was a placeholder, but was seeking to understand where the \$9 million came from ahead of proposing a cut.

M. Monahan confirmed it was a placeholder because they were still in negotiations. She then stated that the number within the negotiations would bring the total cost below what it had been for the last several years, but they could not give a number until they had a final contract figure.

Councilor Jourdain asked Ms. Monahan if they cut it by \$1 million and then come back to the Council.

M. Monahan stated that they would not because what had been budgeted and what had been spent over the last several years had not been the same. She emphasized that the enterprise account had been underfunded and the deficits had been onto the taxpayers as the sewer rate had not been fully funding the account. She also noted that they were planning to present options to the Council to determine where street sweeping and stormwater improvements would be paid for from. She then suggested that \$9 million would be a comfortable number to fund the sewer operation to avoid having to back into the taxpayers.

Councilor Jourdain made a motion to cut \$1 million from Management Service Contract, object code 53012, in the Wastewater Treatment Plant Administration & Operations budget. Councilor Vacon seconded the motion. He then reiterated that the figure was a placeholder and he felt the Council should not preauthorize this kind of spending without all of the information. He suggested it would effectively authorize them to spend all of it without it being justified. He then expressed concern with leaving taxpayers with a massive sewer rate increase on top of what will likely be a massive tax increase from this budget.

Councilor Anderson-Burgos stated that this was a big request and asked more of an explanation.

M. Monahan clarified that it being in the budget did not mean it would not be redistributed between the ratepayer and the taxpayer, adding it was just the current budget number. She then reiterated that the underfunding of the budgets over the years due to not meeting the recommended sewer rate was playing out the way they said it would. She noted there was a \$1.6 million deficit coming from FY25 because the last years budget was not appropriately funded.

Councilor Jourdain stated that this was all new information that should be vetted at a future Finance Committee meeting. He added that he had other numbers relative to what had been surpluses when there had been free cash in these accounts even after hearing there would be deficits. He also noted that they had been claiming doomsday scenarios on potential deficits ever since the Council implemented checks and balances on setting the sewer rate in 2008, but emphasized there had not been one in 15 of 20 years other than years when there were capital needs. He then reiterated he was not going to preauthorize an extra million dollars without all of the information available.

Motion failed on a call of the roll of the yeas and nays--Yeas 4 (Greaney, Jourdain, Ocasio, Vacon)--Nays 8--Absent 1 (Bartley).

Councilor Greaney made a motion to cut \$500,000 from Management Service Contract, object code 53012, in the Wastewater Treatment Plant Administration & Operations budget. Councilor Jourdain seconded the motion.

Motion failed on a call of the roll of the yeas and nays--Yeas 4 (Greaney, Jourdain, Ocasio, Vacon)--Nays 8--Absent 1 (Bartley).

Councilor Jourdain made a motion to take a final vote on the budget with the amended cuts. Councilor Vacon seconded the motion.

Councilor Jourdain stated that he would be voting against the final budget, citing unprecedented increases on the residents. He added that there was going to be an 11% water rate increase. He also expressed an expectation there would be a massive sewer rate increase due to a budget increase of \$1 million. He then reiterated that the tax levy had increased by \$11 million over the last 4 years, going from \$67.8 million to \$69.8 million in just the current year. He then expressed concern about what would happen if there was a correction in the housing market. He recalled that the levy increased a cumulative \$100,000 between 2015 and 2020. He also suggested that people are voting with their feet by leaving the city.

Councilor Greaney stated that as a taxpayer, he could not afford this budget and would not be voting to pass the budget onto the taxpayers.

Councilor Vacon noted that most of the people being asked to support the budget may only enjoy a 2-3% increase in their incomes and many were not enjoying any increases given increased expenses over the last 2-4 years.

Councilor Devine asked to ensure the 14 pages of charter changes submitted by Councilor Jourdain were not being taken up.

President Murphy-Romboletti stated that they were sent to Charter and Rules.

Councilor I. Rivera stated that it was interesting to hear about prices rising but then there were departments taking up huge percentages of the budget and not producing, but the Council then strays away from cutting those budgets even a little bit while cuts were made to budgets of departments providing services throughout the whole city.

---> Motion adopted on a call of the roll of the yeas and nays--Yeas 8--Nays 4 (Greaney, Jourdain, Ocasio, Vacon)--Absent 1 (Bartley).

Mayor's Updated DPW Admin Budget Page 32

---> Motion adopted on a call of the roll of the yeas and nays--Yeas 8--Nays 4 (Greaney, Jourdain, Ocasio, Vacon)--Absent 1 (Bartley).

From City Auditor Tanya Wdowiak- budget revision from the Mayor

Page 1- City Council: Increase of \$10k to Professional Services Line 11122-53010

Page 42- Recreation: Increase of \$5,139 to Recreation Director Line 16301-51101

Here is how I came up with the calculation for the new Directors salary:

3.00% daily (260) daily (261)

83,000.00 85,490.00 328.81 85,818.81

---> Motion adopted on a call of the roll of the yeas and nays--Yeas 8--Nays 4 (Greaney, Jourdain, Ocasio, Vacon)--Absent 1 (Bartley).

City Council Amendments and Final Vote

---> Motion adopted on a call of the roll of the yeas and nays--Yeas 8--Nays 4 (Greaney, Jourdain, Ocasio, Vacon)--Absent 1 (Bartley).

Adjourned at 9:44 p.m.



SPECIAL MEETING OF THE CITY COUNCIL

June 30, 2025

The meeting was called to order by President Murphy-Romboletti at 6:02 p.m.

The Clerk called the roll. Absent Members 0 Present Members in person 11 (Anderson-Burgos, Bartley, Devine, Greaney, Jourdain, Magrath-Smith, Murphy-Romboletti, Ocasio, J. Rivera, Sullivan, Vacon). Present Members on Zoom: 2 (Givner, I. Rivera)

The Pledge of Allegiance was recited.

Motion was made and seconded to take a roll call vote that for the purposes of this meeting would be applicable to all motions to receive, refer items to committee, remove items from the table, place items on the table, comply with items, package items together, or suspend the rules unless there is an objection.

Councilor Bartley asked for a moment of silence in honor of Water Commissioner Butch Seidel's dad, Henry Seidel. He also asked for a moment of silence in honor of Peter Lappin, a former state representative from Springfield who was a huge supporter of the St. Patrick's Day Parade. He also asked for a moment of silence in honor of Bob Boardway who had served as the administrative aide to Representative Bob Rohan for many years.

A moment of silence was observed in honor of Henry Seidel, Peter Lappin, and Bob Boardway.

Councilor Greaney asked for a moment of silence in honor of Patti Welch, wife of former City Messenger, the late David Welch.

A moment of silence was observed in honor of Patti Welch.

President Murphy-Romboletti wished a happy birthday to Councilor Vacon. He noted that the following day was Councilor Magrath-Smith's birthday, her own birthday was on Friday, the 4th, and Admin Asst Anderson-Burgos's birthday was on Saturday. She added that there was no one she would enjoy celebrating her birthday with more than America.

President Murphy-Romboletti stated that free cash was not yet ready so the first item would need to either be given leave to withdraw or tabled.

Councilor Vacon made a motion to give item 1 a leave to withdraw, noting that they would have numbers when it is certified. Councilor Devine seconded the motion.

DEVINE - Ordered, That there be and is hereby appropriated by transfer in the fiscal year 2025 from fiscal year 2025 the free cash balance certified by the Division of Local Services as follows:

FROM: FY2025 Free Cash

TO: 8811-10400 Capital Stabilization

Councilor Magrath-Smith asked if there was an update.

President Murphy-Romboletti stated that the information had been submitted to the state but that was all that was known.

Councilor Vacon stated that some info was provided at the last Finance Committee meeting, and they were estimating mid July.

Councilor Devine stated that she had a report from the Finance Committee unless the will was just to withdraw it.

President Murphy-Romboletti stated that it could wait until there was a figure to vote on.
---> Given a leave to withdraw.

The Committee on Finance to whom was referred an order To Police Chief Keenan: What are the current procedures for cash seizures? (specifically with Main St.)

have considered the same and Recommended that the order has been complied with.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that it was a complicated matter. She then explained that the owner was deceased and had put everything into his mother's name, and the D.A. for Hampshire County was dealing with it. She added that it was in either probate or Housing Court and it would take a while. She also stated that Chief Keenan discussed seizures broadly, explaining that there was money in an account that the department could use. She also stated that Holyoke worked in collaboration with other task forces as well as with the Sheriff's Department.

---> Report of Committee received and recommendation Adopted.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, TWO THOUSAND SEVENTY FOUR AND 96/100 Dollars (\$2,074.96) as follows:

FROM

12101-51107 PATROLMEN \$2,074.96

TOTAL \$2,074.96

TO:

12101-51912 P.O.S.T. STIPEND-CHIEF \$2,074.96

TOTAL \$2,074.96

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that this was part of the chief's contract where he gets 3% for post training school.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (I. Rivera).

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE HUNDRED FIFTY THREE THOUSAND TWO HUNDRED TWENTY ONE AND 95/100 Dollars (\$353,221.95) as follows:

FROM

12101-51107 PATROLMEN	\$353,221.95
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TOTAL \$353,221.95

TO:

12201-51180 INJURED ON DUTY	\$353,221.95
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TOTAL \$353,221.95

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that the chief thought it would be okay to file all of the injured on duty requests at one time, and the committee explained to him that it would be better to separate them by each rank and how much time they were out,

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (I. Rivera).

The Committee on Finance to whom was referred an order that City Council consider the possibility of structuring a standardized relocation bonus for positions with a residency requirement.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that she checked with Atty Ball on this because she felt it may have been a collective bargaining issue as this was part of the contract for some employees.

---> Report of Committee received and recommendation Adopted.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE THOUSAND SEVENTY FIVE AND 00/100 Dollars (\$3,075) as follows:

FROM

16101-51102 REFERENCE LIBRARY ASSISTANT	\$3,075
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TOTAL \$3,075

TO:

16101-51108 CUSTODIAN	\$1,025	
16101-51112 FINANCIAL MANAGER		850
16101-51114 COMPUTER COORDINATOR		1,200

TOTAL \$3,075

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that this was to meet payroll obligations for the library now that the financial manager was working 35 hours a week.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (I. Rivera).

The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "DOE ENERGY EFFICIENT CDBG, \$76,420, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the

planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that the grant was for LED lighting upgrades at the Police Department, City Hall Annex, DPW building. She added that there was a voucher option with labor costs. She then noted that it was originally filed in December and was only coming up now because the award was rescinded by the federal government and then brought back a couple months ago.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY25 MA DEPT OF FIRE SERVICES SAFE AND SENIOR SAFE GRANT, \$9,799.85, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that the grant was to provide fire education for students through backpack events. She added that it also helped provide car seat checks, as well as fire safety and prevention talks at the Senior Center.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

The Committee on Finance to whom was referred an order that the City Council review the FY26 Paving Program memo and consider how best to address our most pressing roadwork.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that the presentation included information on Holyoke having 130 miles of roadway, with the average condition of the roads being 71.9% out of 100. She added that an analysis was done by ward, and the memo showed which were good and which had paving being done.

Councilor Sullivan stated that one of the striking elements of the report was the need to spend more on preventive maintenance in order to avoid spending a lot more in the future, emphasizing that a downhill trend in the conditions would lead to greater costs per mile of roadway.

Councilor Vacon stated that it was important for constituents to understand that as they ask councilors to file orders for the DPW, the department undertakes an evaluation process each year to prioritize the list. She added that DPW will be aware of what is on that list, but it was not a guarantee that they will be able to get to what they're asking for.

Councilor Jourdain added that the department was rating the streets and using the available Chapter 90 funds to address those with the worst ratings first. He noted that some of the streets on the list for the current fiscal year were in the 20-30% range. He added that they also tried to leverage the project funds the city had.

Councilor Magrath-Smith stated that the committee asked for DPW to make the list of road ratings publicly available so that the public could understand how the roads were being rated. She noted that they would be doing crack sealing as preventive work to maintain road conditions for longer. She added that \$100,000 was being put aside for sidewalk work in areas that were not CDBG eligible. She also stated that they sought to have rating information on sidewalk conditions.

Councilor Devine encouraged everyone to hold onto the paving memo as it had valuable information on street election, road surface rating, ward location, eligibility for alternate funding, and how many miles of roadway were in each ward. She added that it would be helpful to have on hand when constituents call asking about road work.

---> Report of Committee received and recommendation Adopted.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY FOUR THOUSAND AND 00/100 Dollars (\$24,000) as follows:
FROM

14251-51102 HOISTING OPERATOR \$24,000

TOTAL \$24,000
TO:
6990-10400 FUEL DEPOT \$24,000
TOTAL \$24,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that there was a spill going back to 1988 and the lowest quote to address it was \$24,000. She then explained that environmental scientists needed to look into it.

---> Report of Committee passed the second reading and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

The Committee on Finance to whom was referred an order that the amount of one million and five hundred-thousand dollars (\$1,500,000) is appropriated for the purpose of financing the demolition, remodeling, reconstruction, engineering, construction, equipping or re-equipping of various municipal facilities, and purchase of municipal vehicles, including the payment of costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7 or any other enabling authority.

FURTHER ORDERED: That the Mayor is authorized to contract for and expend any state aid available for the project; and that the Mayor is authorized to take any other action necessary or convenient to carry out these projects.

FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes.

FURTHER ORDERED: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Jourdain noted this one was supposed to be sent back to the Auditor, and item 12 was

replacing it as a new version with new language specifying if the money wasn't spent in the fiscal year.
---> Report of Committee received and returned to the Auditor.

DEVINE - That the amount of one million and five hundred-thousand dollars (\$1,500,000) is appropriated for the purpose of financing the demolition, remodeling, reconstruction, engineering, construction, equipping or re-equipping of various city facilities, and purchase of vehicles, including the payment of costs incidental or related thereto. Please see attached list for specific projects. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7 or any other enabling authority.

FURTHER ORDERED: That the Mayor is authorized to contract for and expend any state aid available for the project; and that the Mayor is authorized to take any other action necessary or convenient to carry out these projects.

FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes.

FURTHER ORDERED: That this authorization is valid for projects initiated during Fiscal Year 2026 and there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council.

UNDER DISCUSSION:

Councilor Devine stated that the order specified that the Treasurer could only bond for the items specified in the order.

Councilor Jourdain stated that it was designed as a temporary measure because the city did not have its free cash yet, and they wanted to order vehicles for the DPW and Police Department, as well as needing repairs for the roof at the main fire station. He added that there was also a water leak in one of the buildings. He also stated they needed funding for the communications tower at the new Soldiers home. He noted they were hoping to not need to use the money but needed it to get it going until free cash was available.

Councilor Devine clarified that the new building was going to be called the Veterans Home.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

The Committee on Finance to whom was referred an order The Treasurer & Auditor provide the City Council with an update & timeline for the certification of free cash.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Linda L. Vacon

UNDER DISCUSSION:

Councilor Devine stated that she was unsure was to do with it as there was no new information on the certification of free cash.

Councilor Jourdain stated that there was a long discussion and it was clear there were problems relative to the timeline and how things were getting certified. He added that there was a lot of communication breakdowns. He then stated that the Treasurer believed he filed what he needed to and there were differences of opinion with the outside auditor. He also stated that the Schedule A had not yet been filed. He also noted that even though the Schedule A had not been filed, the Division of Local Services was going to release the local aid that had not been received since February. He noted that it was about \$8 million a month, adding that it was frustrating that the city could be earning interest on it. He expressed a hope that they would get it figured out over the summer.

Councilor Vacon expressed that the most disappointing thing was that there were promises that free cash would be ready by the middle of June, and then by the end of June, each of which did not happen. She then expressed a hope that the city would have received the local aid by that day. She then expressed concern that taxpayers would be seeing a large tax increase based on the recently passed budget. She noted that if free cash had been certified in a timely manner, it could have been considered as part of reducing the tax burden.

Councilor Devine commended the Treasurer for his hard work, adding that he had been working on a lot of things that had been backlogged since before he was in the office.

Councilor Greaney asked if the State Rep or State Senator had been notified of the issue of state money being held up.

President Murphy-Romboletti stated that she did not believe they could do anything about that

Councilor Jourdain stated that those names hadn't come up in the meeting.

Councilor Greaney suggested that they could try to move it along.

Councilor Magrath-Smith stated that while she had not been on Council a long time, she recalled these same conversations happened last time. She then expressed hope that long discussed needed financial restructuring could be enacted as part of the solution. She added that even having the right people in the current positions will not get the city to good without structural reform to come up with a Finance Department that functions.

Councilor Vacon noted that the citizens approved the appointment of a Treasurer, which included the establishment of minimum criteria so that the person in the position comes in with the ability to deal with the problems in that office.

---> Report of Committee received and recommendation Adopted.

Councilor Jourdain stated that the decision had been made that day to leave items 14, 15, and 16 in Charter and Rules. He then made a motion to suspend the necessary rules to take up items 14, 15, and 16 as a package. Councilor Vacon seconded the motion.

Jourdain- Ordered that the following Charter Change be adopted:

Charter Sec. 39. - City solicitor.

AMEND

FROM:

The city solicitor shall perform those all legal services in which the city is interested and attend to all proceedings at law or in equity to which the city is a party, and to all claims made to the city council. For these purposes he shall have sole charge of all such matters and proceedings. He shall give in writing his legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

TO:

The city solicitor shall perform those legal services in the city as the city council shall establish by ordinance. He or she shall give in writing their legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

Item to be removed from the Charter and Rules Committee

---> Remained in the Charter and Rules Committee.

Charter changes related to Municipal Modernization Package be adopted.

Item to be removed from the Charter and Rules Committee

---> Remained in the Charter and Rules Committee.

JOURDAIN, BARTLEY — Ordered, That Charter Sections 19 and 34 be amended and elsewhere as appropriate to allow for all appointments to the Fire Commission and DPW Commission to be appointed by the Mayor subject to confirmation by the City Council.

Item to be removed from the Charter and Rules Committee

---> Remained in the Charter and Rules Committee.

Councilor Magrath-Smith made a motion to suspend the necessary rules to take up items 17 through 24 as a package to lay on the table. Councilor Devine seconded the motion.

President Murphy-Romboletti asked if item 25 was new.

Councilor Jourdain stated it was new. He then made a motion to amend the previous motion to take up items 17 through 23 as a package, as there was a new plan on item 24.

Councilor Vacon stated that the items needed to go back to Ordinance.

Councilor Jourdain stated that this was a good point as there were amendments to item 17 that had come through that should be discussed in Ordinance rather than on the floor of the full Council. He then expressed a hope that both the Charter and Rules Committee and the Ordinance Committee could meet at least once before the August 5th Council meeting to work through all of these items. He then suggested that item 25 could also go to Ordinance. He then amended his own motion to take up items 17 through 23 and 25 as a package and refer them to the Ordinance Committee. Councilor Devine seconded the motion.

President Murphy-Romboletti noted that some of the orders were from Charter and Rules and asked if those should be separated.

Councilor Jourdain agreed that they should be. He then amended his motion to take up items 17, 18, 19, and 25 as a package and refer them to the Ordinance Committee.

Councilor Vacon stated that item 21 was an ordinance.

President Murphy-Romboletti clarified that item 21 was a copy that went to Charter and Rules.

The Committee on Ordinance to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance
Recommended that the order be adopted, adding the Chief Administrative and Financial Officer (CAFO) to Grade 17 of Schedule A, the Treasurer/Collector to Grade 14 of Schedule A, and the Comptroller to Grade 13 of Schedule A.

Councilor Magrath-Smith stated that every change made to the municipal modernization act had been done in a public meeting. She then expressed concern that a member of the public would not know about any changes without it just being stated, and suggested being careful in the future when items were named the same way but had differences. She then asked where the changes came from.

Councilor Jourdain clarified that nothing had yet changed but that he had tweaks to offer as changes which would be presented at the Ordinance meeting.

---> Report of Committee received and referred to the Ordinance Committee.

The Committee on Ordinance to whom was referred an order that the position of Chief Administrative and Financial Officer be created and added to Schedule A
Recommended that the order has been complied with.

---> Report of Committee received and referred to the Ordinance Committee.

The Committee on Ordinance to whom was referred an order that the Personnel Department and Law Department work in conjunction to update the following ordinances to reflect a modern Human Resources Department:

Article I

30-1 (a)

82-4 (c)

82-5 (c)

Article II Division I

2-40 (a)

2-43 (e) (k)

2-64

2-66 b (3)

2-67 (a)

2-69 (h)

Article II Division II

2-86

Article II Division VI

2-182 b (3) e (2)

Article III Division II

2-311 a, b, c, d

2-312 a, b (21)

2-313

2-314

Article IV 2-422 (b)

Recommended that the order be adopted.

---> Report of Committee received and referred to the Ordinance Committee.

Jourdain - Ordered that the City Council adopt the attached draft ordinance establishing the role of Parliamentarian of the City Council.

---> Received and referred to the Ordinance Committee.

Councilor Jourdain made a motion to suspend the necessary rules to take up items 20 through 23 and late file orders 26 through 32 as a package. Councilor Anderson-Burgos seconded the motion.

The Committee on Charter and Rules to whom was referred an order that the City of Holyoke shall create an Administrative and Finance Department. Said acceptance shall be subject to implementation by city ordinance and any necessary amendments to the City Charter. This order shall be referred concurrently to Charter and Rules and Ordinance to be considered jointly, with recommendations regarding implementation to be reported back to the City Council jointly. See attached: Municipal Modernization Act of 2025.

Recommended that the order be adopted.

---> Report of Committee received and referred to the Charter and Rules Committee.

The Committee on Charter and Rules to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance

Recommended that the order has been complied with.

---> Report of Committee received and referred to the Charter and Rules Committee.

The Committee on Charter and Rules to whom was referred an order The City of Holyoke amends any charter, ordinance and any other regulations relative to its Tax Collector and combines the office with its City Treasurer so long as a charter change to appoint rather than elect Holyoke's City Treasurer is approved by the legislature and Holyoke voters.

Recommended that the order has been complied with and referred to the Ordinance Committee.

---> Report of Committee received and referred to the Charter and Rules Committee.

The Committee on Charter and Rules to whom was referred an order With community support, order that the following section of our Codes of Ordinances and charter be updated to reflect use of email as sufficient for special meeting notice:

Sec. 12. – Special meetings of city council.

The Mayor or City Council President may at any time call a special meeting of the city council by public posting through the city website along with written notifications thereof, together with a statement of the subjects to be considered thereat, to be deposited in the post office, postpaid and addressed to the persons to be notified, at least forty-eight hours before the time appointed for such meeting, or to be left at the usual place of residence of each member of the council, by email at least forty-eight hours before the time appointed for such meeting. (Acts 1965, c. 187; Acts 1992, c. 189)

Recommended that the order be adopted.

---> Report of Committee received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered that section 13 of the Holyoke Charter – Rules of city council; president pro tempore; method of sitting; journal; roll-call votes; quorum; general powers; no compensation. – be

amended using the attached language.

---> Received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered that section 14 of the Holyoke Charter – Transactions by council or members in behalf of city prohibited, except in case of veterans' aid – be amended using the attached language.

---> Received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered that section 22 of the Holyoke Charter – Power as to laying out, etc., of streets; damages; ordinances, etc., involving expenditures in excess of two hundred dollars.- be amended using the attached language.

---> Received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered that section 24 of the Holyoke Charter -Presentation of ordinances, orders, etc., to mayor; approval; veto; passage over veto – be amended using the attached language.

---> Received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered That section 41 of the Holyoke Charter be deleted.

---> Received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered that section 49 of the Holyoke Charter – Transfers of appropriations; authorization of expenditures without appropriation; approval of bills, pay rolls and vouchers; fiscal year. – be amended using the attached language.

---> Received and referred to the Charter and Rules Committee.

JOURDAIN – Ordered that section 53 of the Holyoke Charter -Loans, bonds and notes. – be amended using the attached language.

Councilor Jourdain stated that the view was that everyone should have enough to review these items, have one more round in committee to go over them, and be able to take a vote on them at the August 5th meeting. He then expressed appreciation for everyone's hard work on these items, adding that great progress was being made.

Councilor Vacon asked to confirm that language was not yet available to review yet on the late file orders.

Admin Asst Anderson-Burgos stated that they were all as attachments to item 15.

Councilor I. Rivera asked if those were available online or just in person.

President Murphy-Romboletti stated that they were sent via email.

Councilor I. Rivera stated that he only had the late file orders.

President Murphy-Romboletti clarified that they were sent the previous week on Thursday as item 15. She added that hard copies were on the desk in chambers.

---> Received and referred to the Charter and Rules Committee.

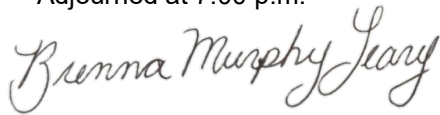
Optional Central Finance Department budget.

Councilor Jourdain suggested that this be sent back to the Mayor on the premise that the work on the budget was completed. He then expressed his understanding that there was a plan for a supplemental budget if the Finance Department changes were passed.

Councilor Vacon suggested that if there were savings as a result of the consolidation and improved efficiency in government, if it were to pass, it should be able to be funded through transfers in the existing budget rather than needing to add more expenses to the taxpayers.

---> Returned to the Mayor.

Adjourned at 7:00 p.m.

A handwritten signature in cursive script that reads "Brenna Murphy Leary". The signature is written in dark ink and is positioned below the "Adjourned at 7:00 p.m." text.

REGULAR MEETING OF THE CITY COUNCIL

February 18, 2025

The meeting was called to order by President Murphy-Romboletti at 7:05 p.m.

The Clerk called the roll. Absent Members: 0 Present Members in person 12 (Anderson-Burgos, Bartley, Devine, Givner, Jourdain, Magrath-Smith, Murphy-Romboletti, Ocasio, I. Rivera, J. Rivera, Sullivan, Vacon). Present Members on Zoom: 1 (Greaney)

Motion was made and seconded to take a roll call vote that for the purposes of this meeting would be applicable to all motions to receive, refer items to committee, remove items from the table, place items on the table, package items together, comply with items, or suspend the rules unless there is an objection. Motion adopted.

The name of Councilor Magrath-Smith was pulled to head the roll call voting.

PUBLIC COMMENT

Alanna Rutledge, 75 Taylor Street, stated that she and several neighbors on her street had concerns that they had not been plowed since the recent snowstorm. She added that it had been difficult to get out of her street every morning. She also stated that it had not been sanded or salted, and she often fishtailed trying to get into her driveway. She also stated that a police car went up and down her street with a siren running but had not given any instructions. She added that after people moved their cars, the road was still not plowed. She also expressed concern with people falling, noting that a lot of older people lived on the street. She also emphasized that the road not being plowed had been a consistent issue.

Amelia Box, 57 Taylor Street, seconded Ms. Rutledge's concerns. She then stated that her car was an SUV and still found herself spinning out trying to get into the street from Hampden. She noted it was a one way street and observed that many other one way streets were also missed and had not been sanded or plowed.

Motion was made and seconded to suspend the necessary rules to take up item 30 out of order.

The Committee on Development and Governmental Relations to whom was referred an order Special permit application of F & M Hideway, Inc to reconstruct and renovate Schermerhorn's Restaurant and retail store per sec 4.7.3 at 224 Westfield Road (157-00-072).

have considered the same and Recommended that the special permit be granted.

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio

Juan Anderson-Burgos
Patricia Devine

UNDER DISCUSSION:

Councilor Givner noted that the applicants were in attendance. She then stated that they were planning to reconstruct Schermerhorn's by rebuilding exactly what was there before, adding that it will be up to code. She noted they sent in their building plans.

Councilor Devine thanked the applicant for sending in their plans. She noted that one of the neighbors had concern about parking, and she was impressed that the applicant offered to meet with that neighbor to address those concerns.

Councilor Vacon expressed support for the special permit. She also commended them for doing their due diligence and finding problem areas to do things the right way.

Councilor I. Rivera noted that many people were grateful that Schermerhorn's' would still be around.

Councilor Greaney stated that he hoped they would leave the sign up in the front.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 13--Nays 0--Absent 0.

LAI D ON THE TABLE

(10:35)

The Committee on Ordinance to whom was referred an order that the Police Department be allowed to hire a Crime Analyst past the Grade 10 mid-range (which is \$70,407) to \$78,000.

Recommended that the order be adopted.

---> Laid on the table.

Councilor Devine made a motion to suspend the necessary rules to remove item 2 through 6 from the table as a package. Councilor Anderson-Burgos seconded the motion.

Councilor Jourdain stated that he did not mind 3 through 6 being taken up as a package, but had concerns about unique issues with item 2 and would prefer to see that one separated from the package.

Councilor Vacon made a motion to refer the whole package to the Finance Committee as none of the orders had been taken up in committee. Councilor Jourdain seconded the motion.

Councilor Bartley stated they needed to be taken off the table first.

President Murphy-Romboletti stated that she believed that had happened.

Councilor Bartley stated that he did not hear a vote take place.

Councilor Jourdain stated that he objected to it all being taken up together.

Councilor Givner expressed her understanding that there was a motion to take items out of order and there was a vote.

Councilor Bartley stated that there was not a vote on it.

President Murphy-Romboletti stated that the body still needed to vote to take them up together. She then stated that item 2 would be taken up separately, and then 3 through 6 would be taken up as a package.

Motion was made and seconded to remove item 2 from the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY ONE THOUSAND SIX HUNDRED AND 22/100 Dollars (\$21,600.22) as follows:

		FROM	TO
11211	51276	MAYOR'S CONTRACT NEGOTIATIONS	21,600.22
15411	51103	ASSISTANT DIRECTOR - COA	2,222.00
15411	51101	DIRECTOR COUNCIL ON AGING	3,030.00
11711	51101	CONSRVTN & SUSTNBLTY DIRECTOR	3,030.00
12441	51101	SEALER OF WEIGHTS AND MEASURES	2,525.00
16301	51101	DIRECTOR PARKS/REC FORESTRY	2,899.14
16301	51103	ASST DIRECTOR OF PARKS & REC	2,222.00
14211	51108	SAFETY OFFICER	2,020.00
15101	51101	DIRECTOR BOARD OF HEALTH	1,632.00
15101	51202	ANIMAL CONTROL OFFICER	2,020.08
		21,600.22	21,600.22

UNDER DISCUSSION:

Councilor Vacon made a motion to refer items 2 through 6 to the Finance Committee. Councilor Jourdain seconded the motion.

Councilor Devine stated that all of these had been in Finance. She then stated that she provided a list of 22 people that were in these positions. She then emphasized that the Council could only talk about the appropriations and could not get into benefits because that was not the Council's prerogative. She then suggested that discussion of benefits may lead to an unfair labor practice charge. She then asked why item 2 should go to committee but not the others.

Councilor Jourdain explained that item 2 had extra rules. He then suggested that due to previous objections to an earlier package of items that had portions of interdepartmental transfers, the administration submitted items 3 through 6 as intradepartmental transfers. He then stated that the only other issues was that to pass those items, it would require both readings by a two-thirds vote. He then suggested that item 2 presented an interdepartmental transfer due to funds coming from the Mayor's Contracted Services line to other departmental salary lines. He then noted that the Law Department offered guidance that since this was for the same purpose, that would not follow the interdepartmental rule. He then asked for an opportunity to speak to DOR (Department of Revenue) on the following Friday to ask if they understood the funds were in the Mayor's budget and the others were all their own separate departments. He added that he could consider going along with it if the Law Department's guidance was accurate. He emphasized that there was not a contract negotiation line in each of those departments. He

then stated that items 3 through 6 had not come to the Council before, and there could be open questions about why there was extra money in some of those accounts.

Councilor Vacon explained that the reason for her motion because it was better for the committee to do their work instead of the entire body trying to do that work.

Motion was made and seconded to suspend the necessary rules to allow the Law Department to address the Council.

Councilor Devine asked Councilor Jourdain if he was speaking with the DOR.

Councilor Jourdain stated that he was.

Councilor Devine asked if they would be giving a ruling in writing.

Councilor Jourdain stated that he doubted they would give one in writing, noting that they had not given one in writing to the Law Department. He then stated his interest in confirming what the Law Department was saying was accurate because it was only a verbal report.

Atty Bissonnette stated that it was unfortunate that the accuracy and legitimacy of what the Law Department has reported was being characterized as fruit of the poisonous tree and not an accurate representation of what the DOR said. He then explained that they call the DOR for guidance on a regular basis and emphasized that they do not provide written opinions. He then observed that due to Councilor Jourdain enlightening everyone on the rules of interdepartmental transfers, the mayor put forward these orders to transfer funds already within those departments. He then recalled that during the budget discussions, \$25,000 was specifically put into the mayor's budget for contract negotiations. He added that the contract negotiations with the PSA had been prolonged and had resulted in a stalemate, and the budget needed to reflect what the settlement may be. He then stated that after explaining all of that to the DLS (Division of Local Services) led to them concurring that it was for the same purpose. He added that it was not an attempt to mislead anyone as it had been explained what it was for. He noted that there was also a communication from Atty Ball presenting a case law from 1913 that explained the first time an item appeared on an agenda was when an item was first read.

Councilor Givner stated that this information was not new and she did not believe there was any reason to send the items back to the Finance Committee. She then expressed frustration that one person repeatedly does not agree with the opinions of the Law Department. She then expressed hope that the Law Department's guidances could be taken as real. She added that these items were time sensitive as employees had been waiting. She added that losing employees would be more costly. She then questioned looking for reasons that would make people want to leave. She then stated that while she understood the desire to hear from the state personally, she believed the word of the Law Department should be trusted.

Councilor Jourdain stated that history had taught him that the Law Department had often been wrong, as everyone else was wrong at times. He then suggested that he may look into things more than others choose to do. He then explained that the original form of this item already showed him to be correct, which was why these items were now here. He then stated that he had made his points already about the expense to taxpayers to give more vacation time, benefits, flex time, and other giveaways beyond just par raises. He then emphasized that he just wanted to ensure the rules were being followed. He noted that he

had just spoken with Atty Ball the previous week to understand where she got her opinion and then reached out to them to seek to hear it for himself. He also expressed concern about longtime rules and practices of the Council being flipped. He emphasized that this was not about just trying to win on an issue, but about avoiding having bad precedent created. He then acknowledged that items 3 through 6 were eventually going to pass. He then expressed disagreement with the interpretation of section 22 of the charter regarding the two reding rule in that the second reading could not be taken up until a motion to pass the first reading was passed. He then stated that the section required that if both motions were done within 3 days of each other, it required two-thirds of the vote for passage. He then acknowledged that items 3 through 6 could eventually pass on a simple majority if at least 3 days were given between the votes to pass the first and second readings. He also emphasized that these items included retro pay going back to July of 2023 and another 2 weeks would not be the end of the world.

Councilor Devine agreed with Councilor Givner that the Law Department should be trusted. She then emphasized that with respect to getting benefits on flex time, there was not comp time for employees who often get called in for meetings in the evening. She then asked Atty Bissonnette what the difference was with the motions to pass first and second readings as they had been done before.

Atty Bissonnette stated that the argument was what constituted a reading. He then explained that an item being read by the president could constitute a first reading. He added that according to the interpretation of the SJC (Supreme Judicial Court), the referral to a committee was considered to be a first reading. He added that the language of section 22 on passing both readings was likely about getting things passed on the first night they were introduced. He noted that the city of Lowell that was the focus of the SJC decision had a similar charter to that of Holyoke.

Councilor Devine asked if these items could be passed that night if a motion to do so was made.

Atty Bissonnette expressed his understanding that the motion on the floor was to refer item 2 to the Finance Committee. He then stated that if that motion was defeated, a motion to pass item 2 could be made, and as these items were taken up as late files and tabled at the last meeting which constituted the first reading, these could be passed with only the second reading needed to be passed. He noted that items 3 through 6 would first have to be taken off the table.

President Murphy-Romboletti clarified that Vaco's motion had been to refer items 2 through 6 to the Finance Committee.

Councilor Vacon stated that was correct but understood that the discission was currently just about item 2. She then expressed concern that the Council had been sliding away from practices under the city charter over the last 2 years under the argument that it was outdated. She then explained that unless it were changed, the Council still needed to operate under it. She also expressed concern about recent arguments that the state law trumped the charter, while the Council had always followed the charter until those recent arguments. She then stated that at the last meeting, the motion had been to take them up and table them and they were not even read into the record nor were they even posted 48 hours before the meeting. She also questioned how the late files were emergencies. She then suggested that this was the first night the items were legally before the Council and the first night they were read into the record.

Councilor Sullivan, emphasizing that this was not a reflection of the current Law Department, recalled that the Council had been lied to by the Law Department regarding things that went on with the collapse, lawsuits, and practices with respect to the Essex Hotel. He then stated that it was not a lack of trust to

question the Law Department or any other department, but was due diligence and not a waste of taxpayer money. He added that the city lost millions on the advice of the Law Department at that time.

President Murphy-Romboletti clarified that she did read the items into the record at the last meeting.

Motion to refer items 2 through 6 to the Finance Committee failed on a call of the roll of the yeas and nays--Yeas 6 (Bartley, Greaney, Jourdain, Ocasio, Sullivan, Vacon)--Nays 7--Absent 0.

Councilor Devine made a motion to pass items 2 through 6. Councilor Anderson-Burgos seconded the motion.

Councilor Jourdain emphasized that a motion to take them all up as a package had not been passed.

President Murphy-Romboletti stated that she had not recognized the motion.

Councilor Devine withdrew her motion and made a motion to pass item 2. Councilor Anderson-Burgos seconded the motion.

Councilor Jourdain stated that if this were to pass the first reading, he believed the second reading should be tabled in order to get confirming of what the Law Department was saying. He then expressed frustration in being questioned about seeking to get independent verification of what they were reporting. He noted that they had reversed their own opinions in the last few years, and had given verifiably bad opinions. He then stated that he believed they got it right and did their best most of the time. He then emphasized that Holyoke elected a split Council 7-6, adding that people did not get to change the rules because they did not like how the election turned out by trying to circumvent the rules that had been in effect for years. He then expressed concern that this new contract required flex time to be given which would tie the hands of the mayor going forward. He added that he also did not agree that managers should have been in the union. He also expressed concern about giving everyone an extra 2 weeks of vacation, along with extra longevity time, adding that the average Holyoker wasn't getting those benefits.

Councilor I. Rivera suggested that there was an irony in questioning when governments, both locally and nationally, should follow rules. He added that it appeared to be wielding power in a way that was not fair when people who disagree were being chastised. He then suggested that if the city had been working in collaboration with employees over the years, there wouldn't be a big hit all at once. He then stated that he could no longer be mad if an employee was asked to attend an Ordinance meeting and they couldn't show up if they were not going to be compensated. He emphasized that when the people of Holyoke are referred to, the employees were also among the people of Holyoke who needed to be thought about.

Councilor Anderson-Burgos expressed frustration with claims that the City Solicitor can't always be trusted. He then emphasized that these employees have been waiting since 2023 for these raises. He then questioned how anyone would feel about statements claiming that there was nothing wrong with waiting another two weeks. He also questioned the focus on when the City Solicitor was wrong when these people were just waiting to get paid. He also suggested that it was an insult that some councilors have a vendetta because of the results of an election. He added that the city had been in a rut for years and that was not on the newer city councilors who were being blamed.

Councilor Vacon raised a point of order, asking that the debate stay on topic.

President Murphy-Romboletti stated that the comments were on topic as they were response to what was already said, adding that those earlier comments arguably had not been on topic.

Councilor Anderson-Burgos stated that the mayor was trying to get things done and this felt like trying to block him in order to be able to claim he was doing a horrible job.

Councilor Vacon stated that city councilors had a fiduciary responsibility. She added that once councilors receive opinions from the Law Department, it is on the councilors to vote based on the rules, emphasizing that the Law Department was advisory to the Council. She reiterated that the City Solicitor had changed their opinion to the complete opposite in just the last 2 years. She added that it was legal and fair for the Council to question the cost of an agreement. She also asked that the same empathy being expressed for these employees being also expressed for the taxpayers who have to pay for the contract. He added that it was the job of councilors to know the charter.

Councilor Devine emphasized that the professional employees on the list had been asked into meeting on numerous occasions. She added that she can't help it if someone has a \$600,000 house. She then asked to get these passed for the sake of the good people who work for the city.

Councilor Magrath-Smith called the question. Councilor Devine seconded the motion.

President Murphy-Romboletti stated that the motion was to pass the second reading.

Councilor Jourdain asked when the motion to pass the first reading was.

President Murphy-Romboletti stated that she read the order into the record at the last meeting and that was the first reading.

Councilor Jourdain stated there was never a vote to pass the first reading.

President Murphy-Romboletti stated that she read the order into the record, adding that there was a legal opinion on the agenda citing case law. She added that this was not a new debate.

Councilor Jourdain stated that every single transfer that had come before the body had included a vote on the first reading and then a vote to adopt on the second reading.

President Murphy-Romboletti stated that the item was tabled at the last meeting.

Councilor Jourdain stated that nobody made a motion to pass the first reading.

President Murphy-Romboletti stated that there was a motion to table it after reading it.

Councilor Jourdain stated that the charter required a motion to pass the first reading.

President Murphy-Romboletti stated that the Law Department as well as case law cited otherwise.

Councilor Jourdain stated that it was unfair.

President Murphy-Romboletti asked how that was unfair. She also noted that some councilors do things that make things unfair to her.

Councilor Jourdain stated that he could talk all night about he gets treated in meetings.

President Murphy-Romboletti stated that she was not going to get into it. She then stated that Councilor Jourdain was out of order.

Councilor Jourdain stated that he had a point of order, reiterating that the charter required a passage of two readings.

President Murphy-Romboletti stated that things sometimes get laid on the table.

Councilor Jourdain stated that there still needed to be a motion to pass the first reading and then pass the second reading.

President Murphy-Romboletti reiterated that the Law Department weighed in.

Councilor Jourdain stated that he did not ask for the Law Department to weigh in.

Councilor Devine stated that she had asked.

President Murphy-Romboletti stated that she was going to listen to the Law Department.

Councilor Jourdain asked why this was going to be different than what had been done for 100 years. He added that the SJC case had not gone to committee for a discussion.

President Murphy-Romboletti questioned needing a discussion on everything that got communicated.

Councilor Jourdain stated that it should on a charter that everyone took an oath to enforce.

President Murphy-Romboletti stated that she did not need reminding of the oath she took. She then threatened to end the meeting early.

Councilor Jourdain expressed frustration that this was censorship.

President Murphy-Romboletti stated that it was not censorship.

Councilor Jourdain asked if the next step was going to be the police being called to kick him out.

President Murphy-Romboletti stated that the behavior was outrageous. She then demanded that Councilor Jourdain not raise his voice at her.

Councilor Jourdain stated that the public needed to understand that this was censorship.

President Murphy-Romboletti stated that it was not censorship, and she understood what censorship.

Councilor Devine stated that Councilor Magrath-Smith had a motion on the floor.

President Murphy-Romboletti called a five minute recess.

A five minute recess took place.

President Murphy-Romboletti stated that she would recognize a motion to pass the first reading.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 7--Nays 3
(Greaney, Jourdain, Sullivan)--Absent 3 (Bartley, Ocasio, Vacon).

Councilor Magrath-Smith asked Atty Bissonnette if 7 was enough for passage.

Atty Bissonnette stated that the motion passed as DLS advised that the appropriation was made to fund the contracts.

Councilor Jourdain stated that as two readings had taken place on the same night, he believed that it was a violation of section 22 of the charter and should have required a two-thirds vote of the body.

Councilor Devine made a motion to suspend the necessary rules to take up items 3 through 6 as a package. Councilor Anderson-Burgos seconded the motion.

Councilor Magrath-Smith raised a point of order. She then asked if the body was just on item 3.

President Murphy-Romboletti stated that was correct.

Councilor Magrath-Smith asked if this was the first reading or the second reading.

Councilor Devine stated that it was the first.

President Murphy-Romboletti asked for a motion to lay items 3 through 6 on the table, noting that the body had just argued about these for an hour and a half. She then acknowledged and was fine that half the Council was going to oppose her on everything she did, but expressed frustration if everyone was going to contradict each other.

Councilor Jourdain raised a point of order. He then expressed it was an example of unfair treatment for her to state that half the Council was going to oppose her on everything.

President Murphy-Romboletti stated that she was not going to continue doing this.

Councilor I. Rivera made a motion to adjourn. Councilor Greaney seconded the motion. Motion adopted.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, EIGHT THOUSAND ONE HUNDRED EIGHTY TWO AND 93/100 Dollars (\$8,182.93) as follows:

		FROM	TO
12401	51101	LOCAL INSPECTOR	8,182.93
12401	51102	ASST BUILDING COMMISSIONER	3,132.93
12401	51103	CHIEF INSPECTOR OF WIRES	2,828.00
12401	51107	ZONING OFFICIAL	2,222.00
		8,182.93	8,182.93

---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, ELEVEN THOUSAND THREE HUNDRED FORTY TWO AND 00/100 Dollars (\$11,342.00) as follows:

		FROM	TO
11751	51106	PLANNER I	11,342.00
11751	51108	ASSISTANT DIRECTOR OF PLANNING	4,560.00
11751	51102	ASST DIR OF ECONOMIC DEV	4,560.00
11751	51105	SENIOR PROJECT MANAGER	2,222.00
		11,342.00	11,342.00

---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, FIVE THOUSAND FIFTY AND 00/100 Dollars (\$5,050.00) as follows:

		FROM	TO
16911	51104	ENTERPRISE COORDINATOR	5,050.00
16911	51101	DIRECTOR WISTARIAHURST	2,828.00
16911	51103	CITY HISTORIAN	2,222.00
		5,050.00	5,050.00

---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE THOUSAND FIVE HUNDRED SIXTY AND 99/100 Dollars (\$1,560.99) as follows:

		FROM	TO
15431	51104	INVESTIGATOR	1,560.99
15431	51105	NATIONAL SERVICE OFFICER	1,560.99
		1,560.99	1,560.99

---> Laid on the table.

From Assistant Solicitor Jane Mantolesky, letter regarding St. Vincent Lots

---> Laid on the table.

COMMUNICATIONS

From Mayor Joshua Garcia, letter appointing Ms. Patricia Normand of 36 Pleasant St to serve as a member of the Conservation Commission. Ms. Normand will serve a three year term expiring February 1, 2028.

---> Laid on the table.

From Mayor Joshua Garcia, letter appointing Mr. Denis Luzuriaga of 6 Pinehurst Rd., to serve as a Commissioner of the Holyoke Housing Authority. Mr. Luzuriaga will replace Mr. Jose Maldonado-Velez and will serve the remainder of his term expiring April 1, 2029.

---> Laid on the table.

From Mayor Joshua Garcia, letter reappointing Ms. Lyn Horan of 100 Southamptn Rd., to serve as a member of the Commission on Disabilities. Ms. Horan will serve a three year term expiring in March 2028.

---> Laid on the table.

From Mayor Joshua Garcia, letter reappointing Ms. Jessica Lebron-Martinez of 102 Brown Avenue., to serve as a member of the Commission on Disabilities. Ms. Lebron-Martinez will serve a three year term expiring in March 2028.

---> Laid on the table.

From Mayor Joshua Garcia, letter reappointing Mr. Jeffrey Horan of 100 Southamptn Rd. to serve as a member of the Conservation Commission. Mr. Horan will serve a three year term expiring February 1, 2028

---> Laid on the table.

From Mayor Joshua Garcia, letter reappointing Ms. Rosemary Arnold of 30 Mountain Rd. to serve as a member of the Conservation Commission. Ms. Arnold will serve a three year term expiring February 1, 2028.

---> Laid on the table.

From Mayor Joshua Garcia, letter reappointing Ms. Sarah Wedaman of 28 Howard St., to serve as a member of the Commission on Disabilities. Ms. Wedaman will serve a three year term expiring in March 2028.

---> Laid on the table.

From City Solicitor: Lisa Ball- Case of Fuller v. Haines 224 Mass. 176 which addresses the first reading of an order

---> Laid on the table.

From City Solicitor: Opinion from KP Law

---> Laid on the table.

From Assistant City Solicitor Jane Mantolesky- Notice of Sale - 285 Main

---> Laid on the table.

From Councilor Councilor Givner- Boston Globe article on Impact fees

---> Laid on the table.

From DOR- Guideline on appropriation transfers

---> Laid on the table.

From Frank Demarinis, Shermerhorns site plan review

---> Laid on the table.

Cultural Humility Workshop Curriculum

---> Laid on the table.

From City Clerk Brenna Murphy Leary and Amin. Assistant Jeffery Anderson-Burgos, minutes from February 4, 2025 meeting.

---> Laid on the table.

PRESIDENT'S REPORT

REPORTS OF COMMITTEES

The Committee on Public Service to whom was referred an order From Mayor Garcia, letter appointing Ms. Beverlyn Blanchard of 46 St. Kolbe Dr. to serve as a member of the Library Board of Directors. Ms. Blanchard will serve a three year term expiring February 2028.

have considered the same and Recommended that the appointment be confirmed.

Committee Members:

Juan Anderson-Burgos
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Public Service to whom was referred an order From Mayor Joshua Garcia, letter appointing Ms. Beverlyn Blanchard of 46 St. Kolbe Dr. to serve on the Library Board of Directors. Ms. Blanchard term will expire Feb. 2025.

have considered the same and Recommended that the appointment be confirmed.

Committee Members:

Juan Anderson-Burgos
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Public Service to whom was referred an order From Mayor Joshua Garcia, letter appointing Mr. Thomas Gilchrist of 26 Dunn Ave to serve on the Library Board of Directors. Mr. Gilchrist term will expire Feb. 2026.

have considered the same and Recommended that the appointment be confirmed.

Committee Members:

Juan Anderson-Burgos
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Public Service to whom was referred an order From Mayor Joshua Garcia, letter appointing Mr. Joseph Black of 1015 Maple St. to serve as a member of the Recycling Advisory Committee. Mr. Black's will serve a three year term, expiring on August 1, 2027.

have considered the same and Recommended that the appointment be confirmed.

Committee Members:

Juan Anderson-Burgos
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Public Service to whom was referred an order From Mayor Joshua Garcia, letter appointing Ms. Tiffany Espinosa of 30 Amherst St Holyoke to serve as a member of the Holyoke Redevelopment Authority. Ms. Espinosa will replace Mr. Jorge Colon and will serve the remainder of his term expiring November 1, 2029.

have considered the same and Recommended that the appointment be confirmed.

Committee Members:

Juan Anderson-Burgos
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Development and Governmental Relations to whom was referred an order Special Permit Application of Salmar Realty LLC c/o Peter Martins for a special permit for a Proposed Coffee shop/Drive Thru Restaurant at South Street Plaza, A Portion of 209 South St.

have considered the same and Recommended that the special permit be granted with the 32 conditions described in the Planning Board Site Plan Review Notice of Decision letter dated January 16, 2025

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio
Juan Anderson-Burgos
Patricia Devine

---> Laid on the table.

The Committee on Development and Governmental Relations to whom was referred an order City Council explore with the Mayor a residential redevelopment plan for city owned vacant parcels has homes built then sold. City funds coupled with any available grant funding will be used for seed funding with the proceeds of the sales used to build more homes. The long term play for the city is the generation of all of the property tax revenue from these home sales, the new availability of great new housing, the reduction in city owned buildable lots and the growth of population.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio
Juan Anderson-Burgos
Patricia Devine

---> Laid on the table.

The Committee on Development and Governmental Relations to whom was referred an order The Law Dept., Building Commissioner and the city's property group provide its annual update on the City's Receivership program. Please send communication to the Clerk for the second city council meeting in January 2023.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio
Juan Anderson-Burgos
Patricia Devine

---> Laid on the table.

The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY2025 FIREFIGHTER SAFETY EQUIPMENT GRANT PROGRAM, \$24,081, NO MATCH " grant and authorizes the establishment of a

Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.'

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, THIRTY THREE THOUSAND AND 00/100 Dollars (\$33,000) as follows:

FROM

14101-51105 SR CIVIL ENGINEER	\$ 17,000	
14251-51102 HOISTING EQUIPMENT OPERATOR		16,000
TOTAL \$33,000		

TO:

14102-53010 PROF ENGINEERING SERVICES	\$33,000	
TOTAL \$33,000		

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE HUNDRED THOUSAND AND 00/100 Dollars (\$100,000) as follows:

FROM

12101-51107 PATROLMEN	\$ 50,000	
12101-51117 DISPATCH		50,000

TOTAL \$100,000

TO:

12102-53010 MAP/DATA MAINTENANCE \$100,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, EIGHTY THOUSAND AND 00/100 Dollars (\$80,000) as follows:

FROM

12101-51105 SERGEANTS \$40,000

12101-51107 PATROLMEN 40,000

TOTAL \$80,000

TO:

12102-53010 MAP/DATA MAINTENANCE \$80,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, EIGHTY THREE THOUSAND SIX HUNDRED FIFTY SIX AND 00/100 Dollars (\$83,656) as follows:

FROM

11511-51201 PT ASSISTANT SOLICITOR \$83,656

TOTAL \$83,656

TO:

11511-51202 PT ASSOCIATE SOLICITOR \$83,656

TOTAL \$83,656

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order From Sean Sheedy, Maintenance Admin for Holyoke Public Schools, 2-4-2025 SOI ARP PROJECTS HPS

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order that the City of Holyoke appropriates the amount of One Hundred Thousand (\$100,000) Dollars for the purpose of paying costs of conducting a Schematic Design Study at Kelly Elementary School located at 216 West Street Holyoke MA 01040 for a potential roof replacement, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City of Holyoke has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of Mayor Joshua Garcia. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7, Chapter 70B, or any other enabling authority. The City of Holyoke acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the City to collaborate with the MSBA on this proposed repair project, any project costs the City of Holyoke incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City of Holyoke; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City of Holyoke and the MSBA.

FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes. Further Ordered: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order That the City of Holyoke appropriates the amount of One Hundred Thousand(\$100,000) Dollars for the purpose of paying costs of conducting a Schematic Design Study at Lt Elmer J McMahon Elementary School located at 75 Kane Road Holyoke MA 01040 for a potential roof replacement, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City of Holyoke has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of Mayor Joshua Garcia. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7, Chapter 70B, or any other enabling authority. The City of Holyoke acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the City to collaborate with the MSBA on this proposed repair project, any project costs the City of Holyoke incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City of Holyoke; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City of Holyoke and the MSBA. FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes. Further Ordered: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order That the City of Holyoke appropriates the amount of Seventy-Five Thousand(\$75,000) Dollars for the purpose of paying costs of conducting a Schematic Design Study at Lt Clayre Sullivan Elementary School located at 400 Jarvis Avenue Holyoke MA 01040 for a potential partial roof replacement, including the payment of all costs incidental or related

thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City of Holyoke has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of mayor Joshua Garcia. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7, Chapter 70B, or any other enabling authority. The City of Holyoke acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the City to collaborate with the MSBA on this proposed repair project, any project costs the City of Holyoke incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City of Holyoke; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City of Holyoke and the MSBA. FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes. Further Ordered: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order That the City of Holyoke appropriates the amount of One Hundred and Fifty Thousand (\$150,000) Dollars for the purpose of paying costs of conducting a Schematic Design Study at Holyoke High School located at 500 Beech Street Holyoke MA 01040 for a potential roof replacement, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City of Holyoke has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of Mayor Joshua Garcia. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7, Chapter 70B, or any other enabling authority. The City of Holyoke acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the City to collaborate with the MSBA on this proposed repair project, any project costs the City of Holyoke incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City of Holyoke; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City of Holyoke and the MSBA. FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order,

and to provide such information and execute such documents as may be required for such purposes.
Further Ordered: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Finance to whom was referred an order That the City of Holyoke appropriates the amount of Seventy-Five Thousand(\$75,000) Dollars for the purpose of paying costs of conducting a Schematic Design Study at Maurice A Donahue Elementary School located at 210 Whiting Farms Road Holyoke MA 01040 for a potential partial roof replacement, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City of Holyoke has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of Mayor Joshua Garcia. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7, Chapter 70B, or any other enabling authority. The City of Holyoke acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the City to collaborate with the MSBA on this proposed repair project, any project costs the City of Holyoke incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City of Holyoke; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City of Holyoke and the MSBA.

FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as may be required for such purposes.
Further Ordered: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Laid on the table.

The Committee on Joint Committee of City Council and School to whom was referred an order the School Department, the School Committee, the Receiver and Mayor present a plan for the future of Metcalf School. I'd like to hear long-terms plans as well as temporary ones. I would like the district to consider the City continue using the school in its current purpose: as a learning institution. If not in the plan, then let's consider it as the headquarters of the School Department. Should a committee be formed? What plans are being discussed? The building, erected 1911, is iconic and should be preserved and, if needed, rehabilitated and repurposed for City uses. Refer to HPS, Receiver, Mayor and Joint Committee.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Joint Committee of City Council and School to whom was referred an order From Mayor Garcia and Superintendent Soto, a Joint statement affirming the rights of immigrants

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Joint Committee of City Council and School to whom was referred an order The Superintendent of Schools discuss his recent memo on affirming the rights of immigrants with the Joint Committee on City Council and School Committee.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Joint Committee of City Council and School to whom was referred an order From Sean Mangano, School Committee Finance Subcommittee 12.12.24

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

The Committee on Joint Committee of City Council and School to whom was referred an order The Superintendent of Schools please update the Joint Committee on City Council and School Committee on any updated plans for the School Dept headquarters in light of their decision not to go forward with proposed High Street location.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

---> Laid on the table.

ORDERS AND TRANSFERS

Magrath-Smith, ordered that City Council review CPA Committee recommendations and approve funding for FY25 CPA projects.

---> Laid on the table.

Murphy-Romboletti- With community support, the City Council issue a proclamation to Gina Nelson, Executive Director of Community Roots Neighborhood Services, Inc. and the Veterans Lunch Program in recognition of the invaluable work they do for our community's veterans.

---> Laid on the table.

Vacon- ORDER: That the American flag protocol is followed for flags at public schools such as McMahon & on other city property, including; either lighting the flag or bringing the flag in each night and putting it up in the morning.

---> Laid on the table.

Vacon, Jourdain- ORDER: The Treasurer & Auditor provide the City Council with an update & timeline for the certification of free cash. Refer to Finance Committee
---> Laid on the table.

Bartley- Ordered that Schedule B, Compensation for Elected Officials of Chapter 2 of the Code of Ordinances be amended as follows:
City Clerk: \$90,000
---> Laid on the table.

Devine, Givner - ORDERED: that the Directors of the Board of Health, Zoning, Planning, and the Animal Control Officer and Law Department meet with the Ordinance Committee to discuss Ordinance Sec. 14-12 as it relates to #2 Hens, specifically the keeping of hens DEFINITIONS, SPECIAL PERMIT PROCESS, SPECIFICATIONS AND DIMENSIONS, GENERAL REGULATIONS, VIOLATIONS and any and all regulations whether State or Federal that may be pertinent.
---> Laid on the table.

Devine - ORDERED: that the City Engineer determine if a BLOCK THE BOX is warranted at Columbus Avenue and Northampton Street. Refer to City Engineer
---> Laid on the table.

Devine- ORDERED that the Law Department determine and render an opinion as to whether DPW supervisors/employees can ticket those automobiles/trucks that are impeding snow removal and plowing during a legal parking ban.
---> Laid on the table.

Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "BYRNE STATE CRISIS INTERVENTION PROGRAM, \$84,458.79, NO MATCH " grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor
---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, NINE THOUSAND NINE HUNDRED EIGHTY ONE AND 52/100 Dollars (\$9,981.52) as follows:

FROM

12201-51103 CAPTAIN \$3,663.90

12201-51104 LIEUTENANTS	6,317.62
TOTAL \$9,981.52	
TO:	
12201-51180 INJURED ON DUTY	\$9,981.52
PP#16 TOTAL \$9,981.52	

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor

---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY FIVE THOUSAND AND 00/100 Dollars (\$25,000) as follows:

FROM

8811-10400 CAPITAL STABILIZATION	\$25,000
----------------------------------	----------

TOTAL \$25,000

TO:

12103-58003 HPD CAP OUTLAY- BUILDING IMPROVEMENTS	\$25,000
---	----------

TOTAL \$25,000

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor

---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE HUNDRED EIGHT THOUSAND SIX HUNDRED NINETY FIVE AND 56/100 Dollars (\$108,695.56) as follows:

FROM

8815-10400 CANNABIS STABILIZATION	\$108,695.56
-----------------------------------	--------------

TOTAL \$108,695.56

TO:

19412-57630 SOLICITOR CLAIMS & DAMAGES	\$108,695.56
--	--------------

TOTAL \$108,695.56

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor
---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, FIVE THOUSAND Dollars AND 00/100 Dollars (\$5,000) as follows:

	FROM	TO
12101 5119 POLICE RESERVE	5,000	
0010 57200 OUT OF STATE TRAVEL		5,000
	5,000	5,000

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor
---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, FIVE THOUSAND Dollars AND 00/100 Dollars (\$5,000) as follows:

	FROM	TO
1421 51102 DPW HOISTING EQUIP OPERATOR	5,000	
01010 57200 OUT OF STATE TRAVEL		5,000
	5,000	5,000

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor
---> Laid on the table.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, FIVE THOUSAND Dollars AND 00/100 Dollars (\$5,000) as follows:

	FROM	TO
12101 5119 FIRE FIGHTER LINE	5,000	
0010 57200 OUT OF STATE TRAVEL		5,000
	5,000	5,000

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, February 18, 2025.

Joshua A Garcia, Mayor
---> Laid on the table.

Givner- In the interest of transparency, order that the Collins Center for Public Management present its findings, working with Holyoke's Government Restructure Advisory Council, on Payments In Lieu of Taxes, PILOTs. Some cities and towns (Boston, Brookline) developed formal PILOT policies where the municipality asks the nonprofit to pay a portion of the taxes their tax-exempt property would have paid if it wasn't tax-exempt. Springfield and Concord are exploring the need for PILOT policies. Holyoke has hundreds of tax-exempt properties including group homes, charities, drug recovery agencies, hospitals, health centers, churches, schools, colleges, and more that were included in the study. ~Send to DGR
---> Laid on the table.

Givner- In an effort to promote efficiency while upholding quality of life standards, Order that the City Council invite department heads involved with permitting in to review special permit processes. Incomplete applications regularly come before DGR. The current process is incredibly inefficient wasting 8-10 hours, per applicant, in efforts from the Clerk's office, the Planning department, the Planning Board, building department, as well as City council and subcommittees. Our permitting Ordinance should be reviewed and updated if needed. ~Send to DGR for discussion / copy to ordinance for updates
---> Laid on the table.

LATE FILED ORDERS AND COMMUNICATIONS

The Committee on Development and Governmental Relations to whom was referred an order Law Dept and Mayor be invited to the City Council to discuss an update on the city's use of the receivership program including current properties being targeted and others that are excellent prospects for required repairs. I also would like to see if we can use this for larger scale problem rental properties with the right receiver as has been done in larger metropolitan cities. I also would like to start an initiative as has been used in large urban settings where we have required landlord training programs when appropriate as well as a model like Kansas City Bad Apple Program for repeat offenders. Law dept. and Mayor will be encouraged to look at what resources we need to go bold on problem properties and develop a plan with us.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kocayne Givner
Michael Sullivan
Carmen Ocasio
Juan Anderson-Burgos
Patricia Devine

---> Laid on the table.

Adjourned at 8:59 p.m.





MAYOR JOSHUA A. GARCIA
CITY OF HOLYOKE

RECEIVED

July 25, 2025

JUL 28 2025

Holyoke City Clerk's
Holyoke, MA

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

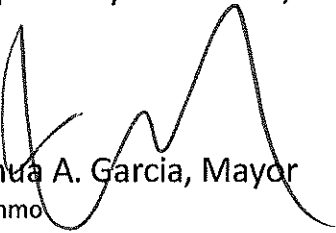
Dear Councilors,

Subject to your approval and in accordance with Chapter 18 Article III sec. 18-95, I hereby reappoint the following individual to the Local Historic District Commission (Fairfield Avenue):

Mr. Stephen C. Fay
218 Pleasant Street
Holyoke, MA 01040

Mr. Fay will serve a three-year term; said term will expire July 1, 2028.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG/nmo

CC: Stephen C. Fay
Aaron Vega
Lauren Niles



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

July 28, 2025

RECEIVED

JUL 28 2025

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

Holyoke City Clerk's
Holyoke, MA

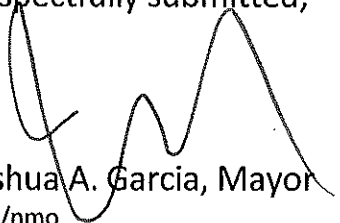
Dear Councilors,

Subject to your approval and in accordance with Chapter 18 Article III sec. 18-95, I hereby reappoint the following individual to the Local Historic District Commission (Fairfield Avenue):

Ms. Lauren Niles
40 Lexington Avenue
Holyoke, MA 01040

Ms. Niles will serve a three-year term; said term will expire July 1, 2028.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG/nmo

CC: Ms. Lauren Niles
Aaron Vega, Director Planning & Economic Dev



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

July 17, 2025

RECEIVED

JUL 18 2025

Holyoke City Clerk's
Holyoke, MA

The Honorable City Council
City of Holyoke
Holyoke, MA 01040

Dear Council Members:

Subject to your approval, I hereby reappoint the following individual to serve as member on the Library Board of Directors for the City of Holyoke:

Mr. Jeremy Smith
485 Hillside Avenue
Holyoke, MA 01040

Mr. Smith will serve a one-year term; said term will expire in February 2026.

If you have any questions with regards to this matter, please do not hesitate to contact me at (413) 322-5510.

Respectfully submitted,

Joshua A. Garcia, Mayor
JAG: nmo

Cc: Jeremy Smith
Maria Pagan



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

June 13, 2025

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

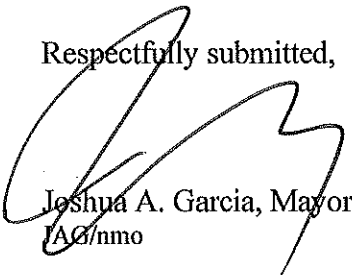
Dear Council Members:

Subject to your approval, I hereby reappoint the following individual to serve as a member of the Board of Appeals for the City of Holyoke:

Mr. Josh Knox
40 Morgan Street
Holyoke, MA 01040

Mr. Knox will serve a three-year term; said term will expire on July 1, 2028.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG/nmo

CC: Mr. Josh Knox
Aaron Vega, OPED



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

July 24, 2025

RECEIVED

JUL 24 2025

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

Holyoke City Clerk's
Holyoke, MA

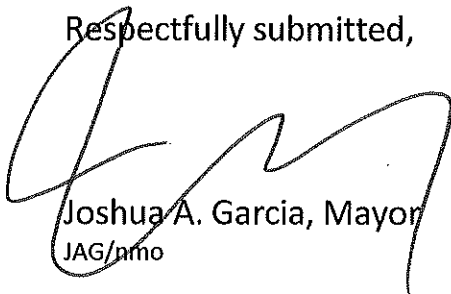
Dear Councilors,

Subject to your approval and in accordance with Chapter 18 Article III sec. 18-95, I hereby appoint the following individual to the Local Historic District Commission (Fairfield Avenue):

Christopher H. Gauthier
One Taylor Street
Holyoke, MA 01040

Mr. Gauthier will serve a three-year term; said term will expire July 1, 2028.

Respectfully submitted,



Joshua A. Garcia, Mayor
JAG/pmo

CC: Mr. Christopher H. Gauthier
Aaron Vega, Director of Planning & Economic Development
Lauren Niles



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

RECEIVED

JUL 18 2025

Holyoke City Clerk's
Holyoke, MA

January 27, 2025

The Honorable City Council
City of Holyoke
Holyoke, MA 01040

Dear Council Members:

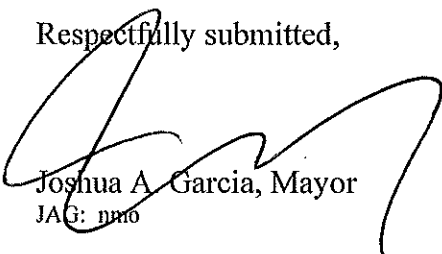
Subject to your approval, I hereby appoint the following individual to serve as member on the Library Board of Directors for the City of Holyoke:

Margaret (Maggie) Whitehead
160 Pearl Street
Holyoke, MA 01040

Ms. Whitehead will replace Ms. Blanchard and will serve for a three-year term; said term will expire in February 2028.

If you have any questions with regards to this matter, please do not hesitate to contact me at (413) 561-1600.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG: nmo

Cc: Margaret Whitehead
Maria Pagan



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

July 24, 2025

RECEIVED

JUL 24 2025

Holyoke City Clerk's
Holyoke, MA

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

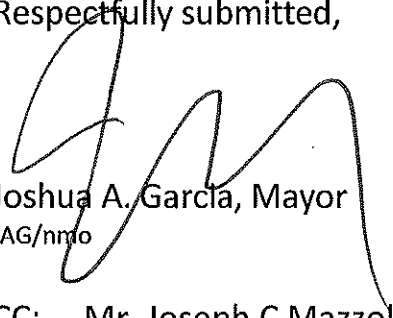
Dear Councilors,

Subject to your approval and in accordance with Chapter 18 Article III sec. 18-95, I hereby appoint the following individual to the Local Historic District Commission (Fairfield Avenue):

Joseph Charles Mazzola
332 Pleasant Street
Holyoke, MA 01040

Mr. Mazzola will serve a three-year term; said term will expire July 1, 2028.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG/nmo

CC: Mr. Joseph C Mazzola
Aaron Vega, Director of Planning & Economic Development
Lauren Niles



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

(Updated term letter)

July 17, 2025

RECEIVED

JUL 18 2025

Holyoke City Clerk's
Holyoke, MA

The Honorable City Council
City of Holyoke
Holyoke, MA 01040

Dear Council Members:

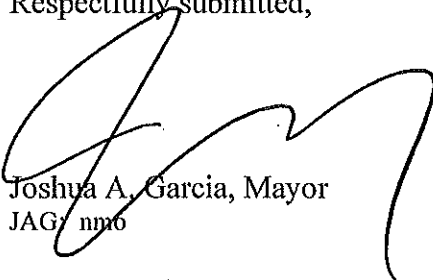
Subject to your approval, I hereby appoint the following individual to serve as member on the Library Board of Directors for the City of Holyoke:

Ms. Meghan Connolly
9 McMahon Drive
Holyoke, MA 01040

Ms. Connolly will replace Mr. Thomas Gilchrist and will serve the remainder of his term; said term will expire in **February 2027**.

If you have any questions with regards to this matter, please do not hesitate to contact me at (413) 561-1600.

Respectfully submitted,



Joshua A. Garcia, Mayor
JAG: nm6

Cc: Meghan Connolly
Maria Pagan



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

July 28, 2025

RECEIVED

JUL 28 2025

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

Holyoke City Clerk's
Holyoke, MA

Honorable Council Members:

Subject to your approval, I hereby appoint the following individual to serve as an
Alternate of the Historical Commission for the City of Holyoke:

Ms. Lauren Niles
40 Lexington Avenue
Holyoke, MA 01040

Ms. Niles will serve a three-year term; said term will expire on July 1, 2028.

Respectfully submitted,

Joshua A. Garcia, Mayor
JAG/nmo

CC: Christopher Gauthier
Lauren Niles
Aaron Vega

By

- [The Republican Editorials](#)

The following editorial is from the opinion page of The Republican newspaper in Springfield. It reflects views of the newspaper's leadership and not necessarily those of MassLive. Readers are invited to share their opinions by emailing to letters@repub.com.

This undeveloped land off Whiting Farms Road in Holyoke could become part of a development related to creating a new home for the International Volleyball Hall of Fame. At the lower center is the Holyoke Fire Department Station 5 at 33 Whiting Farms Road. To the right are homes on Gilman, Clark and South Martin streets in Holyoke. (Patrick Johnson / Special to The Republican)Staff

The story is an old one on Whiting Farms Road in Holyoke, where a few residents banded together this spring to resist a developer's proposal.

Residents want to save an urban forest. Developers appear to be willing to cut down enough trees and put up a new sports and volleyball complex that could attract tourists from around the globe.

But what's new in this dispute is the possibility of pragmatism on one side — and candor on the other.

The residents do not own a square foot of the 22.5-acre woods in question, which they call Elmwood Forest. Without ownership, the residents have little real power to object, other than the fact they share the neighborhood.

On the other side, the leaders of the USA International Sports Complex Group, as well as Holyoke city officials, have an opportunity to be open and transparent with residents who will see their neighborhood transformed if a sports complex is built.

Our proposal is simple. Residents accept they hold a losing hand. They should bargain for having the developers leave as many trees standing as possible, and perhaps appeal to have the developers fund tree-planting in other parts of the city.

The developers, Cesar Ruiz and Andrew Melendez, might receive some cooperation from neighbors, and in return would take bigger steps to reveal their plans to a local city councilor and to neighbors.

As it stands, residents are digging in, hoping that bad publicity plus zoning and planning regulations will deter the development. Determined residents have beaten back developers in Holyoke and other cities before. But winning an all-or-nothing battle is risky.

The residents' concerns are valid. Urban forests are valuable as carbon dioxide sponges, as shade providers absorbing heat and as wildlife corridors. Forests take up rain water, helping to prevent local flooding.

City officials, like Holyoke Mayor Joshua Garcia, have been telling residents the developers will present their plans in due time. That's true, but neighbors are asking questions right now.

There's no law against early transparency. Ruiz, the head of USA International, and Melendez, chief operating officer of the sports group, could easily hold a neighborhood meeting with the blessing of the Ward 3 City Councilor David K. Bartley.

In a statement, Melendez said his group will engage with residents when plans advance. "We appreciate the many spaces of natural resources and beauty in Holyoke," he said, "and will be vigilant in developing a project that is in harmony with that environment."

Bartley has criticized other Holyoke officials for not being open about the taking of nearly 8 acres of the woods off Whiting Farms Road. Why wouldn't city officials tell Bartley about a city land-taking in his ward?

The plan, if realized, would bring sports tourists to celebrate volleyball in the city where it was invented. Holyoke residents would also enjoy new volleyball, basketball and pickleball courts.

The developers should address neighborhood concerns by being more open than the process requires even at an early point.

As for residents, they must be honest about the cards they hold.



David Bartley <bartleyforward3@gmail.com>

Fwd: City can balance responsible development with community's quality of life

6 messages

Mark Chatel <markchatel70@gmail.com>

Fri, Jul 25, 2025 at 8:27 AM

To: David Bartley <bartleyforward3@gmail.com>

----- Forwarded message -----

From: **Mayor Joshua A. Garcia** <mayorsoffice@holyokey.org>

Date: Fri, Jul 25, 2025, 8:19 AM

Subject: City can balance responsible development with community's quality of life

To: <markchatel70@gmail.com>

[View this email in your browser](#)

City can balance responsible development with community's quality of life (Viewpoint)

I would like to clarify some points regarding the ongoing discussion about the vision on Whiting Farms Road, or somewhere within our borders, for developing a sports complex. First and foremost, I want to emphasize that no formal plans have been officially submitted to the City of Holyoke for review. As such, there are currently no site plans or proposals before the city that would require our review or approval.

Regarding concerns about transparency, I respectfully disagree with the suggestion that officials of our city, including me, have been uncooperative or closed. To date, we have only received information that has been publicly reported or shared informally. And although, personally, I am very excited to know a developer is interested to build such a sport complex within the borders of our city, rest assured that my commitment to the residents and the community is steadfast: I am dedicated to enforcing all applicable laws and regulations for any project that comes before us. We operate transparently and in accordance with proper procedures, and we always encourage developers and any investors to do the same.

It is important to note that once formal plans are submitted, they will undergo the appropriate site plan review process, which includes public notices and opportunities for community input so the developer can be inclusive in its design with the concerns of the community in mind. Until then, I remain committed to ensuring that all developments adhere to the legal standards and protections.

My goal continues to be balancing responsible development with the protection of our community's environment and quality of life. I appreciate the concerns I have heard to-date, and encourage the public to keep asking the right questions to better understand what's going on. But to assume the city is "uncooperative" and "not open" as Councilor David Bartley has stated is just simply not true. In fact, Councilor Bartley is the last guy to ever claim anyone is being uncooperative and not open...

As for my excitement with having a sports complex coming in Holyoke; this vision if it happens, it has the potential to elevate our city, strengthen our community, and put Holyoke on the map as a hub of sports, culture, and economic vitality. This isn't just about building a facility; it's about investing in our future. The sports complex will serve as a gathering place for residents, athletes, and visitors alike, fostering community pride and encouraging healthy, active lifestyles. Imagine our youth having access to top-tier amenities right in their hometown, inspiring the next generation of champions.

One of the most exciting aspects of this project is the plan to house the International Volleyball Hall of Fame within the complex. No, this does not mean that the sports complex will be tax-exempt. The sports complex will be a tax contributing business and the International Volleyball Hall of Fame will be tenants. Holyoke holds a special place in the history of volleyball — it was the birthplace of the global sport. Hosting the Hall of Fame at this potential new venue not only celebrates our heritage but also positions Holyoke as a destination for sports enthusiasts worldwide.

Beyond the cultural and community benefits, the economic impact will be profound. A new sports complex will attract tournaments, competitions, and visitors from across the region and beyond. This influx of visitors will support local businesses —from hotels and restaurants to retail shops — creating jobs, expanding our tax base, and boosting our economy. The mall and the kmart plaza can certainly use that kind of boost considering where the sports complex is looking to be built. It will also encourage regional collaboration, bringing together neighboring communities to come into our City and share in our success.

I recognize those who have been advocating against this understands the potential positive impact it will have in the city but is concerned to the impact of their quality of life as next door neighbors. I am confident there will be opportunities to discuss in the attempt to mitigate those concerns as much as possible when the time is right, and to my understanding, the developers already have been taking steps to achieve this.

I also recognize that the support from the public has been tremendous! People have been talking about this idea from every corner of the city since I was a kid and now that there is some potential, people are even more excited. Like every project that comes through this city, there will be skeptics and resistance, and that's ok - that's what community development is all about. It's all about neighbors working and learning together to build their community. The guiding light for residents as they navigate the process on any project are the laws, including Mass General Laws, Zoning Laws, Local Ordinances, etc. The laws are our shared commitments as neighbors and as Mayor, I operate within those parameters to protect the public during the pursuit of improving the city.

With that said, I welcome the sharing of the concerns just as much as I welcome the sharing of peoples excitement. I do urge the developer of the sports complex, or any developer of any project for that matter, to engage proactively with residents, especially when plans are ready for review, to foster transparency and get closer to a mutual understanding for a good outcome.

I know that together, we can transform Holyoke into a vibrant, thriving city recognized not only for its rich history but also for its bright future and how it will contribute to the fabric of Western Massachusetts.

Joshua A. Garcia, Mayor



#ItsTimeForHolyoke



**THE CITY OF HOLYOKE
OFFICE OF THE MAYOR**

City Hall mailing address:
536 Dwight Street
Holyoke, MA 01040

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City of Holyoke,
Massachusetts

Birthplace of Volleyball

Brenna Leary <learyb@holyoke.org>

Fw: Joint Committee Agenda

Kevin A. Jourdain <kevin.jourdain@verizon.net>

Fri, Jul 25, 2025 at 12:26 PM

Reply-To: "Kevin A. Jourdain" <kevin.jourdain@verizon.net>

To: Jeffrey Anderson-Burgos <anderson-burgosj@holyoke.org>, Brenna Leary <learyb@holyoke.org>

Please add as communication to city council for referral for our meeting coming up.

Thank you

Sent from AOL on Android

----- Forwarded Message -----

From: "whelihan4holyoke@comcast.net" <whelihan4holyoke@comcast.net>

To: "Kevin Jourdain" <Kevin.Jourdain@verizon.net>

Sent: Fri, Jul 25, 2025 at 7:05 AM

Subject: Joint Committee Agenda

Hi Kevin,

I only have one item to add to the Joint Committee agenda:

"Request that the acting Superintendent and representative of the Holyoke Police Department discuss school recourse officers for the new

Peck Middle School" This order was referred from the May 12 full school committee meeting

I informed Mr. Collamore of the meeting date. Do you have a time for the meeting?

Let me know if you have any questions.

Stay cool

Thanks,

Jay

CITY OF HOLYOKE

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
0000									
2 EXPENSES									
10002 59720	TRANS. TO SPECIAL R	0	24,000	24,000	24,000.00	.00	.00	100.0%	
10002 59750	TRANS. TO TRUST/AGE	0	5,000	5,000	5,000.00	.00	.00	100.0%	
10002 59753	TRANS. TO DENTAL IN	0	315,000	315,000	485,916.93	.00	-170,916.93	154.3%	
10002 59760	TRANS. TO STABILIZA	0	266,775	266,775	266,775.00	.00	.00	100.0%	
10002 59780	TRANS. TO OPIOID RE	0	427,347	427,347	427,347.00	.00	.00	100.0%	
10002 59790	TRANS TO HEALTH INS	0	12,444,860	12,444,860	12,127,016.65	.00	317,843.35	97.4%	
TOTAL EXPENSES		0	13,482,982	13,482,982	13,336,055.58	.00	146,926.42	98.9%	
TOTAL		0	13,482,982	13,482,982	13,336,055.58	.00	146,926.42	98.9%	
1120 CITY COUNCIL									
1 PERSONAL SERVICES									
11121 51201	PAY-CITY COUNCILORS	131,000	0	131,000	130,999.56	.00	.44	100.0%	
11121 51203	PAY-CLERK OF CITY C	4,000	0	4,000	3,999.96	.00	.04	100.0%	
TOTAL PERSONAL SERVICES		135,000	0	135,000	134,999.52	.00	.48	100.0%	
2 EXPENSES									
11122 53010	PROFESSIONAL SERVIC	150	890	1,040	1,039.90	.00	.10	100.0%	
11122 53190	EDUCATION & TRAININ	3,750	-1,990	1,760	1,755.00	5.00	.00	100.0%	
11122 53430	ADVERTISING	2,000	0	2,000	392.58	.00	1,607.42	19.6%	
11122 57100	IN-STATE TRAVEL	2,500	1,995	4,495	4,279.56	.00	215.44	95.2%	
TOTAL EXPENSES		8,400	895	9,295	7,467.04	5.00	1,822.96	80.4%	
TOTAL CITY COUNCIL		143,400	895	144,295	142,466.56	5.00	1,823.44	98.7%	
1210 MAYOR									
1 PERSONAL SERVICES									

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11211 51101 PAY-MAYOR	100,000	0	100,000	100,384.52	.00	-384.52	100.4%	
11211 51102 PAY-EXECUTIVE ASSIS	53,356	0	53,356	53,431.35	.00	-75.35	100.1%	
11211 51103 PAY-AIDE TO MAYOR	47,110	0	47,110	47,176.60	.00	-66.60	100.1%	
11211 51104 PAY-CHIEF ADMIN FIN	150,000	-35,000	115,000	.00	.00	115,000.00	.0%	
11211 51400 PAY-LONGEVITY	675	0	675	675.00	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	351,141	-35,000	316,141	201,667.47	.00	114,473.53	63.8%	
2 EXPENSES								
11212 53009 CONTRACTED SERVICES	0	131,728	131,728	62,200.78	69,526.77	.00	100.0%	
11212 53190 EDUCATION & TRAININ	1,700	-597	1,103	330.00	.00	772.90	29.9%	
11212 54200 OFFICE & PROF. SUPP	250	1,195	1,445	780.00	.00	665.00	54.0%	
11212 57100 IN-STATE TRAVEL	600	170	770	770.44	.00	.00	100.0%	
11212 57300 DUES & SUBSCRIPTION	12,225	400	12,625	8,749.50	.00	3,875.50	69.3%	
11212 57800 VIP RECEPTION(CH40/	1,000	-168	832	831.66	.00	.00	100.0%	
TOTAL EXPENSES	15,775	132,728	148,503	73,662.38	69,526.77	5,313.40	96.4%	
TOTAL MAYOR	366,916	97,728	464,644	275,329.85	69,526.77	119,786.93	74.2%	
1350 CITY AUDITOR								
1 PERSONAL SERVICES								
11351 51101 PAY-AUDITOR	89,352	0	89,352	89,478.40	.00	-126.40	100.1%	
11351 51103 PAY-PROFESSIONAL AC	76,916	0	76,916	77,024.85	.00	-108.85	100.1%	
11351 51106 PAY-PROF ACCOUNTANT	70,409	-32,334	38,075	.00	.00	38,075.43	.0%	
11351 51107 PAY-ASSISTANT ACCOU	56,842	0	56,842	56,841.97	.00	.03	100.0%	
TOTAL PERSONAL SERVICES	293,519	-32,334	261,185	223,345.22	.00	37,840.21	85.5%	
2 EXPENSES								
11352 53010 PROFESSIONAL ACCT/A	116,000	26,500	142,500	30,500.00	111,000.00	1,000.00	99.3%	
11352 53030 PRINT/BIND/MICROFIL	400	0	400	98.35	.00	301.65	24.6%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11352 53190 EDUCATION & TRAININ	440	485	925	925.00	.00	.00	100.0%
11352 54200 OFFICE & PROF. SUPP	250	106	356	258.02	95.25	2.48	99.3%
11352 57100 IN-STATE TRAVEL	600	-575	25	.00	.00	25.00	.0%
11352 57300 DUES & SUBSCRIPTION	90	90	180	180.00	.00	.00	100.0%
TOTAL EXPENSES	117,780	26,606	144,386	31,961.37	111,095.25	1,329.13	99.1%
TOTAL CITY AUDITOR	411,299	-5,728	405,571	255,306.59	111,095.25	39,169.34	90.3%

1380 PROCUREMENT

1 PERSONAL SERVICES

11381 51101 PAY-CHIEF PROCUREME	76,000	0	76,000	75,046.83	.00	953.17	98.7%
11381 51102 PAY-ASSISTANT C.P.O	67,000	-42,896	24,104	3,850.57	.00	20,253.70	16.0%
11381 51105 PAY-ACCTS. PAY. SPE	52,146	-1,081	51,065	51,195.34	.00	-130.47	100.3%
11381 51500 PAY-VACATION BUYBAC	0	2,916	2,916	2,916.46	.00	.00	100.0%
11381 51510 PAY-SICK LEAVE BUYB	0	2,979	2,979	2,979.27	.00	.00	100.0%
11381 51530 PAY-FAMILY & MEDICA	0	1,081	1,081	1,901.53	.00	-820.40	175.9%
TOTAL PERSONAL SERVICES	195,146	-37,000	158,146	137,890.00	.00	20,256.00	87.2%

2 EXPENSES

11382 52440 LEASE AGREEMENTS CO	51,000	-1,705	49,295	48,519.14	776.17	.00	100.0%
11382 53010 PROFESSIONAL SERVIC	0	32,396	32,396	32,298.40	98.00	.00	100.0%
11382 53190 EDUCATION & TRAININ	500	-500	0	.00	.00	.00	.0%
11382 53410 TELEPHONE USAGE CHA	93,000	2,147	95,147	83,734.13	9,964.32	1,448.80	98.5%
11382 53430 ADVERTISING	5,000	1,110	6,110	3,765.27	844.80	1,500.17	75.4%
11382 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
11382 54205 CENTRAL OFFICE SUPP	18,640	-804	17,836	10,199.59	5,882.80	1,753.61	90.2%
11382 57100 IN-STATE TRAVEL	500	585	1,085	969.90	114.35	.75	99.9%
11382 57300 DUES & SUBSCRIPTION	600	0	600	350.00	.00	250.00	58.3%
11382 57400 INSURANCE	250	0	250	.00	.00	250.00	.0%
TOTAL EXPENSES	169,740	33,230	202,970	179,836.43	17,680.44	5,453.33	97.3%
TOTAL PROCUREMENT	364,886	-3,770	361,116	317,726.43	17,680.44	25,709.33	92.9%

1410 ASSESSORS

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11411 51101 PAY-ASSESSOR	65,000	-3,111	61,889	53,076.88	.00	8,811.87	85.8%
11411 51102 PAY-ASSISTANT ASSES	56,711	-2,491	54,220	45,830.56	.00	8,389.48	84.5%
11411 51105 PAY-CHIEF ASSESS/AP	86,700	0	86,700	86,822.65	.00	-122.65	100.1%
11411 51125 PAY-ADMINISTRATIVE	43,118	-1,214	41,904	18,172.00	.00	23,732.25	43.4%
11411 51400 PAY-LONGEVITY	1,950	0	1,950	1,950.00	.00	.00	100.0%
11411 51500 PAY-VACATION BUYBAC	0	2,971	2,971	2,970.68	.00	.00	100.0%
11411 51510 PAY-SICK LEAVE BUYB	0	1,354	1,354	1,354.32	.00	.00	100.0%
11411 51530 PAY-FAMILY & MEDICA	0	2,491	2,491	2,490.96	.00	.00	100.0%
11411 51910 PAY-CERTIFICATION S	1,000	0	1,000	999.96	.00	.04	100.0%
TOTAL PERSONAL SERVICES	254,479	0	254,479	213,668.01	.00	40,810.99	84.0%

2 EXPENSES

11412 53010 PROF. ASSESSMENT SE	42,500	0	42,500	40,500.00	.00	2,000.00	95.3%
11412 53190 EDUCATION & TRAININ	2,900	-690	2,210	2,090.00	.00	120.00	94.6%
11412 54200 OFFICE & PROF. SUPP	250	0	250	191.64	.00	58.36	76.7%
11412 57100 IN-STATE TRAVEL	1,750	797	2,547	2,445.07	.00	102.13	96.0%
11412 57300 DUES & SUBSCRIPTION	360	0	360	285.00	.00	75.00	79.2%
TOTAL EXPENSES	47,760	107	47,867	45,511.71	.00	2,355.49	95.1%
TOTAL ASSESSORS	302,239	107	302,346	259,179.72	.00	43,166.48	85.7%

1450 CITY TREASURER

1 PERSONAL SERVICES

11451 51101 PAY-TREASURER	85,000	0	85,000	85,326.91	.00	-326.91	100.4%
11451 51102 PAY-ASSISTANT TREAS	56,702	0	56,702	56,765.15	.00	-63.15	100.1%
11451 51125 PAY-ADMINISTRATIVE	40,029	-16,000	24,029	20,222.93	.00	3,806.07	84.2%
11451 51131 PAY-SR PAYROLL SPEC	59,670	0	59,670	59,669.82	.00	.18	100.0%
11451 51132 PAY-PAYROLL SPECIAL	44,470	-9,000	35,470	31,313.41	.00	4,156.59	88.3%
11451 51300 PAY-OVERTIME	1,000	0	1,000	3,610.66	.00	-2,610.66	361.1%
TOTAL PERSONAL SERVICES	286,871	-25,000	261,871	256,908.88	.00	4,962.12	98.1%

2 EXPENSES

11452 52400 R & M - OFFICE EQUI	2,500	-1,500	1,000	597.78	.00	402.22	59.8%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11452 53010 PROFESSIONAL SERVIC	10,000	85,136	95,136	65,090.72	30,045.36	.00	100.0%
11452 53030 PRINT/BIND/MICROFIL	5,000	-3,348	1,652	1,651.85	.00	.15	100.0%
11452 53040 BORROWING CERTIFICA	5,000	14,769	19,769	14,769.31	.00	5,000.00	74.7%
11452 53050 LAND COURT FILINGS	80,000	10,500	90,500	66,671.40	15,619.85	8,208.75	90.9%
11452 53055 REGISTER OF DEEDS F	6,000	-4,000	2,000	1,995.00	.00	5.00	99.8%
11452 53060 BANKING SERVICES	35,000	-32,582	2,418	.00	.00	2,418.00	.0%
11452 53100 FSA ADMINISTRATION	25,000	-20,000	5,000	45.36	.00	4,954.64	.9%
11452 53190 EDUCATION & TRAININ	2,125	2,500	4,625	4,426.64	.00	198.36	95.7%
11452 53420 POSTAGE	70,000	43,142	113,142	73,051.29	40,090.37	.34	100.0%
11452 54200 OFFICE & PROF. SUPP	250	789	1,039	87.53	950.82	.65	99.9%
11452 55820 DATA PROCESSING-PAY	2,000	-2,000	0	.00	.00	.00	.0%
11452 56000 TAX LIABILITY/PENAL	1,000	0	1,000	.00	.00	1,000.00	.0%
11452 57100 IN-STATE TRAVEL	1,000	-1,000	0	.00	.00	.00	.0%
11452 57300 DUES & SUBSCRIPTION	500	0	500	179.91	.00	320.09	36.0%
11452 57400 SURETY BOND	1,200	0	1,200	866.00	.00	334.00	72.2%
TOTAL EXPENSES	246,575	92,406	338,981	229,432.79	86,706.40	22,842.20	93.3%
TOTAL CITY TREASURER	533,446	67,406	600,852	486,341.67	86,706.40	27,804.32	95.4%

1460 TAX COLLECTOR

1 PERSONAL SERVICES

11461 51101 PAY-TAX COLLECTOR	86,700	0	86,700	77,752.53	.00	8,947.47	89.7%
11461 51106 PAY-SR DEPUTY TAX C	59,670	0	59,670	59,669.82	.00	.18	100.0%
11461 51107 PAY-REVENUE COLLECT	0	21,844	21,844	21,335.64	.00	507.93	97.7%
11461 51125 PAY-ADMINISTRATIVE	42,740	-21,844	20,896	11,941.61	.00	8,954.82	57.1%
11461 51400 PAY-LONGEVITY	900	0	900	900.00	.00	.00	100.0%
11461 51530 PAY-FAMILY & MEDICA	0	0	0	3,601.39	.00	-3,601.39	100.0%
TOTAL PERSONAL SERVICES	190,010	0	190,010	175,200.99	.00	14,809.01	92.2%

2 EXPENSES

11462 53010 TAX TITLE CERTIFICA	13,075	0	13,075	10,500.00	.00	2,575.00	80.3%
11462 53085 DEPUTY COLLECTOR SE	0	13,970	13,970	6,583.00	12,892.00	-5,505.00	139.4%
11462 53100 OTHER CONTRACT SERV	3,000	6,970	9,970	9,970.00	.00	.00	100.0%
11462 53190 EDUCATION & TRAININ	875	0	875	368.52	.00	506.48	42.1%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11462 53430	ADVERTISING	8,000	-8,000	0	.00	.00	.00	.0%
11462 54200	OFFICE & PROF. SUPP	250	211	461	444.65	.00	16.24	96.5%
11462 54210	PARKING TICKETS	1,700	449	2,149	2,149.11	.00	.00	100.0%
11462 57100	IN-STATE TRAVEL	1,000	400	1,400	1,299.54	.00	100.46	92.8%
11462 57300	DUES & SUBSCRIPTION	140	0	140	140.00	.00	.00	100.0%
11462 57400	INSURANCE	800	-30	770	770.00	.00	.00	100.0%
TOTAL EXPENSES		28,840	13,970	42,810	32,224.82	12,892.00	-2,306.82	105.4%
TOTAL TAX COLLECTOR		218,850	13,970	232,820	207,425.81	12,892.00	12,502.19	94.6%

1510 CITY SOLICITOR

1 PERSONAL SERVICES

11511 51101	PAY-SOLICITOR	104,040	0	104,040	104,187.27	.00	-147.27	100.1%
11511 51102	PAY-ASSISTANT SOLIC	175,440	0	175,440	175,688.34	.00	-248.34	100.1%
11511 51108	PAY-PARALEGAL	53,145	0	53,145	53,349.45	.00	-204.45	100.4%
11511 51201	PAY-PT ASSISTANT SO	83,656	-83,656	0	78,697.50	.00	-78,697.50	100.0%
11511 51202	PAY-PT ASSOCIATE SO	0	83,656	83,656	.00	.00	83,656.00	.0%
TOTAL PERSONAL SERVICES		416,281	0	416,281	411,922.56	.00	4,358.44	99.0%

2 EXPENSES

11512 52400	R & M - OFFICE EQUI	765	-765	0	.00	.00	.00	.0%
11512 53006	PROFESSIONAL SERVIC	20,000	14,485	34,485	34,477.10	.00	8.12	100.0%
11512 53010	SPECIAL COUNSEL SER	120,000	12,938	132,938	118,998.28	13,939.64	.22	100.0%
11512 53190	EDUCATION & TRAININ	510	-245	265	265.00	.00	.00	100.0%
11512 54200	OFFICE & PROF. SUPP	250	1,474	1,724	1,464.22	.00	260.17	84.9%
11512 57100	IN-STATE TRAVEL	1,770	-472	1,298	1,297.81	.00	.00	100.0%
11512 57300	DUES & SUBSCRIPTION	7,038	-1,440	5,598	5,598.37	.00	.00	100.0%
11512 57600	LITIGATION	9,180	-3,457	5,723	5,612.18	42.76	67.82	98.8%
TOTAL EXPENSES		159,513	22,519	182,032	167,712.96	13,982.40	336.33	99.8%
TOTAL CITY SOLICITOR		575,794	22,519	598,313	579,635.52	13,982.40	4,694.77	99.2%

1520 PERSONNEL ADMINISTRATION

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11521 51101 PAY-PERSON. ADMINIS	89,352	0	89,352	89,478.39	.00	-126.39	100.1%
11521 51102 PAY-PERSONNEL ASSIS	111,241	-11,235	100,006	99,271.10	.00	734.90	99.3%
11521 51104 PAY-HEAD ADMINISTRA	40,800	-10,000	30,800	14,898.37	.00	15,901.63	48.4%
11521 51201 PAY-LABOR SERV. DIR	1,050	0	1,050	1,049.88	.00	.12	100.0%
11521 51250 TEMPORARY/SEASONAL	0	9,555	9,555	9,539.25	.00	15.81	99.8%
11521 51400 PAY-LONGEVITY	1,000	0	1,000	1,000.00	.00	.00	100.0%
11521 51500 PAY-VACATION BUYBAC	0	430	430	429.89	.00	.00	100.0%
11521 51510 PAY-SICK LEAVE BUYB	0	15	15	15.05	.00	.00	100.0%
TOTAL PERSONAL SERVICES	243,443	-11,235	232,208	215,681.93	.00	16,526.07	92.9%

2 EXPENSES

11522 52400 R & M - OFFICE EQUI	2,500	0	2,500	2,114.42	.00	385.58	84.6%
11522 53009 CONTRACTED PROF. SE	0	23,782	23,782	23,781.75	.00	.00	100.0%
11522 53010 PROF.SERV.-EMPLOYEE	1,450	-199	1,251	555.00	.00	696.24	44.4%
11522 53011 PROF.SERV.-EMPLOYEE	13,000	0	13,000	11,871.96	.00	1,128.04	91.3%
11522 53190 EDUCATION & TRAININ	2,500	969	3,469	3,468.76	.00	.00	100.0%
11522 53430 ADVERTISING	3,000	1,059	4,059	3,283.80	.00	775.00	80.9%
11522 54200 OFFICE & PROF. SUPP	250	0	250	246.22	.00	3.78	98.5%
11522 57100 IN-STATE TRAVEL	1,000	45	1,045	900.00	.00	145.00	86.1%
11522 57300 DUES & SUBSCRIPTION	600	0	600	599.00	.00	1.00	99.8%
TOTAL EXPENSES	24,300	25,656	49,956	46,820.91	.00	3,134.64	93.7%
TOTAL PERSONNEL ADMINISTRATION	267,743	14,421	282,164	262,502.84	.00	19,660.71	93.0%

1550 DATA PROCESSING

2 EXPENSES

11552 53010 PROFESSIONAL CONSUL	350,931	50,000	400,931	400,931.00	.00	.00	100.0%
11552 53100 SOFTWARE LICENSE/US	330,620	4,296	334,916	291,307.64	40,353.00	3,255.57	99.0%
11552 53180 SYSTEM HARD/SOFTWARE	90,000	-20,000	70,000	20,558.28	48,743.43	698.29	99.0%
TOTAL EXPENSES	771,551	34,296	805,847	712,796.92	89,096.43	3,953.86	99.5%
TOTAL DATA PROCESSING	771,551	34,296	805,847	712,796.92	89,096.43	3,953.86	99.5%

1570 ADMIN. ASSIST. TO CITY COUNCIL

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
1 PERSONAL SERVICES								
11571 51101 PAY-ADMIN.ASSIST.TO	50,000	0	50,000	50,070.80	.00	-70.80	100.1%	
TOTAL PERSONAL SERVICES	50,000	0	50,000	50,070.80	.00	-70.80	100.1%	
2 EXPENSES								
11572 54200 OFFICE & PROF. SUPP	250	0	250	160.75	80.56	8.69	96.5%	
TOTAL EXPENSES	250	0	250	160.75	80.56	8.69	96.5%	
TOTAL ADMIN. ASSIST. TO CITY COUNCIL	50,250	0	50,250	50,231.55	80.56	-62.11	100.1%	
1610 CITY CLERK								
1 PERSONAL SERVICES								
11611 51101 PAY-CLERK	85,000	0	85,000	85,326.91	.00	-326.91	100.4%	
11611 51102 PAY-ASSISTANT CLERK	57,120	0	57,120	57,200.83	.00	-80.83	100.1%	
11611 51105 PAY-2ND ASSISTANT C	53,180	0	53,180	53,179.56	.00	.44	100.0%	
11611 51125 PAY-ADMINISTRATIVE	41,297	0	41,297	40,193.44	.00	1,103.56	97.3%	
11611 51126 PAY-SR ADMINISTRATI	46,476	0	46,476	46,526.34	.00	-50.34	100.1%	
11611 51210 ELECTION OFFICERS	38,000	21,000	59,000	32,042.47	.00	26,957.53	54.3%	
11611 51240 PAY-TEMPORARY/SEASO	650	0	650	.00	.00	650.00	.0%	
11611 51250 PAY-EXTRA CLERICAL	2,000	0	2,000	1,600.00	.00	400.00	80.0%	
11611 51300 PAY-OVERTIME	7,000	0	7,000	6,183.65	.00	816.35	88.3%	
11611 51400 PAY-LONGEVITY	675	0	675	675.00	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	331,398	21,000	352,398	322,928.20	.00	29,469.80	91.6%	
2 EXPENSES								
11612 52400 R & M - OFFICE EQUI	1,000	0	1,000	611.85	.00	388.15	61.2%	
11612 52420 R & M - OTHER	4,200	1,000	5,200	5,081.99	.00	118.01	97.7%	
11612 52700 EQUIPMENT/BLDG. REN	1,800	1,300	3,100	-10,036.96	6,160.00	6,976.96	-125.1%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11612 53010 RECORDS RETENTION	2,000	0	2,000	1,822.38	.00	177.62	91.1%	
11612 53020 ORDINANCE CODIFICAT	6,000	-800	5,200	5,134.56	.00	65.44	98.7%	
11612 53030 PRINT/BIND/MICROFIL	10,000	6,034	16,034	15,408.96	.00	624.69	96.1%	
11612 53100 OTHER SERVICES	2,000	-500	1,500	1,439.60	.00	60.40	96.0%	
11612 53190 EDUCATION & TRAININ	500	0	500	265.00	.00	235.00	53.0%	
11612 53410 TELEPHONE USAGE CHA	2,500	-1,600	900	.00	.00	900.00	.0%	
11612 53420 POSTAGE	12,000	1,402	13,402	11,315.07	.00	2,086.61	84.4%	
11612 53430 ADVERTISING	300	-150	150	.00	.00	150.00	.0%	
11612 54200 OFFICE & PROF. SUPP	250	1,913	2,163	1,977.09	.00	185.91	91.4%	
11612 57100 IN-STATE TRAVEL	1,250	0	1,250	845.67	.00	404.33	67.7%	
11612 57300 DUES & SUBSCRIPTION	550	0	550	410.00	.00	140.00	74.5%	
11612 57303 ANIMAL SYSTEM MODUL	3,000	1,000	4,000	1,687.75	1,006.00	1,306.25	67.3%	
TOTAL EXPENSES	47,350	9,598	56,948	35,962.96	7,166.00	13,819.37	75.7%	
TOTAL CITY CLERK	378,748	30,598	409,346	358,891.16	7,166.00	43,289.17	89.4%	
1630 VOTER REGISTRATION								
1 PERSONAL SERVICES								
11631 51103 PAY-ASSIST. REGISTR	54,061	0	54,061	53,025.28	.00	1,035.72	98.1%	
11631 51201 PAY-REGISTRAR COMMI	5,025	0	5,025	5,025.28	.00	-.28	100.0%	
11631 51250 PAY-TEMPORARY/SEASO	5,000	0	5,000	2,160.00	.00	2,840.00	43.2%	
11631 51300 PAY-OVERTIME	2,000	0	2,000	1,997.34	.00	2.66	99.9%	
TOTAL PERSONAL SERVICES	66,086	0	66,086	62,207.90	.00	3,878.10	94.1%	
2 EXPENSES								
11632 53020 CENSUS	8,000	1,598	9,598	9,551.77	.00	46.55	99.5%	
11632 53420 POSTAGE	500	0	500	.00	.00	500.00	.0%	
TOTAL EXPENSES	8,500	1,598	10,098	9,551.77	.00	546.55	94.6%	
TOTAL VOTER REGISTRATION	74,586	1,598	76,184	71,759.67	.00	4,424.65	94.2%	

1710 CONSERVATION

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11711 51101 PAY-CONSERVATION OF	75,000	3,030	78,030	78,239.88	.00	-209.88	100.3%
11711 51127 PAY - ADMIN ASSISTA	25,000	0	25,000	24,439.39	.00	560.61	97.8%
11711 51850 PAY-AUTO ALLOWANCE	2,820	0	2,820	2,820.00	.00	.00	100.0%
TOTAL PERSONAL SERVICES	102,820	3,030	105,850	105,499.27	.00	350.73	99.7%
2 EXPENSES							
11712 53010 PROFESSIONAL SERVIC	50	0	50	50.00	.00	.00	100.0%
11712 53020 CT RIVER CHANNEL MA	3,500	0	3,500	.00	.00	3,500.00	.0%
11712 53100 CONSERVATION RESTRI	500	-500	0	.00	.00	.00	.0%
11712 53190 EDUCATION & TRAININ	700	65	765	715.00	.00	50.00	93.5%
11712 53430 ADVERTISING	50	300	350	343.95	.00	6.05	98.3%
11712 54200 OFFICE & PROF. SUPP	250	-100	150	.00	.00	150.00	.0%
11712 57100 IN-STATE TRAVEL	100	0	100	79.99	.00	20.01	80.0%
11712 57300 DUES & SUBSCRIPTION	300	235	535	534.27	.00	.73	99.9%
TOTAL EXPENSES	5,450	0	5,450	1,723.21	.00	3,726.79	31.6%
TOTAL CONSERVATION	108,270	3,030	111,300	107,222.48	.00	4,077.52	96.3%
1750 CITY PLANNING							
1 PERSONAL SERVICES							
11751 51101 PAY- DIRECTOR	88,756	0	88,756	88,881.45	.00	-125.45	100.1%
11751 51102 PAY-ASST DIR ECON D	75,000	4,560	79,560	81,259.66	.00	-1,699.66	102.1%
11751 51105 PAY-SR. PROJ MANAGE	55,000	2,222	57,222	56,090.23	.00	1,131.77	98.0%
11751 51106 PAY-PLANNER I	50,000	44,648	94,648	70,073.79	.00	24,573.99	74.0%
11751 51108 PAY-ASST DIRECTOR P	75,000	4,560	79,560	81,259.66	.00	-1,699.66	102.1%
11751 51109 PAY-SR. PLANNER	58,500	-58,500	0	.00	.00	.00	.0%
11751 51112 PAY-LICENSING AGENT	0	34,152	34,152	34,500.06	.00	-348.06	101.0%
11751 51125 PAY-ADMINISTRATIVE	44,456	0	44,456	44,455.74	.00	.26	100.0%
11751 51128 PAY - LICENSE CLERK	43,397	-29,152	14,245	14,244.30	.00	.70	100.0%
11751 51129 PAY - ECONOMIC DEV	43,739	0	43,739	43,396.50	.00	342.50	99.2%
11751 51201 PAY-LICENSE COMMISS	2,800	0	2,800	2,724.96	.00	75.04	97.3%
11751 51300 PAY-OVERTIME	4,500	0	4,500	4,279.94	.00	220.06	95.1%
11751 51400 PAY-LONGEVITY	2,400	0	2,400	2,400.00	.00	.00	100.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11751 51500 PAY-VACATION BUYBAC	0	2,423	2,423	2,422.73	.00	.00	100.0%	
11751 51510 PAY-SICK LEAVE BUYB	0	87	87	87.49	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	543,548	5,000	548,548	526,076.51	.00	22,471.49	95.9%	
2 EXPENSES								
11752 53010 OTHER CONTRACTED SE	13,000	10,712	23,712	12,496.15	1,085.00	10,130.85	57.3%	
11752 53020 PARCEL MAPPING SERV	10,000	2,230	12,230	11,040.00	.00	1,190.00	90.3%	
11752 53030 PRINT/BIND/MICROFIL	250	0	250	.00	.00	250.00	.0%	
11752 53166 HISTORIC PROGRAM CO	400	35,000	35,400	2,416.09	32,583.91	400.00	98.9%	
11752 53190 EDUCATION & TRAININ	4,250	40	4,290	2,963.00	1,090.00	237.00	94.5%	
11752 53430 ADVERTISING	800	101	901	558.00	101.25	242.00	73.1%	
11752 54200 OFFICE & PROF. SUPP	250	1,000	1,250	1,173.56	.00	76.44	93.9%	
11752 56900 PIONEER VALLEY PLAN	7,156	0	7,156	7,155.48	.00	.52	100.0%	
11752 57100 IN-STATE TRAVEL	2,000	0	2,000	701.17	.00	1,298.83	35.1%	
11752 57300 DUES & SUBSCRIPTION	400	145	545	294.67	.00	250.33	54.1%	
11752 57615 DEP COMPLIANCE FEES	1,000	0	1,000	980.00	.00	20.00	98.0%	
TOTAL EXPENSES	39,506	49,228	88,734	39,778.12	34,860.16	14,095.97	84.1%	
TOTAL CITY PLANNING	583,054	54,228	637,282	565,854.63	34,860.16	36,567.46	94.3%	
2100 POLICE								
1 PERSONAL SERVICES								
12101 51101 PAY-POLICE CHIEF	147,000	5,000	152,000	152,291.71	.00	-291.71	100.2%	
12101 51103 PAY-POLICE CAPTAIN	499,188	-83,697	415,491	397,030.81	.00	18,459.70	95.6%	
12101 51104 PAY-POLICE LIEUTENA	860,451	-31,731	828,720	778,134.09	.00	50,585.81	93.9%	
12101 51105 PAY-POLICE SERGEANT	1,396,755	-250,753	1,146,002	1,016,490.56	.00	129,511.41	88.7%	
12101 51107 PAY-PATROL OFFICERS	6,574,427	-1,491,758	5,082,669	5,153,042.71	.00	-70,373.63	101.4%	
12101 51109 PAY-POLICE RESERVES	70,000	-5,000	65,000	47,916.00	.00	17,084.00	73.7%	
12101 51110 PAY-SENIOR CLERK/TY	451,227	4,974	456,201	411,733.48	.00	44,467.52	90.3%	
12101 51117 PAY- E-911 DISPATCH	583,364	-277,546	305,818	289,114.87	.00	16,703.13	94.5%	
12101 51118 PAY-ADMIN.ASST.TO P	45,382	0	45,382	45,620.67	.00	-238.67	100.5%	
12101 51120 PAY-BLDG. MAINTENAN	48,254	0	48,254	46,220.00	.00	2,034.00	95.8%	
12101 51123 PAY-BOOKKEEPER	67,818	0	67,818	65,002.14	.00	2,815.86	95.8%	
12101 51132 PAY-CRIME ANALYST	70,407	0	70,407	43,213.29	.00	27,193.71	61.4%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12101 51180 PAY-INJURED ON DUTY	0	641,734	641,734	681,942.31	.00	-40,208.63	106.3%
12101 51201 PAY-MATRONS	3,500	0	3,500	1,363.50	.00	2,136.50	39.0%
12101 51203 PAY-E-911 DISPATCH	10,000	-10,000	0	.00	.00	.00	.0%
12101 51204 PAY-SR. CLERK (PT)	7,494	0	7,494	5,708.69	.00	1,785.31	76.2%
12101 51300 PAY-OVERTIME	300,000	900,000	1,200,000	1,080,294.74	.00	119,705.26	90.0%
12101 51320 PARADE OVERTIME	65,000	0	65,000	56,886.68	.00	8,113.32	87.5%
12101 51321 SPECIAL EVENTS - OV	50,000	0	50,000	50,578.75	.00	-578.75	101.2%
12101 51322 ELECTIONS OVERTIME	20,000	0	20,000	19,438.84	.00	561.16	97.2%
12101 51323 SNOW/OTHER OVERTIME	8,000	198	8,198	8,197.89	.00	.00	100.0%
12101 51400 PAY-LONGEVITY	140,600	0	140,600	140,558.02	.00	41.98	100.0%
12101 51410 PAY-HOLIDAY BONUS	50,000	5,230	55,230	55,230.00	.00	.00	100.0%
12101 51440 PAY-SICK LEAVE BONU	55,000	20,608	75,608	75,607.89	.00	.00	100.0%
12101 51500 PAY-VACATION BUYBAC	95,000	10,533	105,533	105,533.13	.00	.00	100.0%
12101 51505 PAY-TIME OWED BUYBA	115,900	8,251	124,151	129,388.81	.00	-5,237.80	104.2%
12101 51510 PAY-SICK LEAVE BUYB	400,000	81,730	481,730	481,712.46	.00	17.05	100.0%
12101 51520 PAY-HOLIDAY DIFFERE	430,000	-7,730	422,270	422,068.44	.00	201.56	100.0%
12101 51530 PAY-FAMILY & MEDICA	0	49,181	49,181	50,971.86	.00	-1,790.70	103.6%
12101 51590 PAY-COURT APPEARANC	60,000	0	60,000	60,136.41	.00	-136.41	100.2%
12101 51830 PAY-CLOTHING ALLOW/	2,700	2,450	5,150	5,150.00	.00	.00	100.0%
12101 51900 PAY-IN-SERVICE TRAI	89,292	-16,342	72,950	72,440.19	.00	509.58	99.3%
12101 51912 PAY- P.O.S.T. STIPE	0	2,075	2,075	2,074.96	.00	.00	100.0%
12101 51915 PAY-CONTRACT ED. PL	262,300	-30,000	232,300	204,371.98	.00	27,928.02	88.0%
12101 51920 PAY-QUINN BILL ED.	500,000	-13,097	486,903	486,019.38	.00	883.66	99.8%
TOTAL PERSONAL SERVICES	13,479,059	-485,692	12,993,368	12,641,485.26	.00	351,882.24	97.3%

2 EXPENSES

12102 52100 ENERGY-GAS/OIL/ELEC	122,897	12,304	135,201	105,960.30	29,240.23	.00	100.0%
12102 52300 WATER & SEWER	2,250	476	2,726	1,925.76	800.14	.00	100.0%
12102 52400 R & M - OFFICE EQUI	4,500	0	4,500	3,336.19	1,163.81	.00	100.0%
12102 52410 R & M - VEHICLES	70,000	3,403	73,403	63,213.99	10,188.93	.00	100.0%
12102 52420 R & M - OTHER	3,000	61,850	64,850	1,822.00	62,244.10	783.90	98.8%
12102 52500 R & M - BLDGS. & GR	20,000	585	20,585	16,790.85	3,012.05	781.80	96.2%
12102 53010 DATA MAINTENANCE SE	200,000	302,236	502,236	274,181.26	225,810.14	2,244.60	99.6%
12102 53030 PRINT/BIND/MICROFIL	4,000	0	4,000	1,215.89	2,784.11	.00	100.0%
12102 53120 CARE OF PRISONERS	5,000	63	5,063	1,840.42	3,222.58	.00	100.0%
12102 53125 DRUG TESTING	9,000	0	9,000	6,778.00	2,222.00	.00	100.0%
12102 53190 EDUCATION & TRAININ	60,000	-9,000	51,000	39,094.58	12,895.97	-990.55	101.9%
12102 53210 MEDICAL COSTS	20,000	0	20,000	14,276.00	5,724.00	.00	100.0%
12102 53410 TELEPHONE USAGE CHA	30,000	0	30,000	24,890.38	5,109.62	.00	100.0%
12102 53420 POSTAGE	1,800	0	1,800	671.40	1,128.60	.00	100.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
12102 54200 OFFICE & PROF. SUPP	33,000	-9,846	23,154	7,477.02	15,676.49	.00	100.0%	
12102 54220 SUPPLIES - OTHER	15,000	777	15,777	15,165.26	393.45	218.74	98.6%	
12102 54221 SUPPLIES - AMMUNITI	45,000	49,040	94,040	35,888.28	41,493.90	16,657.50	82.3%	
12102 54800 MOTOR VEHICLE FUEL	100,000	0	100,000	.00	100,000.00	.00	100.0%	
12102 54830 SUPPLIES - MOTOR VE	70,000	2,018	72,018	56,029.11	15,988.65	.00	100.0%	
12102 55830 CLOTHING REIMBURSEM	2,700	438	3,138	215.39	2,922.22	.00	100.0%	
12102 55860 PERSONNEL EQUIPMENT	50,000	33,419	83,419	36,006.27	47,413.10	.00	100.0%	
12102 55861 AUXILIARY	6,000	0	6,000	5,231.90	768.10	.00	100.0%	
12102 57100 IN-STATE TRAVEL	4,500	59	4,559	2,532.43	1,000.00	1,026.86	77.5%	
12102 57300 DUES & SUBSCRIPTION	2,500	409	2,909	2,759.05	150.00	.00	100.0%	
12102 57301 LEGAL DEFENSE FUND	3,000	565	3,565	4,495.00	.00	-930.00	126.1%	
12102 57302 REFORM BILL CERTIFI	2,900	0	2,900	.00	.00	2,900.00	.0%	
TOTAL EXPENSES	887,047	448,795	1,335,842	721,796.73	591,352.19	22,692.85	98.3%	
3 CAPITAL OUTLAY								
12103 58000 CAP.OUTLAY-MOTOR VE	0	471,363	471,363	340,999.37	101,402.78	28,960.71	93.9%	
12103 58002 CAP.OUTLAY-OTHER PO	0	108,812	108,812	55,247.83	50,488.20	3,075.69	97.2%	
12103 58003 CAP.OUT.-BLDG.IMPRO	0	25,000	25,000	.00	25,000.00	.00	100.0%	
TOTAL CAPITAL OUTLAY	0	605,175	605,175	396,247.20	176,890.98	32,036.40	94.7%	
TOTAL POLICE	14,366,106	568,278	14,934,384	13,759,529.19	768,243.17	406,611.49	97.3%	
2200 FIRE								
1 PERSONAL SERVICES								
12201 51101 PAY-FIRE CHIEF	148,644	0	148,644	148,643.65	.00	.35	100.0%	
12201 51102 PAY-DEPUTY FIRE CHI	687,116	-51,785	635,331	632,592.79	.00	2,738.16	99.6%	
12201 51103 PAY-FIRE CAPTAIN	863,681	-90,698	772,983	720,249.58	.00	52,733.85	93.2%	
12201 51104 PAY-FIRE LIEUTENANT	1,844,935	-50,992	1,793,943	1,799,990.25	.00	-6,047.15	100.3%	
12201 51105 PAY-FIREFIGHTERS	5,458,453	-441,764	5,016,689	4,644,528.90	.00	372,160.25	92.6%	
12201 51107 PAY-SUPERV.FIRE ALA	103,740	0	103,740	103,454.56	.00	285.44	99.7%	
12201 51109 PAY-ASSIST.SUPERV.-	92,625	255	92,880	92,370.03	.00	509.94	99.5%	
12201 51110 PAY-FIRE ALARM OPER	411,634	0	411,634	410,218.37	.00	1,415.63	99.7%	
12201 51111 PAY-ADMIN.ASSIST.TO	52,199	0	52,199	52,272.78	.00	-73.78	100.1%	
12201 51180 PAY-INJURED ON DUTY	0	208,662	208,662	194,273.56	.00	14,387.97	93.1%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12201 51300 PAY-OVERTIME	407,638	270,000	677,638	670,774.60	.00	6,863.40	99.0%
12201 51301 PAY-ARSON OVERTIME	3,000	1,000	4,000	3,069.03	.00	930.97	76.7%
12201 51302 PAY-HAZ-MAT OVERTIME	8,505	13,000	21,505	22,723.72	.00	-1,218.72	105.7%
12201 51321 SPECIAL EVENTS OVER	30,000	0	30,000	29,530.90	.00	469.10	98.4%
12201 51400 PAY-LONGEVITY	105,893	0	105,893	100,365.56	.00	5,527.44	94.8%
12201 51460 PAY-ACT OUT OF GRAD	25,150	31,048	56,198	57,856.55	.00	-1,658.14	103.0%
12201 51462 EAP/MED.OFF./FIRE P	2,750	0	2,750	1,250.00	.00	1,500.00	45.5%
12201 51500 PAY-VACATION/PERSON	280,884	2,707	283,591	282,923.49	.00	667.61	99.8%
12201 51510 PAY-SICK LEAVE BUYB	510,591	78,860	589,451	587,586.02	.00	1,865.03	99.7%
12201 51530 PAY-FAMILY & MEDICA	0	1,695	1,695	1,695.49	.00	.00	100.0%
12201 51591 PAY-NON-EMERGENCY D	0	0	0	.00	.00	.00	.0%
12201 51780 PAY-NON-CONTRIB. AN	28,634	0	28,634	28,601.30	.00	32.70	99.9%
12201 51830 PAY-CLOTHING ALLOWA	11,200	0	11,200	4,200.00	.00	7,000.00	37.5%
12201 51900 PAY-IN-SERVICE COUR	1,000	0	1,000	120.00	.00	880.00	12.0%
12201 51910 PAY-HAZ-MAT TEAM ST	10,000	5,000	15,000	15,000.00	.00	.00	100.0%
TOTAL PERSONAL SERVICES	11,088,272	-23,011	11,065,261	10,604,291.13	.00	460,970.05	95.8%

2 EXPENSES

12202 52000 PURCHASE OF SERVICE	2,500	0	2,500	2,500.00	.00	.00	100.0%
12202 52100 ENERGY-GAS/OIL/ELEC	126,908	7,170	134,078	126,722.93	7,355.02	.00	100.0%
12202 52300 WATER & SEWER	8,500	283	8,783	7,077.88	684.03	1,021.00	88.4%
12202 52410 R & M - VEHICLES	30,000	43,656	73,656	57,352.61	12,777.21	3,526.46	95.2%
12202 52420 R & M - OTHER	7,000	-269	6,731	6,705.95	.00	25.24	99.6%
12202 52500 R & M - BLDGS. & GR	3,500	0	3,500	2,978.00	391.00	131.00	96.3%
12202 53011 INFORMATION TECHNOL	30,000	239	30,239	30,238.66	.00	.00	100.0%
12202 53120 FIRE PREVENTION	2,200	-126	2,074	2,074.24	.00	.00	100.0%
12202 53190 EDUCATION & TRAININ	8,125	231	8,356	6,545.00	1,810.69	.00	100.0%
12202 53191 FIRE ACADEMY COSTS	15,000	-14,140	860	860.00	.00	.00	100.0%
12202 53210 MEDICAL COSTS	8,000	5,537	13,537	7,813.00	5,724.00	.00	100.0%
12202 53220 ARSON	2,000	0	2,000	1,984.98	.03	15.02	99.2%
12202 54200 OFFICE & PROF. SUPP	4,000	0	4,000	3,553.84	237.45	208.71	94.8%
12202 54220 SUPPLIES - OTHER	13,000	-341	12,659	9,549.40	3,098.08	11.50	99.9%
12202 54800 MOTOR VEHICLE FUEL	40,000	20,000	60,000	.00	.00	60,000.00	.0%
12202 54830 SUPPLIES - MOTOR VE	35,000	10,963	45,963	41,286.82	3,158.39	1,517.80	96.7%
12202 54880 SUPPLIES-FIRE EQUIP	20,000	9,991	29,991	20,805.76	7,441.27	1,744.16	94.2%
12202 54890 SUPPLIES-FIRE ALARM	8,000	-207	7,793	7,508.49	281.00	3.41	100.0%
12202 55130 SUPPLIES-TRAINING A	7,800	-2,102	5,699	71.88	5,626.50	.12	100.0%
12202 55140 CPR	17,600	6,746	24,346	13,715.43	9,962.58	667.63	97.3%
12202 55150 SUPPLIES-HAZ-MAT	1,500	1,519	3,019	240.00	2,778.90	.00	100.0%
12202 55860 PERSONNEL EQUIPMENT	22,000	-3,271	18,729	11,961.89	6,637.46	129.21	99.3%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
12202 57100 IN-STATE TRAVEL	750	0	750	.00	.00	750.00	.0%	
12202 57300 DUES & SUBSCRIPTION	2,500	0	2,500	2,040.83	.00	459.17	81.6%	
TOTAL EXPENSES	415,883	85,879	501,762	363,587.59	67,963.61	70,210.43	86.0%	
3 CAPITAL OUTLAY								
12203 58000 CAP.OUTLAY-MOTOR VE	0	142,160	142,160	142,160.00	.00	.00	100.0%	
12203 58002 CAP.OUT.-OTHER FIRE	0	78,001	78,001	78,000.50	.00	.00	100.0%	
TOTAL CAPITAL OUTLAY	0	220,161	220,161	220,160.50	.00	.00	100.0%	
TOTAL FIRE	11,504,155	283,028	11,787,183	11,188,039.22	67,963.61	531,180.48	95.5%	
2400 BLDG. CODES/INSPECTIONS								
1 PERSONAL SERVICES								
12401 51101 PAY-BLDG. COMMISSIO	94,904	0	94,904	95,759.39	.00	-855.39	100.9%	
12401 51102 PAY-ASSIST.BLDG.COM	77,553	3,133	80,686	67,455.03	.00	13,230.90	83.6%	
12401 51103 PAY-CHIEF INSP OF W	70,000	2,828	72,828	63,385.44	.00	9,442.56	87.0%	
12401 51105 PAY-PLUMB/GAS INSPE	69,847	0	69,847	69,846.21	.00	.79	100.0%	
12401 51107 PAY-ZONING OFFICIAL	55,000	2,222	57,222	58,391.69	.00	-1,169.69	102.0%	
12401 51110 PAY-LOCAL BLDG. INS	118,579	-12,328	106,251	80,279.65	.00	25,971.65	75.6%	
12401 51126 PAY-SR ADMINISTRATI	49,951	0	49,951	50,095.76	.00	-144.76	100.3%	
12401 51127 PAY - ADMIN ASSISTA	24,993	0	24,993	24,660.76	.00	332.24	98.7%	
12401 51201 PAY-PROP MAINT/DEMO	0	24,780	24,780	15,841.80	.00	8,938.20	63.9%	
12401 51300 PAY-OVERTIME	2,500	0	2,500	493.74	.00	2,006.26	19.7%	
12401 51400 PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%	
12401 51500 PAY-VACATION BUYBAC	0	3,273	3,273	3,273.08	.00	.00	100.0%	
12401 51510 PAY-SICK LEAVE BUYB	2,500	872	3,372	3,371.69	.00	.00	100.0%	
12401 51830 PAY-CLOTHING ALLOWA	525	0	525	525.00	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	567,152	24,780	591,932	533,379.24	.00	58,552.76	90.1%	
2 EXPENSES								
12402 53010 OTHER CONTRACTED SE	10,000	-3,504	6,496	4,542.25	1,954.00	.00	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12402 53030 PRINT/BIND/MICROFIL	150	-150	0	.00	.00	.00	.0%
12402 53040 INSPECTIONS-PLUMB &	2,500	1,900	4,400	4,400.00	.00	.00	100.0%
12402 53050 INSPECTIONS-ELECTRI	2,500	3,036	5,536	950.00	4,350.00	235.67	95.7%
12402 53190 EDUCATION & TRAININ	3,125	-2,850	275	250.00	.00	25.00	90.9%
12402 54200 OFFICE & PROF. SUPP	250	639	889	807.43	77.15	4.51	99.5%
12402 54800 MOTOR VEHICLE FUEL	1,500	-750	750	.00	.00	750.00	.0%
12402 54900 SUPPLIES-SMALL TOOL	600	2,498	3,098	3,098.08	.00	.00	100.0%
12402 57009 CLOTHING EXPENSE	2,000	138	2,138	1,496.00	.00	642.00	70.0%
12402 57100 IN-STATE TRAVEL	4,000	-160	3,840	3,661.40	.00	178.60	95.3%
12402 57300 DUES & SUBSCRIPTION	800	-720	80	80.00	.00	.00	100.0%
TOTAL EXPENSES	27,425	77	27,502	19,285.16	6,381.15	1,835.78	93.3%
TOTAL BLDG. CODES/INSPECTIONS	594,577	24,857	619,434	552,664.40	6,381.15	60,388.54	90.3%

2440 WEIGHTS & MEASURES

1 PERSONAL SERVICES

12441 51101 PAY-SEALER OF WTS./	62,500	2,525	65,025	66,341.20	.00	-1,316.20	102.0%
TOTAL PERSONAL SERVICES	62,500	2,525	65,025	66,341.20	.00	-1,316.20	102.0%

2 EXPENSES

12442 53030 PRINT/BIND/MICROFIL	1,000	-750	250	.00	.00	250.00	.0%
12442 53190 EDUCATION & TRAININ	200	0	200	150.00	.00	50.00	75.0%
12442 54200 OFFICE & PROF. SUPP	250	0	250	228.00	.00	22.00	91.2%
12442 54800 MOTOR VEHICLE FUEL	1,200	0	1,200	.00	.00	1,200.00	.0%
12442 54901 TOOLS & EQUIPMENT	2,000	0	2,000	1,845.76	.00	154.24	92.3%
12442 57009 CLOTHING EXPENSE	1,500	750	2,250	2,089.50	.00	160.50	92.9%
12442 57300 DUES & SUBSCRIPTION	250	0	250	150.00	.00	100.00	60.0%
12442 57806 MOTOR VEHICLE EXPEN	200	0	200	200.00	.00	.00	100.0%
TOTAL EXPENSES	6,600	0	6,600	4,663.26	.00	1,936.74	70.7%
TOTAL WEIGHTS & MEASURES	69,100	2,525	71,625	71,004.46	.00	620.54	99.1%

2910 OFFICE OF EMERGENCY MGMT.

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
12911 51225 EMERGENCY MGMT DIR	5,000	0	5,000	5,000.04	.00	-.04	100.0%	
TOTAL PERSONAL SERVICES	5,000	0	5,000	5,000.04	.00	-.04	100.0%	
2 EXPENSES								
12912 53100 REVERSE 911	15,300	0	15,300	14,783.87	.00	516.13	96.6%	
12912 53421 COMMUNICATIONS SERV	35,000	0	35,000	20,416.62	.00	14,583.38	58.3%	
12912 54220 SUPPLIES - OTHER	2,000	0	2,000	2,000.00	.00	.00	100.0%	
TOTAL EXPENSES	52,300	0	52,300	37,200.49	.00	15,099.51	71.1%	
TOTAL OFFICE OF EMERGENCY MGMT.	57,300	0	57,300	42,200.53	.00	15,099.47	73.6%	
2940 FORESTRY								
1 PERSONAL SERVICES								
12941 51101 PAY-FORESTER	70,163	0	70,163	70,731.73	.00	-568.73	100.8%	
12941 51104 PAY-TREE CLIMBER	106,447	-103,592	2,855	2,854.88	.00	.00	100.0%	
12941 51300 PAY-OVERTIME	8,000	3,067	11,067	19,204.33	.00	-8,137.79	173.5%	
12941 51400 PAY-LONGEVITY	1,250	0	1,250	1,250.00	.00	.00	100.0%	
12941 51830 PAY-CLOTHING ALLOWA	725	0	725	325.00	.00	400.00	44.8%	
TOTAL PERSONAL SERVICES	186,585	-100,526	86,059	94,365.94	.00	-8,306.52	109.7%	
2 EXPENSES								
12942 52410 R & M - VEHICLES	4,000	23	4,023	1,267.88	23.43	2,732.12	32.1%	
12942 53004 DEBRIS DISPOSAL	0	10,000	10,000	.00	10,000.00	.00	100.0%	
12942 53010 CONTRACT FORESTRY S	0	138,831	138,831	70,867.18	67,963.40	.00	100.0%	
12942 53190 EDUCATION & TRAININ	1,000	0	1,000	900.00	.00	100.00	90.0%	
12942 54900 SUPPLIES-SMALL TOOL	1,500	0	1,500	.00	629.99	870.01	42.0%	
TOTAL EXPENSES	6,500	148,854	155,354	73,035.06	78,616.82	3,702.13	97.6%	
TOTAL FORESTRY	193,085	48,328	241,413	167,401.00	78,616.82	-4,604.39	101.9%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
2990 PUBLIC SAFETY								
1 PERSONAL SERVICES								
12991 51201 PAY-CLERK	900	0	900	900.12	.00	- .12	100.0%	
TOTAL PERSONAL SERVICES	900	0	900	900.12	.00	- .12	100.0%	
TOTAL PUBLIC SAFETY	900	0	900	900.12	.00	- .12	100.0%	
3000 SCHOOLS								
1 PERSONAL SERVICES								
13001 51101 PAY-SCHOOL PERSONNE	65,818,810	0	65,818,810	56,141,012.86	.00	9,677,797.14	85.3%	
TOTAL PERSONAL SERVICES	65,818,810	0	65,818,810	56,141,012.86	.00	9,677,797.14	85.3%	
2 EXPENSES								
13002 57000 OTHER CHARGES & EXP	30,327,638	5,344,936	35,672,574	35,460,586.79	.00	211,987.08	99.4%	
TOTAL EXPENSES	30,327,638	5,344,936	35,672,574	35,460,586.79	.00	211,987.08	99.4%	
TOTAL SCHOOLS	96,146,448	5,344,936	101,491,384	91,601,599.65	.00	9,889,784.22	90.3%	
4100 CITY ENGINEER								
1 PERSONAL SERVICES								
14101 51101 PAY-ENGINEER/ASST.S	102,875	-44,875	58,000	55,270.01	.00	2,729.99	95.3%	
14101 51103 PAY-GEN.CONSTRUCTIO	64,311	0	64,311	59,168.85	.00	5,142.15	92.0%	
14101 51105 PAY-SR.CIVIL ENGINE	85,784	-79,325	6,459	.00	.00	6,459.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
14101 51107 PAY-GRANT WRITER/MA	64,260	0	64,260	64,350.90	.00	-90.90	100.1%	
14101 51830 PAY-CLOTHING ALLOWA	0	325	325	325.00	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	317,230	-123,875	193,355	179,114.76	.00	14,240.24	92.6%	
2 EXPENSES								
14102 53010 PROFESSIONAL ENGINE	50,000	145,576	195,576	191,642.70	3,875.00	58.76	100.0%	
14102 53190 EDUCATION & TRAININ	1,000	0	1,000	100.00	.00	900.00	10.0%	
14102 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%	
14102 57300 DUES & SUBSCRIPTION	1,000	0	1,000	.00	.00	1,000.00	.0%	
TOTAL EXPENSES	52,250	145,576	197,826	191,742.70	3,875.00	2,208.76	98.9%	
TOTAL CITY ENGINEER	369,480	21,701	391,181	370,857.46	3,875.00	16,449.00	95.8%	
4210 DPW-ADMIN.								
1 PERSONAL SERVICES								
14211 51101 PAY-GEN.SUPERIN'DEN	118,862	0	118,862	115,329.97	.00	3,532.03	97.0%	
14211 51103 PAY-OFFICE MANAGER	63,780	-3,935	59,845	60,118.06	.00	-273.05	100.5%	
14211 51104 PAY-PRINC.ACCT.CLER	54,295	0	54,295	48,463.41	.00	5,831.59	89.3%	
14211 51106 PAY-SUPT. OUTDOOR W	69,775	0	69,775	59,101.84	.00	10,673.16	84.7%	
14211 51108 PAY-SAFETY INSPECTO	50,000	2,020	52,020	53,942.95	.00	-1,922.95	103.7%	
14211 51201 PAY-COMMISSIONERS	8,625	0	8,625	8,625.24	.00	-.24	100.0%	
14211 51300 PAY-OVERTIME	3,600	0	3,600	20,364.29	.00	-16,764.29	565.7%	
14211 51306 OVERTIME-SUPERVISOR	30,000	0	30,000	13,093.07	.00	16,906.93	43.6%	
14211 51400 PAY-LONGEVITY	1,250	0	1,250	1,250.00	.00	.00	100.0%	
14211 51500 PAY-VACATION BUYBAC	0	2,567	2,567	2,567.29	.00	.00	100.0%	
14211 51510 PAY-SICK LEAVE BUYB	0	1,368	1,368	1,367.70	.00	.00	100.0%	
14211 51830 PAY-CLOTHING ALLOWA	975	0	975	975.00	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	401,162	2,020	403,182	385,198.82	.00	17,983.18	95.5%	
2 EXPENSES								
14212 53190 EDUCATION & TRAININ	5,000	14,000	19,000	3,465.00	15,000.00	535.00	97.2%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14212 53210 MEDICAL COSTS	5,000	968	5,968	3,640.69	2,326.03	1.28	100.0%
14212 53410 TELEPHONE USAGE CHA	7,600	710	8,310	7,897.82	.00	412.18	95.0%
14212 54200 OFFICE & PROF. SUPP	250	0	250	160.91	.00	89.09	64.4%
14212 55830 UNIFORMS RENTAL SER	11,000	2,981	13,981	8,117.34	5,863.83	.00	100.0%
14212 57100 IN-STATE TRAVEL	300	1,000	1,300	823.19	.00	476.81	63.3%
14212 57300 DUES & SUBSCRIPTION	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL EXPENSES	30,150	19,659	49,809	24,104.95	23,189.86	2,514.36	95.0%
TOTAL DPW-ADMIN.	431,312	21,679	452,991	409,303.77	23,189.86	20,497.54	95.5%

4220 DPW-CITY PROPERTY

1 PERSONAL SERVICES

14221 51101 PAY-BLDG.MAINT.SUPE	65,433	0	65,433	52,221.06	.00	13,211.94	79.8%
14221 51103 PAY-BLDG. MAINT. MA	48,254	0	48,254	48,253.69	.00	.31	100.0%
14221 51104 PAY-LABORER	92,070	0	92,070	90,023.36	.00	2,046.64	97.8%
14221 51105 PAY-BLDG. CUSTODIAN	88,657	0	88,657	85,183.96	.00	3,473.04	96.1%
14221 51300 PAY-OVERTIME	22,000	0	22,000	16,965.04	.00	5,034.96	77.1%
14221 51400 PAY-LONGEVITY	5,575	-1,669	3,906	3,300.00	.00	605.96	84.5%
14221 51530 PAY-FAMILY & MEDICA	0	1,019	1,019	1,019.04	.00	.00	100.0%
14221 51830 PAY-CLOTHING/TOOL A	1,500	0	1,500	950.00	.00	550.00	63.3%
TOTAL PERSONAL SERVICES	323,489	-650	322,839	297,916.15	.00	24,922.85	92.3%

2 EXPENSES

14222 52100 ENERGY-STREET LIGHT	266,661	44,735	311,396	258,674.19	24,646.05	28,075.38	91.0%
14222 52102 ENERGY-CITY HALL	67,546	11,402	78,948	62,265.33	7,950.24	8,732.22	88.9%
14222 52103 ENERGY-CITY HALL AN	43,159	5,137	48,296	42,870.45	5,234.38	191.35	99.6%
14222 52104 ENERGY-PELLISSIER B	40,000	14,635	54,635	42,029.40	8,085.73	4,520.20	91.7%
14222 52112 ENERGY-TRAIN STATIO	2,517	250	2,767	2,228.58	444.57	93.39	96.6%
14222 52300 HYDRANTS WATER USE	45,000	-2,100	42,900	41,616.00	.00	1,284.00	97.0%
14222 52302 WATER/SEWER-CITY HA	7,500	0	7,500	3,464.08	.00	4,035.92	46.2%
14222 52303 WATER/SEWER-CITY HA	20,000	0	20,000	16,041.62	.00	3,958.38	80.2%
14222 52304 WATER/SEWER-PELLISS	2,200	0	2,200	2,074.26	.00	125.74	94.3%
14222 52502 R & M-CITY HALL	26,000	40,490	66,490	48,447.46	10,783.19	7,259.45	89.1%
14222 52503 R & M-CITY HALL ANN	20,000	4,969	24,969	14,606.95	10,115.09	246.51	99.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14222 52504 R & M-PELLISSIER BL	20,000	8,073	28,073	16,348.23	9,389.72	2,335.52	91.7%
14222 52505 R & M-SENIOR CENTER	30,000	28,963	58,963	48,898.53	7,715.17	2,349.30	96.0%
14222 52509 R & M-POLICE STATIO	35,000	11,581	46,581	35,407.02	8,174.67	2,998.81	93.6%
14222 52510 R & M-CENTRAL FIRE	25,000	12,800	37,800	26,556.92	9,356.88	1,886.20	95.0%
14222 52511 R & M-ELMWOOD FIRE	12,000	4,850	16,850	11,315.95	1,780.50	3,753.55	77.7%
14222 52512 R & M-HIGHLAND FIRE	7,000	3,345	10,345	7,619.35	1,812.68	912.97	91.2%
14222 52514 R & M-W.HOLYOKE FIR	4,000	1,007	5,007	1,705.77	2,433.00	868.23	82.7%
14222 52517 R&M-TRAIN STATION	5,000	0	5,000	.00	2,000.00	3,000.00	40.0%
14222 52519 R & M-PUBLIC LIBRAR	0	53,715	53,715	49,915.00	3,800.00	.00	100.0%
14222 53009 CONTRACTED SERV.	0	6,751	6,751	.00	6,750.64	.00	100.0%
14222 53010 PROFESSIONAL SERVIC	11,000	8,581	19,581	11,216.12	8,364.63	.00	100.0%
14222 54220 SUPPLIES - OTHER	7,000	85	7,085	6,521.05	459.16	104.79	98.5%
14222 54900 SUPPLIES-SMALL TOOL	1,200	0	1,200	672.01	243.91	284.08	76.3%
TOTAL EXPENSES	697,783	259,267	957,050	750,494.27	129,540.21	77,015.99	92.0%

3 CAPITAL OUTLAY

14223 58000 CAP.OUT.-BLDG.IMPRO	0	241,392	241,392	4,582.50	36,809.42	200,000.00	17.1%
14223 58001 CAP.OUT.-UST/FUEL D	0	192,500	192,500	5,675.31	186,824.69	.00	100.0%
TOTAL CAPITAL OUTLAY	0	433,892	433,892	10,257.81	223,634.11	200,000.00	53.9%
TOTAL DPW-CITY PROPERTY	1,021,272	692,509	1,713,781	1,058,668.23	353,174.32	301,938.84	82.4%

4250 DPW-HIGHWAYS & BRIDGES

1 PERSONAL SERVICES

14251 51101 PAY-P.W. FOREMAN/H	57,618	0	57,618	57,926.26	.00	-308.26	100.5%
14251 51102 PAY-HOISTING EQUIPM	206,726	-45,000	161,726	139,492.85	.00	22,233.15	86.3%
14251 51104 PAY-HEAVY M.E.O.	408,426	-63,596	344,830	260,563.98	.00	84,265.88	75.6%
14251 51106 PAY-PROP MAINT & DE	57,738	0	57,738	49,702.56	.00	8,035.44	86.1%
14251 51107 PAY-LABORER	43,940	0	43,940	37,871.68	.00	6,068.32	86.2%
14251 51300 PAY-OVERTIME	25,000	0	25,000	22,455.68	.00	2,544.32	89.8%
14251 51301 PAY-SNOW REMOVAL OV	120,000	0	120,000	197,257.55	.00	-77,257.55	164.4%
14251 51400 PAY-LONGEVITY	6,925	-13	6,912	6,275.00	.00	637.00	90.8%
14251 51480 PAY-CDL CLASS A DIF	600	0	600	510.75	.00	89.25	85.1%
14251 51830 PAY-CLOTHING ALLOWA	4,825	0	4,825	1,725.00	.00	3,100.00	35.8%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES		BUDGET	USED
14251 51999 NON-CONTRIBUTORY AN	11,310	13	11,323	11,323.00	.00		.00	100.0%
TOTAL PERSONAL SERVICES	943,108	-108,596	834,512	785,104.31	.00		49,407.55	94.1%
2 EXPENSES								
14252 52600 R & M - STREETS & F	55,000	23,977	78,977	56,883.11	21,073.63		1,020.41	98.7%
14252 52700 EQUIPMENT/BLDG. REN	1,000	0	1,000	.00	1,000.00		.00	100.0%
14252 53100 SNOW REMOVAL SERVIC	250,000	0	250,000	455,976.47	64,286.32		-270,262.79	208.1%
14252 53140 ROCA SERVICES	65,000	0	65,000	65,000.00	.00		.00	100.0%
14252 54220 SUPPLIES-TRAFFIC LI	21,000	7,150	28,150	20,124.36	7,080.00		945.64	96.6%
14252 54221 SUPPLIES-TRAFFIC LI	50,000	-20,000	30,000	24,275.00	3,151.45		2,573.55	91.4%
14252 54900 SUPPLIES-SMALL TOOL	4,000	308	4,308	3,358.15	561.87		387.85	91.0%
TOTAL EXPENSES	446,000	11,435	457,435	625,617.09	97,153.27		-265,335.34	158.0%
3 CAPITAL OUTLAY								
14253 58000 CAP.OUT.-CITY INFRA	0	37,310	37,310	31,927.18	5,382.59		.00	100.0%
14253 58002 CAP.OUTLAY-MOTOR VE	0	845,016	845,016	275,788.00	569,225.98		1.65	100.0%
TOTAL CAPITAL OUTLAY	0	882,325	882,325	307,715.18	574,608.57		1.65	100.0%
TOTAL DPW-HIGHWAYS & BRIDGES	1,389,108	785,164	2,174,272	1,718,436.58	671,761.84		-215,926.14	109.9%
4260 DPW-AUTO EQUIP. MAINT.								
1 PERSONAL SERVICES								
14261 51101 PAY-FOREMAN/AUTOMOT	65,433	0	65,433	64,458.99	.00		974.01	98.5%
14261 51102 PAY-MOTOR EQUIP.REP	173,779	0	173,779	172,566.89	.00		1,212.11	99.3%
14261 51103 PAY-MOTOR EQUIP.MAI	50,885	0	50,885	50,884.57	.00		.43	100.0%
14261 51105 PAY-EVT MECHANIC	71,890	0	71,890	71,685.04	.00		204.96	99.7%
14261 51106 PAY-POLICE FLEET ME	54,894	0	54,894	52,369.68	.00		2,524.32	95.4%
14261 51300 PAY-OVERTIME	35,000	0	35,000	30,874.86	.00		4,125.14	88.2%
14261 51400 PAY-LONGEVITY	3,400	0	3,400	3,400.00	.00		.00	100.0%
14261 51830 PAY-CLOTHING/TOOL A	3,775	0	3,775	1,525.00	.00		2,250.00	40.4%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
14261 51902 TEMP CO-OP	16,000	0	16,000	13,342.50	.00	2,657.50	83.4%	
TOTAL PERSONAL SERVICES	475,056	0	475,056	461,107.53	.00	13,948.47	97.1%	
2 EXPENSES								
14262 52410 R & M - VEHICLES	70,000	14,627	84,627	66,798.46	17,332.04	496.82	99.4%	
14262 52420 R & M - OTHER	5,000	0	5,000	4,627.26	263.20	109.54	97.8%	
14262 53100 TOWING SERVICES	2,000	1,000	3,000	2,575.31	354.55	70.14	97.7%	
14262 54800 MOTOR VEHICLE FUEL	30,000	0	30,000	.00	.00	30,000.00	.0%	
14262 54830 SUPPLIES - MOTOR VE	26,000	-754	25,246	24,466.56	410.00	369.79	98.5%	
14262 55835 TOOL REIMBURSEMENT	2,000	1,750	3,750	3,750.00	.00	.00	100.0%	
TOTAL EXPENSES	135,000	16,624	151,624	102,217.59	18,359.79	31,046.29	79.5%	
TOTAL DPW-AUTO EQUIP. MAINT.	610,056	16,624	626,680	563,325.12	18,359.79	44,994.76	92.8%	
4300 DPW-TRASH COLLECTION								
1 PERSONAL SERVICES								
14301 51101 PAY-P.W. FOREMAN	60,975	0	60,975	61,060.81	.00	-85.81	100.1%	
14301 51102 PAY-HEAVY MOTOR EQU	442,652	-6,335	436,317	349,474.30	.00	86,842.70	80.1%	
14301 51103 PAY-LABORER	270,133	0	270,133	260,240.76	.00	9,892.24	96.3%	
14301 51106 PAY-WASTE/RECYCLE C	64,300	0	64,300	64,516.31	.00	-216.31	100.3%	
14301 51300 PAY-OVERTIME	40,000	6,335	46,335	55,174.10	.00	-8,839.10	119.1%	
14301 51321 SPECIAL EVENTS OVER	30,000	0	30,000	20,592.39	.00	9,407.61	68.6%	
14301 51400 PAY-LONGEVITY	2,425	0	2,425	1,775.00	.00	650.00	73.2%	
14301 51830 PAY-CLOTHING ALLOWA	5,150	0	5,150	3,850.00	.00	1,300.00	74.8%	
TOTAL PERSONAL SERVICES	915,635	0	915,635	816,683.67	.00	98,951.33	89.2%	
2 EXPENSES								
14302 52410 R & M - VEHICLES	68,000	715	68,715	55,606.91	6,459.95	6,648.25	90.3%	
14302 52700 EQUIPMENT/BLDG. REN	2,925	0	2,925	2,029.50	184.50	711.00	75.7%	
14302 52900 LANDFILL DISPOSAL C	857,000	-57,005	799,995	671,789.76	110,210.24	17,995.00	97.8%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
14302 52901 HAZARDOUS WASTE COL	14,500	13,005	27,505	22,067.90	.00	5,437.10	80.2%	
14302 52902 RECYCLING CONTRACT	90,000	-35,431	54,569	37,196.60	12,572.12	4,800.00	91.2%	
14302 53100 OTHER SERVICES	336,000	-32,508	303,492	125,530.75	154,939.67	23,022.02	92.4%	
14302 54800 MOTOR VEHICLE FUEL	65,000	0	65,000	.00	.00	65,000.00	.0%	
14302 54900 SUPPLIES-SMALL TOOL	6,500	85	6,585	1,443.99	90.00	5,051.01	23.3%	
14302 55830 CLOTHING REIMBURSEM	500	0	500	.00	.00	500.00	.0%	
TOTAL EXPENSES	1,440,425	-111,139	1,329,286	915,665.41	284,456.48	129,164.38	90.3%	
TOTAL DPW-TRASH COLLECTION	2,356,060	-111,139	2,244,921	1,732,349.08	284,456.48	228,115.71	89.8%	
4800 MUNIC. PARKING FACILITIES								
1 PERSONAL SERVICES								
14801 51101 PAY-PARKING CONTROL	95,088	0	95,088	90,250.28	.00	4,837.72	94.9%	
14801 51400 PAY-LONGEVITY	0	650	650	650.00	.00	.00	100.0%	
14801 51830 PAY-CLOTHING ALLOWA	500	0	500	400.00	.00	100.00	80.0%	
TOTAL PERSONAL SERVICES	95,588	650	96,238	91,300.28	.00	4,937.72	94.9%	
2 EXPENSES								
14802 52100 ENERGY-DWIGHT	25,812	4,535	30,347	24,218.24	5,009.96	1,119.14	96.3%	
14802 52101 ENERGY-SUFFOLK	17,823	3,292	21,115	17,395.68	3,064.01	655.33	96.9%	
14802 52300 WATER/SEWER-DWIGHT	350	200	550	371.86	.00	178.14	67.6%	
14802 52500 R & M - DWIGHT	15,000	0	15,000	3,481.24	5,754.96	5,763.80	61.6%	
14802 52501 R & M - SUFFOLK	5,000	0	5,000	334.00	.00	4,666.00	6.7%	
14802 52506 R & M - STREET	8,000	-1,000	7,000	2,003.75	5.00	4,991.25	28.7%	
14802 54220 SUPPLIES-DWIGHT	1,500	271	1,771	1,467.12	270.97	32.88	98.1%	
14802 55830 UNIFORMS	0	3,812	3,812	3,494.40	318.08	.00	100.0%	
TOTAL EXPENSES	73,485	11,111	84,596	52,766.29	14,422.98	17,406.54	79.4%	
TOTAL MUNIC. PARKING FACILITIES	169,073	11,761	180,834	144,066.57	14,422.98	22,344.26	87.6%	
5100 BOARD OF HEALTH								
1 PERSONAL SERVICES								
15101 51101 PAY-HEALTH DIRECTOR	81,600	1,632	83,232	83,526.06	.00	-294.06	100.4%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15101 51103 PAY-SANITARIAN II	129,411	0	129,411	130,091.98	.00	-680.98	100.5%
15101 51104 PAY-PUBLIC HEALTH N	72,462	0	72,462	72,835.41	.00	-373.41	100.5%
15101 51107 PAY-SANITARIAN III	69,993	0	69,993	69,992.45	.00	.55	100.0%
15101 51109 PAY-SANITARIAN I	109,177	0	109,177	97,310.64	.00	11,866.36	89.1%
15101 51125 PAY-ADMINISTRATIVE	41,693	0	41,693	41,692.14	.00	.86	100.0%
15101 51126 PAY-SR ADMINISTRATI	48,306	0	48,306	48,305.88	.00	.12	100.0%
15101 51201 PAY-BOARD MEMBERS	3,650	2,338	5,988	5,987.42	.00	.08	100.0%
15101 51202 PAY-ANIMAL INSPECTO	50,000	2,020	52,020	53,078.30	.00	-1,058.22	102.0%
15101 51203 PAY-SUBSTITUTE NURS	2,000	-1,598	402	.00	.00	402.00	.0%
15101 51300 PAY-OVERTIME	4,000	0	4,000	3,691.85	.00	308.15	92.3%
15101 51400 PAY-LONGEVITY	4,150	0	4,150	4,150.00	.00	.00	100.0%
15101 51500 PAY-VACATION BUYBAC	0	628	628	628.09	.00	.00	100.0%
15101 51830 PAY-CLOTHING ALLOWA	952	98	1,050	1,050.00	.00	.00	100.0%
15101 51850 PAY-AUTO ALLOWANCE	19,740	-1,466	18,274	16,450.00	.00	1,824.41	90.0%
TOTAL PERSONAL SERVICES	637,134	3,652	640,786	628,790.22	.00	11,995.86	98.1%

2 EXPENSES

15102 52400 R & M - OFFICE EQUI	450	0	450	449.00	.00	1.00	99.8%
15102 53010 PROF. HEALTH SERVIC	10,000	0	10,000	8,440.19	65.00	1,494.81	85.1%
15102 53015 SHARPS KIOSK SERVIC	3,420	0	3,420	3,420.00	.00	.00	100.0%
15102 53026 WELLNESS	1,500	0	1,500	375.00	.00	1,125.00	25.0%
15102 53030 PRINT/BIND/MICROFIL	750	200	950	924.22	.00	25.78	97.3%
15102 53101 COMMUNICABLE DISEAS	4,000	0	4,000	142.81	2,550.04	1,307.15	67.3%
15102 53103 ANIMAL CONTROL SERV	175,000	0	175,000	173,543.00	.00	1,457.00	99.2%
15102 53190 EDUCATION & TRAININ	5,625	-295	5,330	3,324.00	.00	2,006.00	62.4%
15102 54200 OFFICE & PROF. SUPP	250	89	339	339.00	.00	.00	100.0%
15102 54220 SUPPLIES - OTHER	4,000	-70	3,930	3,477.97	36.44	415.59	89.4%
15102 54221 SUPPLIES - EMERGENC	3,500	0	3,500	3,407.25	.00	92.75	97.4%
15102 54800 MOTOR VEHICLE FUEL	2,820	0	2,820	1,406.75	.00	1,413.25	49.9%
15102 57009 CLOTHING EXPENSE	1,000	0	1,000	991.00	.00	9.00	99.1%
15102 57100 IN-STATE TRAVEL	1,200	0	1,200	1,132.44	.00	67.56	94.4%
15102 57300 DUES & SUBSCRIPTION	75	-75	0	.00	.00	.00	.0%
15102 57400 MALPRACTICE INSURAN	0	200	200	140.00	.00	60.00	70.0%
TOTAL EXPENSES	213,590	49	213,639	201,512.63	2,651.48	9,474.89	95.6%
TOTAL BOARD OF HEALTH	850,724	3,701	854,425	830,302.85	2,651.48	21,470.75	97.5%

5410 COUNCIL ON AGING

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15411 51101 PAY-EXECUTIVE DIREC	75,000	3,030	78,030	79,698.65	.00	-1,668.65	102.1%
15411 51102 PAY-NUTRITIONAL DIR	47,589	914	48,503	49,208.38	.00	-705.88	101.5%
15411 51103 PAY-ASSISTANT DIREC	27,500	2,222	29,722	29,644.20	.00	77.80	99.7%
15411 51104 PAY-UTILITY PERSON	65,426	1,869	67,295	68,961.50	.00	-1,666.74	102.5%
15411 51105 PAY-VOLUNTEER COORD	136,557	5,803	142,360	140,415.99	.00	1,944.37	98.6%
15411 51106 PAY-PART TIME CUSTO	0	15,600	15,600	.00	.00	15,600.00	.0%
15411 51202 PAY-HEALTH SERVICES	74,392	1,413	75,805	75,822.05	.00	-16.71	100.0%
15411 51203 PAY-DRIVER	70,815	2,265	73,080	54,995.42	.00	18,085.06	75.3%
15411 51300 PAY-OVERTIME	1,000	0	1,000	181.88	.00	818.12	18.2%
15411 51400 PAY-LONGEVITY	4,161	0	4,161	4,160.71	.00	.29	100.0%
TOTAL PERSONAL SERVICES	502,440	33,116	535,556	503,088.78	.00	32,467.66	93.9%
2 EXPENSES							
15412 52100 ENERGY-GAS/OIL/ELEC	73,062	-910	72,152	71,374.91	777.24	.00	100.0%
15412 52300 WATER & SEWER	2,200	1,193	3,393	2,456.48	936.43	.00	100.0%
15412 52400 R & M - EQUIPMENT	2,500	500	3,000	3,000.00	.00	.00	100.0%
15412 52500 R & M - BLDGS. & GR	4,900	36,050	40,950	5,950.00	35,000.00	.00	100.0%
15412 53010 PROFESSIONAL SERVIC	7,500	900	8,400	8,300.00	.00	100.00	98.8%
15412 53190 EDUCATION & TRAININ	250	150	400	400.00	.00	.00	100.0%
15412 54200 OFFICE & PROF. SUPP	1,050	0	1,050	1,008.79	.00	41.21	96.1%
15412 54220 SUPPLIES - OTHER	5,400	2,020	7,420	7,368.25	.00	51.69	99.3%
15412 54800 MOTOR VEHICLE FUEL	6,000	3,584	9,584	5,402.95	4,180.82	.00	100.0%
15412 57009 CLOTHING EXPENSE	750	0	750	287.65	.00	462.35	38.4%
15412 57100 IN-STATE TRAVEL	100	-100	0	.00	.00	.00	.0%
TOTAL EXPENSES	103,712	43,387	147,099	105,549.03	40,894.49	655.25	99.6%
TOTAL COUNCIL ON AGING	606,152	76,503	682,655	608,637.81	40,894.49	33,122.91	95.1%
5430 VETERANS SERVICES							
1 PERSONAL SERVICES							
15431 51101 PAY-COMMISSIONER	70,000	0	70,000	66,693.63	.00	3,306.37	95.3%
15431 51103 PAY-INVESITGATOR	40,560	-1,561	38,999	27,412.49	.00	11,586.52	70.3%
15431 51105 PAY- NATIONAL SERVI	53,095	1,561	54,656	44,429.68	.00	10,226.31	81.3%

CITY OF HOLYOKE

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
15431 51400 PAY-LONGEVITY	800	0	800	800.00	.00	.00	100.0%	
15431 51500 PAY-VACATION BUYBAC	2,000	0	2,000	685.51	.00	1,314.49	34.3%	
15431 51510 PAY-SICK LEAVE BUYB	5,000	0	5,000	.00	.00	5,000.00	.0%	
TOTAL PERSONAL SERVICES	171,455	0	171,455	140,021.31	.00	31,433.69	81.7%	
2 EXPENSES								
15432 53190 EDUCATION & TRAININ	1,500	0	1,500	.00	.00	1,500.00	.0%	
15432 54200 OFFICE & PROF. SUPP	2,000	0	2,000	1,243.43	120.00	636.57	68.2%	
15432 57100 IN-STATE TRAVEL	1,000	0	1,000	482.64	.00	517.36	48.3%	
15432 57300 DUES & SUBSCRIPTION	750	0	750	425.99	.00	324.01	56.8%	
15432 57600 VETERANS PATRIOTIC	2,000	6,410	8,410	2,128.15	185.00	6,096.75	27.5%	
15432 57700 VET. BENEFITS - DIR	240,000	-6,410	233,590	191,461.85	.00	42,128.25	82.0%	
TOTAL EXPENSES	247,250	0	247,250	195,742.06	305.00	51,202.94	79.3%	
TOTAL VETERANS SERVICES	418,705	0	418,705	335,763.37	305.00	82,636.63	80.3%	
6100 PUBLIC LIBRARY								
1 PERSONAL SERVICES								
16101 51101 PAY-DIRECTOR	69,092	0	69,092	69,206.67	.00	-114.67	100.2%	
16101 51102 PAY-REFERENCE LIB.	133,835	-4,075	129,760	98,469.20	.00	31,290.80	75.9%	
16101 51103 PAY-REFERENCE LIBRA	127,678	-700	126,978	119,126.10	.00	7,851.90	93.8%	
16101 51104 PAY-CHILDREN'S LIBR	133,145	-2,500	130,645	130,318.77	.00	326.23	99.8%	
16101 51105 PAY-CATALOGUER	39,345	0	39,345	39,344.69	.00	.31	100.0%	
16101 51108 PAY-CUSTODIAN	61,160	1,025	62,185	62,423.75	.00	-238.75	100.4%	
16101 51112 PAY-FINANCIAL MANAG	46,789	850	47,639	47,793.47	.00	-154.47	100.3%	
16101 51113 PAY-ASSISTANT DIREC	51,912	0	51,912	51,985.55	.00	-73.55	100.1%	
16101 51114 PAY-COMPUTER COORDI	76,446	1,200	77,646	77,925.20	.00	-279.20	100.4%	
16101 51115 PAY-COLLECTION DEV	43,054	0	43,054	43,218.80	.00	-164.80	100.4%	
16101 51400 PAY-LONGEVITY	6,000	0	6,000	4,475.00	.00	1,525.00	74.6%	
16101 51530 PAY-FAMILY & MEDICA	0	4,200	4,200	3,283.78	.00	916.22	78.2%	
TOTAL PERSONAL SERVICES	788,456	0	788,456	747,570.98	.00	40,885.02	94.8%	
2 EXPENSES								
16102 52100 ENERGY-GAS/OIL/ELEC	32,000	3,432	35,432	32,000.00	3,432.17	.00	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
TOTAL EXPENSES	32,000	3,432	35,432	32,000.00	3,432.17	.00	100.0%	
TOTAL PUBLIC LIBRARY	820,456	3,432	823,888	779,570.98	3,432.17	40,885.02	95.0%	
6300 RECREATION								
1 PERSONAL SERVICES								
16301 51101 PAY-RECREATION DIRE	71,761	2,899	74,660	71,187.29	.00	3,472.85	95.3%	
16301 51103 PAY-RECREATION COOR	55,000	2,222	57,222	47,860.65	.00	9,361.35	83.6%	
16301 51125 PAY-ADMINISTRATIVE	47,040	0	47,040	35,449.55	.00	11,590.45	75.4%	
16301 51240 PAY - TEMPORARY/SEA	110,000	0	110,000	105,634.25	.00	4,365.75	96.0%	
16301 51400 PAY-LONGEVITY	800	0	800	800.00	.00	.00	100.0%	
16301 51500 PAY-VACATION BUYBAC	0	0	0	1,017.79	.00	-1,017.79	100.0%	
16301 51510 PAY-SICK LEAVE BUYB	0	0	0	27.73	.00	-27.73	100.0%	
TOTAL PERSONAL SERVICES	284,601	5,121	289,722	261,977.26	.00	27,744.88	90.4%	
2 EXPENSES								
16302 52420 R & M - RECREATION	2,000	0	2,000	1,992.30	.00	7.70	99.6%	
16302 52701 EVENTS STAGING	8,000	0	8,000	5,000.00	.00	3,000.00	62.5%	
16302 53010 OTHER CONTRACTED SE	1,000	0	1,000	917.00	.00	83.00	91.7%	
16302 53030 PRINT/BIND/MICROFIL	500	0	500	.00	.00	500.00	.0%	
16302 53161 SPEC.EVENT-SENIOR F	3,500	0	3,500	3,500.00	.00	.00	100.0%	
16302 53164 SPORTS LEAGUES COST	8,000	0	8,000	7,970.70	.00	29.30	99.6%	
16302 53166 RECREATIONAL PROGRA	26,000	714	26,714	24,148.12	304.30	2,261.88	91.5%	
16302 53190 EDUCATION & TRAININ	500	0	500	500.00	.00	.00	100.0%	
16302 53430 ADVERTISING	500	90	590	590.00	.00	.00	100.0%	
16302 54200 OFFICE & PROF. SUPP	250	46	296	189.19	106.69	.00	100.0%	
16302 54220 SUPPLIES - OTHER	3,000	36	3,036	2,677.86	77.07	281.07	90.7%	
16302 57100 IN-STATE TRAVEL	500	0	500	227.13	.00	272.87	45.4%	
16302 57300 DUES & SUBSCRIPTION	300	0	300	135.00	.00	165.00	45.0%	
TOTAL EXPENSES	54,050	886	54,936	47,847.30	488.06	6,600.82	88.0%	
3 CAPITAL OUTLAY								
16303 58001 CAP.OUTLAY-VEHICLES	0	32,975	32,975	32,974.22	.00	.78	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
TOTAL CAPITAL OUTLAY	0	32,975	32,975	32,974.22	.00	.78	100.0%	
TOTAL RECREATION	338,651	38,982	377,633	342,798.78	488.06	34,346.48	90.9%	
6500 PARKS								
1 PERSONAL SERVICES								
16501 51106 PAY-HEAVY MOTOR EQU	98,426	0	98,426	53,630.16	.00	44,795.84	54.5%	
16501 51109 PAY-PARKS MAINTENAN	374,741	-4,676	370,065	328,967.61	.00	41,097.03	88.9%	
16501 51110 PAY-PARKS MAINT.CRA	46,254	0	46,254	41,449.68	.00	4,804.32	89.6%	
16501 51300 PAY-OVERTIME	20,000	0	20,000	11,209.26	.00	8,790.74	56.0%	
16501 51400 PAY-LONGEVITY	4,325	0	4,325	3,675.00	.00	650.00	85.0%	
16501 51530 PAY-FAMILY & MEDICA	0	4,676	4,676	2,605.70	.00	2,070.66	55.7%	
16501 51830 PAY-CLOTHING ALLOWA	2,750	0	2,750	2,200.00	.00	550.00	80.0%	
TOTAL PERSONAL SERVICES	546,496	0	546,496	443,737.41	.00	102,758.59	81.2%	
2 EXPENSES								
16502 52100 ENERGY-GAS/OIL/ELEC	27,407	8,942	36,349	30,494.62	3,665.02	2,189.26	94.0%	
16502 52300 WATER & SEWER	29,000	48,596	77,596	75,959.76	.00	1,636.38	97.9%	
16502 52410 R & M - VEHICLES	18,000	185	18,185	11,646.25	3,922.77	2,615.98	85.6%	
16502 52420 R & M - OTHER	15,000	0	15,000	7,983.16	3,984.85	3,031.99	79.8%	
16502 52500 R & M - FIELDS	62,500	-5,319	57,181	32,069.68	17,925.59	7,185.58	87.4%	
16502 52518 R&M POOLS	10,000	17,915	27,915	20,102.17	6,144.40	1,668.43	94.0%	
16502 53010 CONTRACT SERVICES	23,000	30	23,030	9,760.00	13,270.00	.00	100.0%	
16502 54220 SUPPLIES - OTHER	4,000	85	4,085	2,934.34	985.60	165.06	96.0%	
16502 55830 CLOTHING CONTRACT	2,250	610	2,860	1,660.34	1,199.46	.00	100.0%	
TOTAL EXPENSES	191,157	71,044	262,201	192,610.32	51,097.69	18,492.68	92.9%	
3 CAPITAL OUTLAY								
16503 58000 CAPITAL OUTLAY-EQUI	0	153,941	153,941	153,940.56	.00	.00	100.0%	
TOTAL CAPITAL OUTLAY	0	153,941	153,941	153,940.56	.00	.00	100.0%	
TOTAL PARKS	737,653	224,984	962,637	790,288.29	51,097.69	121,251.27	87.4%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES		BUDGET	USED
6910 MUSEUMS & MONUMENTS								
1 PERSONAL SERVICES								
16911 51101 PAY-DIRECTOR	70,000	2,828	72,828	74,405.06	.00		-1,577.06	102.2%
16911 51103 PAY-CITY HISTORIAN	55,000	2,222	57,222	58,398.69	.00		-1,176.69	102.1%
16911 51104 PAY-ENTERPRISE COOR	38,623	-6,065	32,558	31,033.52	.00		1,524.76	95.3%
16911 51106 PAY-OFFICE ASSISTAN	34,403	0	34,403	29,130.02	.00		5,272.98	84.7%
16911 51400 PAY-LONGEVITY	900	0	900	900.00	.00		.00	100.0%
16911 51500 PAY-VACATION BUYBAC	0	1,015	1,015	1,014.72	.00		.00	100.0%
TOTAL PERSONAL SERVICES	198,926	0	198,926	194,882.01	.00		4,043.99	98.0%
2 EXPENSES								
16912 52100 ENERGY-GAS/OIL/ELEC	26,858	875	27,733	26,702.38	1,031.07		.00	100.0%
16912 52300 WATER & SEWER	2,200	408	2,608	2,423.36	184.16		.00	100.0%
16912 52420 R & M - OTHER	20,000	3,139	23,139	18,385.49	4,753.37		.00	100.0%
16912 53009 CONTRACTED SERVICES	5,000	-760	4,240	1,957.80	2,282.64		.00	100.0%
16912 53030 PRINT/BIND/MICROFIL	700	-65	635	634.88	.00		.00	100.0%
16912 53190 EDUCATION & TRAININ	1,000	-315	685	685.00	.00		.00	100.0%
16912 53420 POSTAGE	100	-100	0	.00	.00		.00	.0%
16912 53430 ADVERTISING	1,000	-811	189	189.22	.00		.00	100.0%
16912 54200 OFFICE & PROF. SUPP	800	-205	595	594.87	.00		.00	100.0%
16912 54220 SUPPLIES - OTHER	800	170	970	970.23	.00		.00	100.0%
16912 57100 IN-STATE TRAVEL	250	-250	0	.00	.00		.00	.0%
16912 57300 DUES & SUBSCRIPTION	1,000	-49	951	951.00	.00		.00	100.0%
16912 57400 INSURANCE	3,825	0	3,825	3,825.00	.00		.00	100.0%
TOTAL EXPENSES	63,533	2,037	65,570	57,319.23	8,251.24		.00	100.0%
TOTAL MUSEUMS & MONUMENTS	262,459	2,037	264,496	252,201.24	8,251.24		4,043.99	98.5%
6930 WAR MEMORIAL COMMISSION								
1 PERSONAL SERVICES								
16931 51101 PAY-SR. BUILDING CU	45,373	0	45,373	44,520.25	.00		852.75	98.1%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
16931 51102 PAY-BUILDING CUSTOD	44,329	0	44,329	39,105.68	.00	5,223.32	88.2%	
16931 51300 PAY-OVERTIME	6,000	0	6,000	5,344.81	.00	655.19	89.1%	
16931 51400 PAY-LONGEVITY	0	0	0	800.00	.00	-800.00	100.0%	
16931 51830 CLOTHING ALLOWANCE	0	0	0	350.00	.00	-350.00	100.0%	
TOTAL PERSONAL SERVICES	95,702	0	95,702	90,120.74	.00	5,581.26	94.2%	
2 EXPENSES								
16932 52100 ENERGY-GAS/OIL/ELEC	33,311	9,079	42,390	34,178.25	3,485.59	4,725.77	88.9%	
16932 52300 WATER & SEWER	502	2,000	2,502	364.21	2,137.79	.00	100.0%	
16932 52500 R & M - BLDGS. & GR	14,500	30,175	44,675	30,094.59	4,044.71	10,535.20	76.4%	
TOTAL EXPENSES	48,313	41,253	89,566	64,637.05	9,668.09	15,260.97	83.0%	
3 CAPITAL OUTLAY								
16933 58001 CAP.OUT.-BLDG.IMPRO	0	99,450	99,450	94,730.00	4,720.00	.00	100.0%	
TOTAL CAPITAL OUTLAY	0	99,450	99,450	94,730.00	4,720.00	.00	100.0%	
TOTAL WAR MEMORIAL COMMISSION	144,015	140,703	284,718	249,487.79	14,388.09	20,842.23	92.7%	
6940 EXHIBIT HALL COMMISSION								
2 EXPENSES								
16942 52100 ENERGY-GAS/OIL/ELEC	44,130	13,558	57,688	48,536.59	8,300.45	850.84	98.5%	
16942 52300 WATER & SEWER	300	100	400	277.10	98.44	24.46	93.9%	
16942 52500 R & M - BLDGS. & GR	14,500	178	14,678	5,021.16	1,770.24	7,886.14	46.3%	
TOTAL EXPENSES	58,930	13,835	72,765	53,834.85	10,169.13	8,761.44	88.0%	
TOTAL EXHIBIT HALL COMMISSION	58,930	13,835	72,765	53,834.85	10,169.13	8,761.44	88.0%	
7100 LONG TERM DEBT SERVICE								
2 EXPENSES								

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET				BUDGET	USED	
17102 53017 LOAN ORIGATION &	0	0	0	1,493.13		.00	-1,493.13	100.0%	
TOTAL EXPENSES	0	0	0	1,493.13		.00	-1,493.13	100.0%	
4 DEBT SERVICE									
17104 59137 PRINC.-LT DEBT-PUBL	680,000	0	680,000	680,000.00		.00	.00	100.0%	
17104 59138 PRINC.-LT DEBT-CITY	2,640,000	0	2,640,000	2,640,000.00		.00	.00	100.0%	
17104 59160 PRINCIPAL-WATER	0	0	0	625,088.06		.00	-625,088.06	100.0%	
17104 59237 INT.-LT DEBT-PUBLIC	209,431	0	209,431	209,431.00		.00	.00	100.0%	
17104 59238 INT.-LT DEBT-CITY	764,519	0	764,519	764,520.00		.00	-1.00	100.0%	
17104 59260 INTEREST-WATER	0	0	0	322,221.37		.00	-322,221.37	100.0%	
TOTAL DEBT SERVICE	4,293,950	0	4,293,950	5,241,260.43		.00	-947,310.43	122.1%	
TOTAL LONG TERM DEBT SERVICE	4,293,950	0	4,293,950	5,242,753.56		.00	-948,803.56	122.1%	
7520 SHORT TERM DEBT SERVICE									
4 DEBT SERVICE									
17524 59290 INTEREST-SHORT TERM	150,000	0	150,000	218,777.78		.00	-68,777.78	145.9%	
TOTAL DEBT SERVICE	150,000	0	150,000	218,777.78		.00	-68,777.78	145.9%	
TOTAL SHORT TERM DEBT SERVICE	150,000	0	150,000	218,777.78		.00	-68,777.78	145.9%	
8200 STATE/COUNTY ASSESSMENTS									
2 EXPENSES									
18202 56350 STATE-RET.TEACH.HEA	4,019,583	0	4,019,583	4,019,583.00		.00	.00	100.0%	
18202 56360 STATE-AIR POLLUTION	0	9,365	9,365	9,365.00		.00	.00	100.0%	
18202 56370 STATE-RMV NON-RENEW	0	73,560	73,560	78,780.00		.00	-5,220.00	107.1%	
18202 56400 STATE-REGION.TRANSI	0	1,139,121	1,139,121	1,139,121.00		.00	.00	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
18202 56510 STATE-SPECIAL EDUCA	38,126	1,715	39,841	54,300.00	.00	-14,459.00	136.3%	
18202 56511 STATE-SCHOOL CHOICE	2,982,293	77,490	3,059,783	3,505,353.00	.00	-445,570.00	114.6%	
18202 56513 STATE-CHARTER SCHOO	14,270,523	-853,798	13,416,725	13,015,687.00	.00	401,038.00	97.0%	
18202 56514 STATE-CHARTER SCHOO	0	871,780	871,780	575,995.00	.00	295,785.00	66.1%	
TOTAL EXPENSES	21,310,525	1,319,233	22,629,758	22,398,184.00	.00	231,574.00	99.0%	
TOTAL STATE/COUNTY ASSESSMENTS	21,310,525	1,319,233	22,629,758	22,398,184.00	.00	231,574.00	99.0%	
9110 OTHER-RETIREMENT CONTRIB.								
1 PERSONAL SERVICES								
19111 51999 RETIREMENT CONTRIBU	12,563,043	0	12,563,043	.00	.00	12,563,043.00	.0%	
TOTAL PERSONAL SERVICES	12,563,043	0	12,563,043	.00	.00	12,563,043.00	.0%	
TOTAL OTHER-RETIREMENT CONTRIB.	12,563,043	0	12,563,043	.00	.00	12,563,043.00	.0%	
9120 OTHER-WORKERS COMP.								
1 PERSONAL SERVICES								
19121 51996 WORKERS COMP WAGE B	90,000	-6,403	83,597	80,288.09	.00	3,309.09	96.0%	
19121 51997 WORKERS COMP MEDICA	100,000	-98,726	1,274	1,274.20	.00	.00	100.0%	
19121 51999 WORKERS COMPENSATIO	0	25,161	25,161	24,000.00	1,160.89	.00	100.0%	
TOTAL PERSONAL SERVICES	190,000	-79,968	110,032	105,562.29	1,160.89	3,309.09	97.0%	
TOTAL OTHER-WORKERS COMP.	190,000	-79,968	110,032	105,562.29	1,160.89	3,309.09	97.0%	
9130 OTHER-UNEMPLOYMENT COMP.								
1 PERSONAL SERVICES								
19131 51999 UNEMPLOYMENT COMPEN	70,000	-21,762	48,238	48,237.88	.00	.00	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
TOTAL PERSONAL SERVICES	70,000	-21,762	48,238	48,237.88	.00	.00	100.0%	
TOTAL OTHER-UNEMPLOYMENT COMP.	70,000	-21,762	48,238	48,237.88	.00	.00	100.0%	
9140 OTHER-HEALTH INSUR.(32B)								
1 PERSONAL SERVICES								
19141 51999 HEALTH INSURANCE	13,084,880	-12,735,226	349,654	414,878.13	64,634.10	-129,858.13	137.1%	
TOTAL PERSONAL SERVICES	13,084,880	-12,735,226	349,654	414,878.13	64,634.10	-129,858.13	137.1%	
TOTAL OTHER-HEALTH INSUR.(32B)	13,084,880	-12,735,226	349,654	414,878.13	64,634.10	-129,858.13	137.1%	
9150 OTHER-LIFE INSURANCE								
1 PERSONAL SERVICES								
19151 51999 LIFE INSURANCE	90,000	-21,027	68,973	52,319.31	.00	16,653.33	75.9%	
TOTAL PERSONAL SERVICES	90,000	-21,027	68,973	52,319.31	.00	16,653.33	75.9%	
TOTAL OTHER-LIFE INSURANCE	90,000	-21,027	68,973	52,319.31	.00	16,653.33	75.9%	
9160 OTHER-F.I.C.A.-M.								
1 PERSONAL SERVICES								
19161 51999 F.I.C.A.-MEDICARE	1,600,000	0	1,600,000	1,435,827.69	.00	164,172.31	89.7%	
TOTAL PERSONAL SERVICES	1,600,000	0	1,600,000	1,435,827.69	.00	164,172.31	89.7%	
TOTAL OTHER-F.I.C.A.-M.	1,600,000	0	1,600,000	1,435,827.69	.00	164,172.31	89.7%	
9190 OTHER-POL./FIRE INDEM.								
1 PERSONAL SERVICES								

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
19191 51999 POL./FIRE INDEMNIFI	80,000	-80,000	0	.00	.00	.00	.0%	
TOTAL PERSONAL SERVICES	80,000	-80,000	0	.00	.00	.00	.0%	
TOTAL OTHER-POL./FIRE INDEM.	80,000	-80,000	0	.00	.00	.00	.0%	
9200 OTHER-TRAVEL								
2 EXPENSES								
19202 57100 IN-STATE TRAVEL	0	5,000	5,000	.00	.00	5,000.00	.0%	
19202 57200 OUT-OF-STATE TRAVEL	3,000	15,000	18,000	13,614.99	4,255.32	129.69	99.3%	
TOTAL EXPENSES	3,000	20,000	23,000	13,614.99	4,255.32	5,129.69	77.7%	
TOTAL OTHER-TRAVEL	3,000	20,000	23,000	13,614.99	4,255.32	5,129.69	77.7%	
9400 OTHER-PROP./LIAB. INSUR.								
2 EXPENSES								
19402 57400 CITY PROP/LIAB INSU	900,000	0	900,000	844,055.00	.00	55,945.00	93.8%	
19402 57408 SHORT TERM DISABILI	47,392	5,762	53,154	49,797.55	3,356.32	.00	100.0%	
TOTAL EXPENSES	947,392	5,762	953,154	893,852.55	3,356.32	55,945.00	94.1%	
TOTAL OTHER-PROP./LIAB. INSUR.	947,392	5,762	953,154	893,852.55	3,356.32	55,945.00	94.1%	
9410 OTHER-LEGAL CLAIMS/JUDG'T								
2 EXPENSES								
19412 57630 CLAIMS - GENERAL	200,000	-31,652	168,348	168,333.32	.00	15.00	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
19412 57640 MED.CLAIMS-P & F	200,000	344,756	544,756	581,413.47	4,829.16	-41,486.38	107.6%	
TOTAL EXPENSES	400,000	313,105	713,105	749,746.79	4,829.16	-41,471.38	105.8%	
TOTAL OTHER-LEGAL CLAIMS/JUDG'T	400,000	313,105	713,105	749,746.79	4,829.16	-41,471.38	105.8%	
9420 INCOME REPLACEMENT BUYBACKS								
1 PERSONAL SERVICES								
19421 51950 IRP LEAVE TIME BUYB	100,000	641	100,641	100,640.95	.00	.00	100.0%	
TOTAL PERSONAL SERVICES	100,000	641	100,641	100,640.95	.00	.00	100.0%	
TOTAL INCOME REPLACEMENT BUYBACKS	100,000	641	100,641	100,640.95	.00	.00	100.0%	
9440 CANNABIS IMPACT								
2 EXPENSES								
19442 53005 OPED LEGAL SERVICES	0	36,386	36,386	17,896.16	11,977.99	6,511.50	82.1%	
19442 53006 OPED MUN. SUPPORT M	0	70,943	70,943	67,315.00	3,628.00	.00	100.0%	
19442 53009 SUBSTANCE ABUSE	0	22,517	22,517	14,992.18	.00	7,524.46	66.6%	
19442 53010 BOH CANNABIS INSPEC	0	75,000	75,000	.00	.00	75,000.00	.0%	
19442 53018 OPED MARKETING	0	18,224	18,224	10,512.50	7,711.85	.00	100.0%	
TOTAL EXPENSES	0	223,070	223,070	110,715.84	23,317.84	89,035.96	60.1%	
3 CAPITAL OUTLAY								
19443 58001 DPW MAIN STREET SAF	0	192,322	192,322	192,322.13	.00	.00	100.0%	
19443 58002 DPW RACE STREET IMP	0	379,127	379,127	3,702.09	10,925.19	364,500.00	3.9%	
TOTAL CAPITAL OUTLAY	0	571,449	571,449	196,024.22	10,925.19	364,500.00	36.2%	
TOTAL CANNABIS IMPACT	0	794,519	794,519	306,740.06	34,243.03	453,535.96	42.9%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	193,549,599	11,543,989	205,093,588	177,593,094.30	2,977,692.60	24,522,800.93	88.0%

** END OF REPORT - Generated by Tanya Wdowiak **

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR:			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
0010	GENERAL	FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	USED
0000								
2 EXPENSES								
10002	59753	TRANS. TO DENTAL IN	325,000	0	325,000	9,776.68	.00	315,223.32 3.0%
10002	59754	TRANS. TO HEALTH IN	13,421,739	0	13,421,739	.00	.00	13,421,739.00 .0%
10002	59790	TRANS TO HEALTH INS	0	0	0	256,521.87	.00	-256,521.87 100.0%
TOTAL EXPENSES			13,746,739	0	13,746,739	266,298.55	.00	13,480,440.45 1.9%
TOTAL			13,746,739	0	13,746,739	266,298.55	.00	13,480,440.45 1.9%
1120 CITY COUNCIL								
1 PERSONAL SERVICES								
11121	51201	PAY-CITY COUNCILORS	131,000	0	131,000	10,916.63	.00	120,083.37 8.3%
11121	51203	PAY-CLERK OF CITY C	4,000	0	4,000	333.33	.00	3,666.67 8.3%
TOTAL PERSONAL SERVICES			135,000	0	135,000	11,249.96	.00	123,750.04 8.3%
2 EXPENSES								
11122	53010	PROFESSIONAL SERVIC	13,660	0	13,660	.00	.00	13,660.00 .0%
11122	53190	EDUCATION & TRAININ	2,500	0	2,500	.00	.00	2,500.00 .0%
11122	53430	ADVERTISING	1,500	0	1,500	.00	.00	1,500.00 .0%
11122	57100	IN-STATE TRAVEL	5,000	0	5,000	.00	.00	5,000.00 .0%
TOTAL EXPENSES			22,660	0	22,660	.00	.00	22,660.00 .0%
TOTAL CITY COUNCIL			157,660	0	157,660	11,249.96	.00	146,410.04 7.1%
1210 MAYOR								
1 PERSONAL SERVICES								
11211	51101	PAY-MAYOR	100,000	0	100,000	5,384.61	.00	94,615.39 5.4%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11211 51102 PAY-EXECUTIVE ASSIS	54,633	0	54,633	2,930.48	.00	51,702.52	5.4%
11211 51103 PAY-AIDE TO MAYOR	48,238	0	48,238	2,587.43	.00	45,650.57	5.4%
11211 51104 PAY-CHIEF ADMIN FIN	137,500	0	137,500	.00	.00	137,500.00	.0%
11211 51400 PAY-LONGEVITY	675	0	675	.00	.00	675.00	.0%
11211 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11211 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11211 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11211 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	341,050	0	341,050	10,902.52	.00	330,147.48	3.2%

2 EXPENSES

11212 53009 CONTRACTED SERVICES	25,000	-3,600	21,400	40,522.13	-40,522.13	21,400.00	.0%
11212 53190 EDUCATION & TRAININ	1,700	0	1,700	.00	.00	1,700.00	.0%
11212 54200 OFFICE & PROF. SUPP	1,000	0	1,000	.00	.00	1,000.00	.0%
11212 57100 IN-STATE TRAVEL	600	0	600	45.00	.00	555.00	7.5%
11212 57300 DUES & SUBSCRIPTION	5,162	3,600	8,762	8,515.50	.00	246.50	97.2%
11212 57800 VIP RECEPTION(CH40/	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL EXPENSES	34,462	0	34,462	49,082.63	-40,522.13	25,901.50	24.8%
TOTAL MAYOR	375,512	0	375,512	59,985.15	-40,522.13	356,048.98	5.2%

1350 CITY AUDITOR

1 PERSONAL SERVICES

11351 51101 PAY-AUDITOR	91,490	0	91,490	4,907.47	.00	86,582.53	5.4%
11351 51103 PAY-PROFESSIONAL AC	81,916	0	81,916	4,393.95	.00	77,522.05	5.4%
11351 51106 PAY-PROF ACCOUNTANT	70,409	0	70,409	.00	.00	70,409.00	.0%
11351 51107 PAY-ASSISTANT ACCOU	58,925	0	58,925	3,073.28	.00	55,851.72	5.2%
11351 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11351 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11351 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11351 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	302,744	0	302,744	12,374.70	.00	290,369.30	4.1%

2 EXPENSES

11352 53010 PROFESSIONAL ACCT/A	155,000	0	155,000	.00	.00	155,000.00	.0%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11352 53030 PRINT/BIND/MICROFIL	400	0	400	.00	.00	400.00	.0%
11352 53190 EDUCATION & TRAININ	440	0	440	.00	.00	440.00	.0%
11352 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
11352 57100 IN-STATE TRAVEL	600	0	600	.00	.00	600.00	.0%
11352 57300 DUES & SUBSCRIPTION	90	0	90	90.00	.00	.00	100.0%
TOTAL EXPENSES	156,780	0	156,780	90.00	.00	156,690.00	.1%
TOTAL CITY AUDITOR	459,524	0	459,524	12,464.70	.00	447,059.30	2.7%

1380 PROCUREMENT

1 PERSONAL SERVICES

11381 51101 PAY-CHIEF PROCUREME	87,032	0	87,032	4,600.51	.00	82,431.49	5.3%
11381 51102 PAY-ASSISTANT C.P.O	70,000	0	70,000	.00	.00	70,000.00	.0%
11381 51105 PAY-ACCTS. PAY. SPE	55,115	0	55,115	2,871.40	.00	52,243.60	5.2%
11381 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11381 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11381 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11381 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	212,151	0	212,151	7,471.91	.00	204,679.09	3.5%

2 EXPENSES

11382 52440 LEASE AGREEMENTS CO	55,000	0	55,000	1,175.94	48,824.06	5,000.00	90.9%
11382 53190 EDUCATION & TRAININ	500	0	500	.00	.00	500.00	.0%
11382 53410 TELEPHONE USAGE CHA	85,000	0	85,000	6,748.02	65,251.98	13,000.00	84.7%
11382 53430 ADVERTISING	5,000	0	5,000	1,578.24	2,121.76	1,300.00	74.0%
11382 54205 CENTRAL OFFICE SUPP	18,000	0	18,000	270.74	5,729.26	12,000.00	33.3%
11382 57100 IN-STATE TRAVEL	500	0	500	114.35	-114.35	500.00	.0%
11382 57300 DUES & SUBSCRIPTION	250	0	250	.00	.00	250.00	.0%
11382 57400 INSURANCE	250	0	250	.00	.00	250.00	.0%
TOTAL EXPENSES	164,500	0	164,500	9,887.29	121,812.71	32,800.00	80.1%
TOTAL PROCUREMENT	376,651	0	376,651	17,359.20	121,812.71	237,479.09	36.9%

1410 ASSESSORS

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
11411 51101	PAY-ASSESSOR	64,856	0	64,856	3,448.66	.00	61,407.34	5.3%
11411 51102	PAY-ASSISTANT ASSES	57,843	0	57,843	3,041.92	.00	54,801.08	5.3%
11411 51105	PAY-CHIEF ASSESS/AP	89,000	0	89,000	4,773.96	.00	84,226.04	5.4%
11411 51400	PAY-LONGEVITY	1,950	0	1,950	.00	.00	1,950.00	.0%
11411 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11411 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11411 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11411 51910	PAY-CERTIFICATION S	1,000	0	1,000	76.92	.00	923.08	7.7%
11411 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES		214,653	0	214,653	11,341.46	.00	203,311.54	5.3%
2 EXPENSES								
11412 53010	PROF. ASSESSMENT SE	42,800	0	42,800	.00	.00	42,800.00	.0%
11412 53190	EDUCATION & TRAININ	2,500	0	2,500	.00	.00	2,500.00	.0%
11412 54200	OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
11412 57100	IN-STATE TRAVEL	1,750	0	1,750	.00	.00	1,750.00	.0%
11412 57300	DUES & SUBSCRIPTION	360	0	360	279.00	.00	81.00	77.5%
TOTAL EXPENSES		47,660	0	47,660	279.00	.00	47,381.00	.6%
TOTAL ASSESSORS		262,313	0	262,313	11,620.46	.00	250,692.54	4.4%
1450 CITY TREASURER								
1 PERSONAL SERVICES								
11451 51101	PAY-TREASURER	85,000	0	85,000	4,576.92	.00	80,423.08	5.4%
11451 51102	PAY-ASSISTANT TREAS	58,059	0	58,059	3,114.26	.00	54,944.74	5.4%
11451 51125	PAY-ADMINISTRATIVE	40,835	0	40,835	2,147.18	.00	38,687.82	5.3%
11451 51131	PAY-SR PAYROLL SPEC	60,858	0	60,858	3,200.68	.00	57,657.32	5.3%
11451 51132	PAY-PAYROLL SPECIAL	45,365	0	45,365	2,385.32	.00	42,979.68	5.3%
11451 51300	PAY-OVERTIME	0	0	0	293.94	.00	-293.94	100.0%
11451 51400	PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%
11451 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11451 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11451 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
11451 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	290,921	0	290,921	15,718.30	.00	275,202.70	5.4%	
2 EXPENSES								
11452 52400 R & M - OFFICE EQUI	2,500	0	2,500	.00	.00	2,500.00	.0%	
11452 53010 PROFESSIONAL SERVIC	30,000	0	30,000	30,000.00	.00	.00	100.0%	
11452 53030 PRINT/BIND/MICROFIL	5,000	0	5,000	.00	.00	5,000.00	.0%	
11452 53040 BORROWING CERTIFICA	5,000	0	5,000	.00	.00	5,000.00	.0%	
11452 53050 LAND COURT FILINGS	80,000	0	80,000	.00	.00	80,000.00	.0%	
11452 53055 REGISTER OF DEEDS F	6,000	0	6,000	.00	.00	6,000.00	.0%	
11452 53060 BANKING SERVICES	30,000	0	30,000	.00	.00	30,000.00	.0%	
11452 53100 FSA ADMINISTRATION	20,000	0	20,000	.00	.00	20,000.00	.0%	
11452 53190 EDUCATION & TRAININ	2,125	0	2,125	.00	.00	2,125.00	.0%	
11452 53420 POSTAGE	80,000	0	80,000	4,866.63	-4,866.63	80,000.00	.0%	
11452 54200 OFFICE & PROF. SUPP	250	0	250	949.82	-949.82	250.00	.0%	
11452 55820 DATA PROCESSING-PAY	2,000	0	2,000	.00	.00	2,000.00	.0%	
11452 56000 TAX LIABILITY/PENAL	1,000	0	1,000	.00	.00	1,000.00	.0%	
11452 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%	
11452 57300 DUES & SUBSCRIPTION	500	0	500	.00	.00	500.00	.0%	
11452 57400 SURETY BOND	1,200	0	1,200	.00	.00	1,200.00	.0%	
TOTAL EXPENSES	266,575	0	266,575	35,816.45	-5,816.45	236,575.00	11.3%	
TOTAL CITY TREASURER	557,496	0	557,496	51,534.75	-5,816.45	511,777.70	8.2%	
1460 TAX COLLECTOR								
1 PERSONAL SERVICES								
11461 51101 PAY-TAX COLLECTOR	88,775	0	88,775	1,972.76	.00	86,802.24	2.2%	
11461 51106 PAY-SR DEPUTY TAX C	60,858	0	60,858	3,200.68	.00	57,657.32	5.3%	
11461 51107 PAY-REVENUE COLLECT	45,400	0	45,400	2,370.62	.00	43,029.38	5.2%	
11461 51400 PAY-LONGEVITY	900	0	900	.00	.00	900.00	.0%	
11461 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
11461 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
11461 51530 PAY-FAMILY & MEDICA	1	0	1	2,380.91	.00	-2,379.91*****%		

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11461 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	195,937	0	195,937	9,924.97	.00	186,012.03	5.1%	
2 EXPENSES								
11462 53010 TAX TITLE CERTIFICA	13,075	0	13,075	.00	.00	13,075.00	.0%	
11462 53085 DEPUTY COLLECTOR SE	0	0	0	-4,506.00	-12,842.00	17,348.00	100.0%	
11462 53100 OTHER CONTRACT SERV	3,000	-20	2,980	.00	.00	2,980.00	.0%	
11462 53190 EDUCATION & TRAININ	875	0	875	.00	250.00	625.00	28.6%	
11462 53430 ADVERTISING	8,000	0	8,000	.00	.00	8,000.00	.0%	
11462 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%	
11462 54210 PARKING TICKETS	1,700	0	1,700	.00	.00	1,700.00	.0%	
11462 57100 IN-STATE TRAVEL	1,000	0	1,000	49.00	.00	951.00	4.9%	
11462 57300 DUES & SUBSCRIPTION	140	20	160	160.00	.00	.00	100.0%	
11462 57400 INSURANCE	800	0	800	.00	.00	800.00	.0%	
TOTAL EXPENSES	28,840	0	28,840	-4,297.00	-12,592.00	45,729.00	-58.6%	
TOTAL TAX COLLECTOR	224,777	0	224,777	5,627.97	-12,592.00	231,741.03	-3.1%	
1510 CITY SOLICITOR								
1 PERSONAL SERVICES								
11511 51101 PAY-SOLICITOR	108,000	0	108,000	5,815.38	.00	102,184.62	5.4%	
11511 51102 PAY-ASSISTANT SOLIC	188,000	0	188,000	10,123.07	.00	177,876.93	5.4%	
11511 51103 PAY-ASSOCIATE SOLIC	41,000	0	41,000	.00	.00	41,000.00	.0%	
11511 51108 PAY-PARALEGAL	55,271	0	55,271	2,976.13	.00	52,294.87	5.4%	
11511 51201 PAY-PT ASSISTANT SO	50,000	0	50,000	2,692.31	.00	47,307.69	5.4%	
11511 51500 PAY-VACATION BUYBAC	1	0	1	488.44	.00	-487.44*****%		
11511 51510 PAY-SICK LEAVE BUYB	1	0	1	250.00	.00	-249.00*****%		
11511 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
11511 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	442,275	0	442,275	22,345.33	.00	419,929.67	5.1%	
2 EXPENSES								
11512 52400 R & M - OFFICE EQUI	700	0	700	.00	.00	700.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11512 53006 PROFESSIONAL SERVIC	20,000	0	20,000	1,787.50	.00	18,212.50	8.9%	
11512 53010 SPECIAL COUNSEL SER	85,000	0	85,000	.00	48,000.00	37,000.00	56.5%	
11512 53190 EDUCATION & TRAININ	500	0	500	.00	.00	500.00	.0%	
11512 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%	
11512 57100 IN-STATE TRAVEL	1,800	0	1,800	.00	.00	1,800.00	.0%	
11512 57300 DUES & SUBSCRIPTION	7,000	0	7,000	309.27	.00	6,690.73	4.4%	
11512 57600 LITIGATION	9,000	0	9,000	107.76	465.92	8,426.32	6.4%	
11512 57605 RECORDING FEES	500	0	500	.00	.00	500.00	.0%	
TOTAL EXPENSES	124,750	0	124,750	2,204.53	48,465.92	74,079.55	40.6%	
TOTAL CITY SOLICITOR	567,025	0	567,025	24,549.86	48,465.92	494,009.22	12.9%	
1520 PERSONNEL ADMINISTRATION								
1 PERSONAL SERVICES								
11521 51101 PAY-PERSON. ADMINIS	92,926	0	92,926	5,003.71	.00	87,922.29	5.4%	
11521 51102 PAY-PERSONNEL ASSIS	113,122	0	113,122	6,091.17	.00	107,030.83	5.4%	
11521 51104 PAY-HEAD ADMINISTRA	39,285	0	39,285	2,107.23	.00	37,177.77	5.4%	
11521 51201 PAY-LABOR SERV. DIR	1,050	0	1,050	80.76	.00	969.24	7.7%	
11521 51400 PAY-LONGEVITY	1,000	0	1,000	.00	.00	1,000.00	.0%	
11521 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
11521 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
11521 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
11521 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	247,387	0	247,387	13,282.87	.00	234,104.13	5.4%	
2 EXPENSES								
11522 52400 R & M - OFFICE EQUI	2,500	0	2,500	.00	.00	2,500.00	.0%	
11522 53009 CONTRACTED PROF. SE	50,000	0	50,000	.00	45,975.00	4,025.00	92.0%	
11522 53010 PROF.SERV.-EMPLOYEE	1,450	0	1,450	.00	.00	1,450.00	.0%	
11522 53011 PROF.SERV.-EMPLOYEE	16,680	0	16,680	1,390.01	15,290.11	-.12	100.0%	
11522 53190 EDUCATION & TRAININ	2,500	0	2,500	.00	.00	2,500.00	.0%	
11522 53430 ADVERTISING	3,000	0	3,000	.00	250.00	2,750.00	8.3%	
11522 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%	
11522 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
11522 57300 DUES & SUBSCRIPTION	600	0	600	300.00	.00	300.00	50.0%	
TOTAL EXPENSES	77,980	0	77,980	1,690.01	61,515.11	14,774.88	81.1%	
TOTAL PERSONNEL ADMINISTRATION	325,367	0	325,367	14,972.88	61,515.11	248,879.01	23.5%	
1550 DATA PROCESSING								
2 EXPENSES								
11552 53010 PROFESSIONAL CONSUL	419,500	50,000	469,500	34,060.42	60,000.00	375,439.58	20.0%	
11552 53100 SOFTWARE LICENSE/US	375,720	-50,000	325,720	159,993.99	20,646.89	145,079.12	55.5%	
11552 53180 SYSTEM HARD/SOFTWARE	110,000	0	110,000	49,632.12	-48,046.21	108,414.09	1.4%	
TOTAL EXPENSES	905,220	0	905,220	243,686.53	32,600.68	628,932.79	30.5%	
TOTAL DATA PROCESSING	905,220	0	905,220	243,686.53	32,600.68	628,932.79	30.5%	
1570 ADMIN. ASSIST. TO CITY COUNCIL								
1 PERSONAL SERVICES								
11571 51101 PAY-ADMIN.ASSIST.TO	51,197	0	51,197	2,746.15	.00	48,450.85	5.4%	
11571 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
11571 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
11571 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
11571 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	51,201	0	51,201	2,746.15	.00	48,454.85	5.4%	
2 EXPENSES								
11572 54200 OFFICE & PROF. SUPP	250	0	250	203.44	-80.56	127.12	49.2%	
TOTAL EXPENSES	250	0	250	203.44	-80.56	127.12	49.2%	
TOTAL ADMIN. ASSIST. TO CITY COUNCIL	51,451	0	51,451	2,949.59	-80.56	48,581.97	5.6%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
1610 CITY CLERK							
1 PERSONAL SERVICES							
11611 51101 PAY-CLERK	85,000	0	85,000	4,576.92	.00	80,423.08	5.4%
11611 51102 PAY-ASSISTANT CLERK	58,487	0	58,487	3,137.21	.00	55,349.79	5.4%
11611 51105 PAY-2ND ASSISTANT C	55,043	0	55,043	2,873.36	.00	52,169.64	5.2%
11611 51126 PAY-SR ADMINISTRATI	47,740	0	47,740	2,510.76	.00	45,229.24	5.3%
11611 51210 ELECTION OFFICERS	35,000	0	35,000	.00	.00	35,000.00	.0%
11611 51240 PAY-TEMPORARY/SEASO	650	0	650	.00	.00	650.00	.0%
11611 51250 PAY-EXTRA CLERICAL	2,000	0	2,000	.00	.00	2,000.00	.0%
11611 51300 PAY-OVERTIME	6,000	0	6,000	.00	.00	6,000.00	.0%
11611 51400 PAY-LONGEVITY	675	0	675	.00	.00	675.00	.0%
11611 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11611 51510 PAY-SICK LEAVE BUYB	1	0	1	301.40	.00	-300.40*****%	
11611 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11611 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	290,599	0	290,599	13,399.65	.00	277,199.35	4.6%
2 EXPENSES							
11612 52400 R & M - OFFICE EQUI	1,000	0	1,000	.00	.00	1,000.00	.0%
11612 52420 R & M - OTHER	6,000	0	6,000	4,200.00	.00	1,800.00	70.0%
11612 52700 EQUIPMENT/BLDG. REN	1,800	0	1,800	.00	.00	1,800.00	.0%
11612 53010 RECORDS RETENTION	2,000	0	2,000	.00	.00	2,000.00	.0%
11612 53020 ORDINANCE CODIFICAT	6,000	0	6,000	.00	.00	6,000.00	.0%
11612 53030 PRINT/BIND/MICROFIL	12,000	0	12,000	.00	.00	12,000.00	.0%
11612 53100 OTHER SERVICES	2,000	0	2,000	.00	.00	2,000.00	.0%
11612 53190 EDUCATION & TRAININ	500	0	500	.00	.00	500.00	.0%
11612 53410 TELEPHONE USAGE CHA	2,500	0	2,500	.00	.00	2,500.00	.0%
11612 53420 POSTAGE	12,000	0	12,000	.00	.00	12,000.00	.0%
11612 53430 ADVERTISING	300	0	300	.00	.00	300.00	.0%
11612 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
11612 57100 IN-STATE TRAVEL	1,500	0	1,500	.00	.00	1,500.00	.0%
11612 57300 DUES & SUBSCRIPTION	550	0	550	.00	.00	550.00	.0%
11612 57303 ANIMAL SYSTEM MODUL	3,000	0	3,000	.00	.00	3,000.00	.0%
TOTAL EXPENSES	51,400	0	51,400	4,200.00	.00	47,200.00	8.2%
TOTAL CITY CLERK	341,999	0	341,999	17,599.65	.00	324,399.35	5.1%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	EXPENDED	ENCUMBRANCES	BUDGET	USED

1630 VOTER REGISTRATION

1 PERSONAL SERVICES

11631 51103	PAY-ASSIST. REGISTR	55,139	0	55,139	3,935.47	.00	51,203.53	7.1%
11631 51201	PAY-REGISTRAR COMMI	5,025	0	5,025	386.56	.00	4,638.44	7.7%
11631 51250	PAY-TEMPORARY/SEASO	5,000	0	5,000	192.00	.00	4,808.00	3.8%
11631 51300	PAY-OVERTIME	2,000	0	2,000	.00	.00	2,000.00	.0%
11631 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11631 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11631 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11631 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES		67,168	0	67,168	4,514.03	.00	62,653.97	6.7%

2 EXPENSES

11632 53020	CENSUS	8,000	0	8,000	.00	.00	8,000.00	.0%
11632 53030	PRINT/BIND/MICROFIL	300	0	300	.00	.00	300.00	.0%
11632 53420	POSTAGE	500	0	500	.00	.00	500.00	.0%
11632 54200	OFFICE & PROF. SUPP	200	0	200	.00	.00	200.00	.0%
TOTAL EXPENSES		9,000	0	9,000	.00	.00	9,000.00	.0%
TOTAL VOTER REGISTRATION		76,168	0	76,168	4,514.03	.00	71,653.97	5.9%

1710 CONSERVATION

1 PERSONAL SERVICES

11711 51101	PAY-CONSERVATION OF	80,681	0	80,681	4,264.64	.00	76,416.36	5.3%
11711 51102	PAY-CONSERVATION PL	55,000	0	55,000	3,032.08	.00	51,967.92	5.5%
11711 51400	PAY-LONGEVITY	500	0	500	.00	.00	500.00	.0%
11711 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11711 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11711 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11711 51850 PAY-AUTO ALLOWANCE	2,820	0	2,820	235.00	.00	2,585.00	8.3%
11711 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	139,005	0	139,005	7,531.72	.00	131,473.28	5.4%

2 EXPENSES

11712 53010 PROFESSIONAL SERVIC	50	0	50	.00	.00	50.00	.0%
11712 53100 CONSERVATION RESTRI	500	-111	389	.00	.00	389.00	.0%
11712 53190 EDUCATION & TRAININ	700	0	700	.00	.00	700.00	.0%
11712 53430 ADVERTISING	50	0	50	.00	.00	50.00	.0%
11712 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
11712 57100 IN-STATE TRAVEL	100	0	100	.00	.00	100.00	.0%
11712 57300 DUES & SUBSCRIPTION	300	111	411	411.00	.00	.00	100.0%
TOTAL EXPENSES	1,950	0	1,950	411.00	.00	1,539.00	21.1%
TOTAL CONSERVATION	140,955	0	140,955	7,942.72	.00	133,012.28	5.6%

1750 CITY PLANNING

1 PERSONAL SERVICES

11751 51101 PAY- DIRECTOR	90,880	0	90,880	4,874.75	.00	86,005.25	5.4%
11751 51102 PAY-ASST DIR ECON D	82,262	0	82,262	4,348.26	.00	77,913.74	5.3%
11751 51105 PAY-SR. PROJ MANAGE	59,166	0	59,166	.00	.00	59,166.00	.0%
11751 51106 PAY-PLANNER I	113,638	0	113,638	6,006.75	.00	107,631.25	5.3%
11751 51108 PAY-ASST DIRECTOR P	82,262	0	82,262	4,348.26	.00	77,913.74	5.3%
11751 51112 PAY-LICENSING AGENT	49,713	0	49,713	2,614.64	.00	47,098.36	5.3%
11751 51125 PAY-ADMINISTRATIVE	46,092	0	46,092	2,404.92	.00	43,687.08	5.2%
11751 51201 PAY-LICENSE COMMISS	2,800	0	2,800	233.33	.00	2,566.67	8.3%
11751 51300 PAY-OVERTIME	4,000	0	4,000	147.24	.00	3,852.76	3.7%
11751 51400 PAY-LONGEVITY	2,500	0	2,500	.00	.00	2,500.00	.0%
11751 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
11751 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
11751 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
11751 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	533,317	0	533,317	24,978.15	.00	508,338.85	4.7%

2 EXPENSES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11752 53010 OTHER CONTRACTED SE	10,000	0	10,000	1,057.31	467.50	8,475.19	15.2%
11752 53020 PARCEL MAPPING SERV	11,500	0	11,500	.00	.00	11,500.00	.0%
11752 53030 PRINT/BIND/MICROFIL	200	0	200	.00	.00	200.00	.0%
11752 53166 HISTORIC PROGRAM CO	200	0	200	.00	.00	200.00	.0%
11752 53190 EDUCATION & TRAININ	3,000	0	3,000	.00	.00	3,000.00	.0%
11752 53430 ADVERTISING	500	0	500	.00	.00	500.00	.0%
11752 54200 OFFICE & PROF. SUPP	200	0	200	.00	120.00	80.00	60.0%
11752 56900 PIONEER VALLEY PLAN	7,335	0	7,335	.00	.00	7,335.00	.0%
11752 57100 IN-STATE TRAVEL	1,500	0	1,500	.00	.00	1,500.00	.0%
11752 57300 DUES & SUBSCRIPTION	500	0	500	.00	.00	500.00	.0%
11752 57615 DEP COMPLIANCE FEES	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL EXPENSES	35,935	0	35,935	1,057.31	587.50	34,290.19	4.6%
TOTAL CITY PLANNING	569,252	0	569,252	26,035.46	587.50	542,629.04	4.7%

2100 POLICE

1 PERSONAL SERVICES

12101 51101 PAY-POLICE CHIEF	150,000	0	150,000	8,480.77	.00	141,519.23	5.7%
12101 51103 PAY-POLICE CAPTAIN	518,912	0	518,912	24,276.99	.00	494,635.01	4.7%
12101 51104 PAY-POLICE LIEUTENA	906,146	0	906,146	41,915.62	.00	864,230.38	4.6%
12101 51105 PAY-POLICE SERGEANT	1,471,107	0	1,471,107	59,129.29	.00	1,411,977.71	4.0%
12101 51107 PAY-PATROL OFFICERS	6,394,400	0	6,394,400	276,906.23	.00	6,117,493.77	4.3%
12101 51109 PAY-POLICE RESERVES	50,000	0	50,000	704.00	.00	49,296.00	1.4%
12101 51110 PAY-SENIOR CLERK/TY	471,377	0	471,377	22,991.84	.00	448,385.16	4.9%
12101 51117 PAY- E-911 DISPATCH	617,043	0	617,043	31,860.28	.00	585,182.72	5.2%
12101 51118 PAY-ADMIN.ASST.TO P	46,468	0	46,468	2,314.48	.00	44,153.52	5.0%
12101 51123 PAY-BOOKKEEPER	67,343	0	67,343	3,838.80	.00	63,504.20	5.7%
12101 51132 PAY-CRIME ANALYST	70,407	0	70,407	2,692.31	.00	67,714.69	3.8%
12101 51180 PAY-INJURED ON DUTY	0	0	0	33,800.60	.00	-33,800.60	100.0%
12101 51203 PAY-E-911 DISPATCH	10,000	0	10,000	.00	.00	10,000.00	.0%
12101 51300 PAY-OVERTIME	350,000	0	350,000	50,285.59	.00	299,714.41	14.4%
12101 51320 PARADE OVERTIME	70,000	0	70,000	.00	.00	70,000.00	.0%
12101 51321 SPECIAL EVENTS - OV	60,000	0	60,000	.00	.00	60,000.00	.0%
12101 51322 ELECTIONS OVERTIME	20,000	0	20,000	.00	.00	20,000.00	.0%
12101 51323 SNOW/OTHER OVERTIME	8,000	0	8,000	.00	.00	8,000.00	.0%
12101 51400 PAY-LONGEVITY	149,209	0	149,209	18,313.87	.00	130,895.13	12.3%
12101 51410 PAY-HOLIDAY BONUS	65,000	0	65,000	7,290.00	.00	57,710.00	11.2%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12101 51440 PAY-SICK LEAVE BONU	75,000	0	75,000	18,531.08	.00	56,468.92	24.7%
12101 51500 PAY-VACATION BUYBAC	95,000	0	95,000	18,623.28	.00	76,376.72	19.6%
12101 51505 PAY-TIME OWED BUYBA	115,900	0	115,900	.00	.00	115,900.00	.0%
12101 51510 PAY-SICK LEAVE BUYB	400,000	0	400,000	13,251.18	.00	386,748.82	3.3%
12101 51520 PAY-HOLIDAY DIFFERE	450,000	0	450,000	2,148.84	.00	447,851.16	.5%
12101 51530 PAY-FAMILY & MEDICA	1	0	1	3,223.26	.00	-3,222.26*****%	
12101 51590 PAY-COURT APPEARANC	60,000	0	60,000	598.25	.00	59,401.75	1.0%
12101 51830 PAY-CLOTHING ALLOW/	2,700	0	2,700	2,925.00	.00	-225.00	108.3%
12101 51900 PAY-IN-SERVICE TRAI	89,000	0	89,000	5,333.22	.00	83,666.78	6.0%
12101 51912 PAY- P.O.S.T. STIPE	4,500	0	4,500	346.16	.00	4,153.84	7.7%
12101 51913 PAY-CHIEF CERT STIP	2,500	0	2,500	.00	.00	2,500.00	.0%
12101 51915 PAY-CONTRACT ED. PL	262,300	0	262,300	17,114.78	.00	245,185.22	6.5%
12101 51920 PAY-QUINN BILL ED.	537,501	0	537,501	37,129.35	.00	500,371.65	6.9%
12101 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	13,589,815	0	13,589,815	704,025.07	.00	12,885,789.93	5.2%

2 EXPENSES

12102 52100 ENERGY-GAS/OIL/ELEC	155,000	0	155,000	2,564.00	-2,564.00	155,000.00	.0%
12102 52300 WATER & SEWER	1,800	0	1,800	560.05	-560.05	1,800.00	.0%
12102 52400 R & M - OFFICE EQUI	4,500	0	4,500	.00	.00	4,500.00	.0%
12102 52410 R & M - VEHICLES	80,000	0	80,000	775.51	-775.51	80,000.00	.0%
12102 52420 R & M - OTHER	3,000	0	3,000	.00	.00	3,000.00	.0%
12102 52500 R & M - BLDGS. & GR	80,000	0	80,000	515.70	-515.70	80,000.00	.0%
12102 53010 DATA MAINTENANCE SE	300,000	0	300,000	99,000.00	-99,000.00	300,000.00	.0%
12102 53030 PRINT/BIND/MICROFIL	4,000	0	4,000	520.00	-520.00	4,000.00	.0%
12102 53120 CARE OF PRISONERS	5,000	0	5,000	.00	.00	5,000.00	.0%
12102 53125 DRUG TESTING	9,000	0	9,000	1,250.00	-1,250.00	9,000.00	.0%
12102 53190 EDUCATION & TRAININ	100,000	0	100,000	.00	.00	100,000.00	.0%
12102 53210 MEDICAL COSTS	25,000	0	25,000	1,500.00	-1,500.00	25,000.00	.0%
12102 53410 TELEPHONE USAGE CHA	32,000	0	32,000	1,319.18	-1,319.18	32,000.00	.0%
12102 53420 POSTAGE	1,800	0	1,800	.00	.00	1,800.00	.0%
12102 54200 OFFICE & PROF. SUPP	33,000	0	33,000	1,310.94	-1,310.94	33,000.00	.0%
12102 54220 SUPPLIES - OTHER	20,000	0	20,000	.00	4,052.63	15,947.37	20.3%
12102 54221 SUPPLIES - AMMUNITI	55,000	0	55,000	40,594.90	-40,594.90	55,000.00	.0%
12102 54800 MOTOR VEHICLE FUEL	120,000	0	120,000	.00	.00	120,000.00	.0%
12102 54830 SUPPLIES - MOTOR VE	80,000	0	80,000	1,977.95	-1,977.95	80,000.00	.0%
12102 55830 CLOTHING REIMBURSEM	3,000	0	3,000	.00	.00	3,000.00	.0%
12102 55860 PERSONNEL EQUIPMENT	60,000	0	60,000	104.10	-104.10	60,000.00	.0%
12102 55861 AUXILIARY	6,000	0	6,000	.00	.00	6,000.00	.0%
12102 57100 IN-STATE TRAVEL	4,500	0	4,500	.00	.00	4,500.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12102 57300 DUES & SUBSCRIPTION	3,750	0	3,750	.00	.00	3,750.00	.0%
12102 57301 LEGAL DEFENSE FUND	3,000	0	3,000	.00	.00	3,000.00	.0%
12102 57302 REFORM BILL CERTIFI	2,900	0	2,900	.00	.00	2,900.00	.0%
TOTAL EXPENSES	1,192,250	0	1,192,250	151,992.33	-147,939.70	1,188,197.37	.3%
3 CAPITAL OUTLAY							
12103 58000 CAP.OUTLAY-MOTOR VE	0	0	0	151.25	24,163.75	-24,315.00	100.0%
12103 58003 CAP.OUT.-BLDG.IMPRO	0	0	0	630.00	-630.00	.00	.0%
TOTAL CAPITAL OUTLAY	0	0	0	781.25	23,533.75	-24,315.00	100.0%
TOTAL POLICE	14,782,065	0	14,782,065	856,798.65	-124,405.95	14,049,672.30	5.0%

2200 FIRE

1 PERSONAL SERVICES

12201 51101 PAY-FIRE CHIEF	151,617	0	151,617	7,737.61	.00	143,879.39	5.1%
12201 51102 PAY-DEPUTY FIRE CHI	600,860	0	600,860	35,767.77	.00	565,092.23	6.0%
12201 51103 PAY-FIRE CAPTAIN	777,750	0	777,750	34,767.64	.00	742,982.36	4.5%
12201 51104 PAY-FIRE LIEUTENANT	1,958,301	0	1,958,301	89,628.16	.00	1,868,672.84	4.6%
12201 51105 PAY-FIREFIGHTERS	5,566,255	0	5,566,255	230,937.98	.00	5,335,317.02	4.1%
12201 51106 PAY-SUPERV.MOTOR VE	74,218	0	74,218	.00	.00	74,218.00	.0%
12201 51107 PAY-SUPERV.FIRE ALA	105,524	0	105,524	5,385.31	.00	100,138.69	5.1%
12201 51109 PAY-ASSIST.SUPERV.-	94,218	0	94,218	4,808.30	.00	89,409.70	5.1%
12201 51110 PAY-FIRE ALARM OPER	421,605	0	421,605	21,516.24	.00	400,088.76	5.1%
12201 51111 PAY-ADMIN.ASSIST.TO	53,448	0	53,448	2,866.93	.00	50,581.07	5.4%
12201 51180 PAY-INJURED ON DUTY	0	0	0	19,006.75	.00	-19,006.75	100.0%
12201 51300 PAY-OVERTIME	461,766	0	461,766	45,620.87	.00	416,145.13	9.9%
12201 51301 PAY-ARSON OVERTIME	4,225	0	4,225	608.55	.00	3,616.45	14.4%
12201 51302 PAY-HAZ-MAT OVERTIM	41,820	0	41,820	.00	.00	41,820.00	.0%
12201 51321 SPECIAL EVENTS OVER	30,600	0	30,600	.00	.00	30,600.00	.0%
12201 51400 PAY-LONGEVITY	102,054	0	102,054	13,575.22	.00	88,478.78	13.3%
12201 51460 PAY-ACT OUT OF GRAD	55,586	0	55,586	1,906.80	.00	53,679.20	3.4%
12201 51462 EAP/MED.OFF./FIRE P	2,750	0	2,750	.00	.00	2,750.00	.0%
12201 51500 PAY-VACATION/PERSON	300,000	0	300,000	.00	.00	300,000.00	.0%
12201 51510 PAY-SICK LEAVE BUYB	600,000	0	600,000	.00	.00	600,000.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12201 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
12201 51780 PAY-NON-CONTRIB. AN	28,634	0	28,634	2,200.09	.00	26,433.91	7.7%
12201 51830 PAY-CLOTHING ALLOWA	14,000	0	14,000	1,400.00	.00	12,600.00	10.0%
12201 51900 PAY-IN-SERVICE COUR	1,000	0	1,000	.00	.00	1,000.00	.0%
12201 51910 PAY-HAZ-MAT TEAM ST	20,000	0	20,000	.00	.00	20,000.00	.0%
12201 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	11,466,233	0	11,466,233	517,734.22	.00	10,948,498.78	4.5%

2 EXPENSES

12202 52000 PURCHASE OF SERVICE	2,500	0	2,500	2,500.00	.00	.00	100.0%
12202 52100 ENERGY-GAS/OIL/ELEC	113,568	0	113,568	7,456.12	2,543.88	103,568.00	8.8%
12202 52300 WATER & SEWER	6,800	0	6,800	684.03	3,315.97	2,800.00	58.8%
12202 52410 R & M - VEHICLES	40,000	0	40,000	14,254.95	-1,710.85	27,455.90	31.4%
12202 52420 R & M - OTHER	6,000	0	6,000	520.23	879.77	4,600.00	23.3%
12202 52500 R & M - BLDGS. & GR	2,500	0	2,500	391.00	-391.00	2,500.00	.0%
12202 53011 INFORMATION TECHNOL	30,000	0	30,000	24,494.60	.00	5,505.40	81.6%
12202 53120 FIRE PREVENTION	2,200	0	2,200	1,725.00	.00	475.00	78.4%
12202 53190 EDUCATION & TRAININ	6,000	0	6,000	1,810.69	-1,810.69	6,000.00	.0%
12202 53191 FIRE ACADEMY COSTS	14,000	0	14,000	.00	.00	14,000.00	.0%
12202 53210 MEDICAL COSTS	7,000	0	7,000	5,124.00	-5,124.00	7,000.00	.0%
12202 53220 ARSON	2,000	0	2,000	.00	.00	2,000.00	.0%
12202 54200 OFFICE & PROF. SUPP	3,000	0	3,000	577.67	762.55	1,659.78	44.7%
12202 54220 SUPPLIES - OTHER	11,000	0	11,000	3,098.08	-1,536.12	9,438.04	14.2%
12202 54800 MOTOR VEHICLE FUEL	50,000	0	50,000	.00	.00	50,000.00	.0%
12202 54830 SUPPLIES - MOTOR VE	45,000	0	45,000	3,872.62	2,127.38	39,000.00	13.3%
12202 54880 SUPPLIES-FIRE EQUIP	23,621	0	23,621	1,678.87	1,821.13	20,121.00	14.8%
12202 54890 SUPPLIES-FIRE ALARM	7,000	0	7,000	.00	4,722.00	2,278.00	67.5%
12202 55130 SUPPLIES-TRAINING A	6,956	0	6,956	4,140.39	-3,140.39	5,956.00	14.4%
12202 55140 CPR	17,628	0	17,628	10,208.45	-5,208.45	12,628.00	28.4%
12202 55150 SUPPLIES-HAZ-MAT	1,500	0	1,500	2,700.00	-2,700.00	1,500.00	.0%
12202 55860 PERSONNEL EQUIPMENT	24,000	0	24,000	4,268.72	2,231.28	17,500.00	27.1%
12202 57100 IN-STATE TRAVEL	750	0	750	.00	.00	750.00	.0%
12202 57300 DUES & SUBSCRIPTION	2,500	0	2,500	865.00	.00	1,635.00	34.6%
TOTAL EXPENSES	425,523	0	425,523	90,370.42	-3,217.54	338,370.12	20.5%
TOTAL FIRE	11,891,756	0	11,891,756	608,104.64	-3,217.54	11,286,868.90	5.1%

2400 BLDG. CODES/INSPECTIONS

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12401 51101 PAY-BLDG. COMMISSIO	100,090	0	100,090	5,290.60	.00	94,799.40	5.3%
12401 51102 PAY-ASSIST.BLDG.COM	89,645	0	89,645	4,738.48	.00	84,906.52	5.3%
12401 51103 PAY-CHIEF INSP OF W	75,302	0	75,302	.00	.00	75,302.00	.0%
12401 51105 PAY-PLUMB/GAS INSPE	71,235	0	71,235	3,746.54	.00	67,488.46	5.3%
12401 51107 PAY-ZONING OFFICIAL	59,166	0	59,166	3,127.41	.00	56,038.59	5.3%
12401 51110 PAY-LOCAL BLDG. INS	155,847	0	155,847	8,059.52	.00	147,787.48	5.2%
12401 51126 PAY-SR ADMINISTRATI	51,120	0	51,120	2,688.15	.00	48,431.85	5.3%
12401 51201 PAY-PROP MAINT/DEMO	64,527	0	64,527	3,410.79	.00	61,116.21	5.3%
12401 51400 PAY-LONGEVITY	500	0	500	.00	.00	500.00	.0%
12401 51500 PAY-VACATION BUYBAC	1	0	1	469.35	.00	-468.35*****%	
12401 51510 PAY-SICK LEAVE BUYB	1	0	1	1,337.65	.00	-1,336.65*****%	
12401 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
12401 51830 PAY-CLOTHING ALLOWA	525	0	525	.00	.00	525.00	.0%
12401 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	667,961	0	667,961	32,868.49	.00	635,092.51	4.9%

2 EXPENSES

12402 53020 DEMOLITION-UNSAFE B	20,000	0	20,000	.00	.00	20,000.00	.0%
12402 53030 PRINT/BIND/MICROFIL	150	0	150	.00	.00	150.00	.0%
12402 53040 INSPECTIONS-PLUMB &	1,800	0	1,800	.00	.00	1,800.00	.0%
12402 53050 INSPECTIONS-ELECTRI	3,000	0	3,000	4,350.00	-1,850.00	500.00	83.3%
12402 53190 EDUCATION & TRAININ	3,125	0	3,125	.00	.00	3,125.00	.0%
12402 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
12402 54800 MOTOR VEHICLE FUEL	1,500	0	1,500	.00	.00	1,500.00	.0%
12402 54900 SUPPLIES-SMALL TOOL	1,550	0	1,550	.00	.00	1,550.00	.0%
12402 57009 CLOTHING EXPENSE	2,000	0	2,000	.00	.00	2,000.00	.0%
12402 57100 IN-STATE TRAVEL	4,000	0	4,000	186.90	.00	3,813.10	4.7%
12402 57300 DUES & SUBSCRIPTION	800	0	800	.00	.00	800.00	.0%
TOTAL EXPENSES	38,175	0	38,175	4,536.90	-1,850.00	35,488.10	7.0%
TOTAL BLDG. CODES/INSPECTIONS	706,136	0	706,136	37,405.39	-1,850.00	670,580.61	5.0%

2440 WEIGHTS & MEASURES

1 PERSONAL SERVICES

12441 51101 PAY-SEALER OF WTS./	67,234	0	67,234	3,553.87	.00	63,680.13	5.3%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
12441 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
12441 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
12441 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
12441 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	67,238	0	67,238	3,553.87	.00	63,684.13	5.3%	
2 EXPENSES								
12442 53030 PRINT/BIND/MICROFIL	1,000	0	1,000	.00	.00	1,000.00	.0%	
12442 53190 EDUCATION & TRAININ	300	0	300	.00	150.00	150.00	50.0%	
12442 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%	
12442 54800 MOTOR VEHICLE FUEL	1,200	0	1,200	.00	.00	1,200.00	.0%	
12442 54901 TOOLS & EQUIPMENT	2,000	0	2,000	.00	.00	2,000.00	.0%	
12442 57009 CLOTHING EXPENSE	1,500	0	1,500	.00	.00	1,500.00	.0%	
12442 57300 DUES & SUBSCRIPTION	300	0	300	60.00	.00	240.00	20.0%	
12442 57806 MOTOR VEHICLE EXPEN	250	0	250	.00	.00	250.00	.0%	
TOTAL EXPENSES	6,800	0	6,800	60.00	150.00	6,590.00	3.1%	
TOTAL WEIGHTS & MEASURES	74,038	0	74,038	3,613.87	150.00	70,274.13	5.1%	
2910 OFFICE OF EMERGENCY MGMT.								
1 PERSONAL SERVICES								
12911 51225 EMERGENCY MGMT DIR	5,000	0	5,000	416.67	.00	4,583.33	8.3%	
TOTAL PERSONAL SERVICES	5,000	0	5,000	416.67	.00	4,583.33	8.3%	
2 EXPENSES								
12912 53100 REVERSE 911	18,261	0	18,261	17,811.72	252.00	197.28	98.9%	
12912 53421 COMMUNICATIONS SERV	35,000	0	35,000	1,458.33	33,541.67	.00	100.0%	
12912 54220 SUPPLIES - OTHER	2,500	0	2,500	.00	.00	2,500.00	.0%	
TOTAL EXPENSES	55,761	0	55,761	19,270.05	33,793.67	2,697.28	95.2%	
TOTAL OFFICE OF EMERGENCY MGMT.	60,761	0	60,761	19,686.72	33,793.67	7,280.61	88.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED

2940 FORESTRY

1 PERSONAL SERVICES

12941 51101	PAY-FORESTER	74,339	0	74,339	3,777.95	.00	70,561.05	5.1%
12941 51300	PAY-OVERTIME	8,000	0	8,000	1,964.87	.00	6,035.13	24.6%
12941 51400	PAY-LONGEVITY	1,250	0	1,250	.00	.00	1,250.00	.0%
12941 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
12941 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
12941 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
12941 51830	PAY-CLOTHING ALLOWA	325	0	325	325.00	.00	.00	100.0%
12941 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES		83,918	0	83,918	6,067.82	.00	77,850.18	7.2%

2 EXPENSES

12942 52410	R & M - VEHICLES	4,000	0	4,000	.00	.00	4,000.00	.0%
12942 53010	CONTRACT FORESTRY S	150,000	0	150,000	14,010.00	135,990.00	.00	100.0%
12942 53190	EDUCATION & TRAININ	1,000	0	1,000	.00	.00	1,000.00	.0%
12942 54900	SUPPLIES-SMALL TOOL	1,500	0	1,500	629.99	-629.99	1,500.00	.0%
TOTAL EXPENSES		156,500	0	156,500	14,639.99	135,360.01	6,500.00	95.8%
TOTAL FORESTRY		240,418	0	240,418	20,707.81	135,360.01	84,350.18	64.9%

2990 PUBLIC SAFETY

1 PERSONAL SERVICES

12991 51201	PAY-CLERK	900	0	900	69.24	.00	830.76	7.7%
TOTAL PERSONAL SERVICES		900	0	900	69.24	.00	830.76	7.7%
TOTAL PUBLIC SAFETY		900	0	900	69.24	.00	830.76	7.7%

3000 SCHOOLS

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED	
13001 51101 PAY-SCHOOL PERSONNE	68,193,748	0	68,193,748	1,539,379.55	.00	66,654,368.45	2.3%	
TOTAL PERSONAL SERVICES	68,193,748	0	68,193,748	1,539,379.55	.00	66,654,368.45	2.3%	
2 EXPENSES								
13002 57000 OTHER CHARGES & EXP	33,026,287	0	33,026,287	103,894.14	.00	32,922,392.86	.3%	
TOTAL EXPENSES	33,026,287	0	33,026,287	103,894.14	.00	32,922,392.86	.3%	
TOTAL SCHOOLS	101,220,035	0	101,220,035	1,643,273.69	.00	99,576,761.31	1.6%	
4100 CITY ENGINEER								
1 PERSONAL SERVICES								
14101 51101 PAY-ENGINEER/ASST.S	129,246	0	129,246	6,831.73	.00	122,414.27	5.3%	
14101 51103 PAY-GEN.CONSTRUCTIO	68,487	0	68,487	.00	.00	68,487.00	.0%	
14101 51105 PAY-SR.CIVIL ENGINE	90,000	0	90,000	.00	.00	90,000.00	.0%	
14101 51107 PAY-GRANT WRITER/MA	65,798	0	65,798	3,529.36	.00	62,268.64	5.4%	
14101 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
14101 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
14101 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
14101 51830 PAY-CLOTHING ALLOWA	350	0	350	.00	.00	350.00	.0%	
14101 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	353,885	0	353,885	10,361.09	.00	343,523.91	2.9%	
2 EXPENSES								
14102 53010 PROFESSIONAL ENGINE	100,000	0	100,000	.00	.00	100,000.00	.0%	
14102 53190 EDUCATION & TRAININ	5,500	0	5,500	.00	.00	5,500.00	.0%	
14102 54200 OFFICE & PROF. SUPP	1,500	0	1,500	.00	.00	1,500.00	.0%	
14102 57300 DUES & SUBSCRIPTION	1,500	0	1,500	.00	.00	1,500.00	.0%	
TOTAL EXPENSES	108,500	0	108,500	.00	.00	108,500.00	.0%	
TOTAL CITY ENGINEER	462,385	0	462,385	10,361.09	.00	452,023.91	2.2%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED

4210 DPW-ADMIN.

1 PERSONAL SERVICES

14211 51101	PAY-GEN.SUPERIN'DEN	118,000	0	118,000	5,623.64	.00	112,376.36	4.8%
14211 51103	PAY-OFFICE MANAGER	67,956	0	67,956	998.48	.00	66,957.52	1.5%
14211 51104	PAY-PRINC.ACCT.CLER	111,608	0	111,608	2,978.75	.00	108,629.25	2.7%
14211 51106	PAY-SUPT. OUTDOOR W	73,951	0	73,951	3,742.71	.00	70,208.29	5.1%
14211 51108	PAY-SAFETY INSPECTO	51,250	0	51,250	2,843.10	.00	48,406.90	5.5%
14211 51201	PAY-COMMISSIONERS	8,841	0	8,841	552.90	.00	8,288.10	6.3%
14211 51300	PAY-OVERTIME	8,500	0	8,500	988.44	.00	7,511.56	11.6%
14211 51306	OVERTIME-SUPERVISOR	8,500	0	8,500	1,038.17	.00	7,461.83	12.2%
14211 51400	PAY-LONGEVITY	1,250	0	1,250	.00	.00	1,250.00	.0%
14211 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
14211 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
14211 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
14211 51830	PAY-CLOTHING ALLOWA	1,000	0	1,000	650.00	.00	350.00	65.0%
14211 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES		450,860	0	450,860	19,416.19	.00	431,443.81	4.3%

2 EXPENSES

14212 53190	EDUCATION & TRAININ	5,000	0	5,000	.00	.00	5,000.00	.0%
14212 53210	MEDICAL COSTS	5,000	0	5,000	345.03	-345.03	5,000.00	.0%
14212 53410	TELEPHONE USAGE CHA	8,000	0	8,000	488.69	7,511.31	.00	100.0%
14212 54200	OFFICE & PROF. SUPP	1,520	0	1,520	.00	.00	1,520.00	.0%
14212 55830	UNIFORMS RENTAL SER	11,000	0	11,000	687.65	-687.65	11,000.00	.0%
14212 57100	IN-STATE TRAVEL	300	0	300	.00	.00	300.00	.0%
14212 57300	DUES & SUBSCRIPTION	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL EXPENSES		31,820	0	31,820	1,521.37	6,478.63	23,820.00	25.1%
TOTAL DPW-ADMIN.		482,680	0	482,680	20,937.56	6,478.63	455,263.81	5.7%

4220 DPW-CITY PROPERTY

1 PERSONAL SERVICES

14221 51101	PAY-BLDG.MAINT.SUPE	69,609	0	69,609	3,523.29	.00	66,085.71	5.1%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
14221 51104 PAY-LABORER	100,422	0	100,422	5,062.56	.00	95,359.44	5.0%	
14221 51105 PAY-BLDG. CUSTODIAN	90,411	0	90,411	4,755.52	.00	85,655.48	5.3%	
14221 51300 PAY-OVERTIME	22,440	0	22,440	859.79	.00	21,580.21	3.8%	
14221 51400 PAY-LONGEVITY	5,687	0	5,687	.00	.00	5,687.00	.0%	
14221 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
14221 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
14221 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
14221 51830 PAY-CLOTHING/TOOL A	1,530	0	1,530	1,075.00	.00	455.00	70.3%	
14221 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	290,103	0	290,103	15,276.16	.00	274,826.84	5.3%	
2 EXPENSES								
14222 52100 ENERGY-STREET LIGHT	265,889	0	265,889	16,562.45	-16,562.45	265,889.00	.0%	
14222 52102 ENERGY-CITY HALL	66,945	0	66,945	.00	.00	66,945.00	.0%	
14222 52103 ENERGY-CITY HALL AN	42,119	0	42,119	.00	.00	42,119.00	.0%	
14222 52104 ENERGY-PELLISSIER B	73,250	0	73,250	5,090.24	-5,090.24	73,250.00	.0%	
14222 52112 ENERGY-TRAIN STATIO	2,342	0	2,342	158.99	-158.99	2,342.00	.0%	
14222 52300 HYDRANTS WATER USE	41,616	0	41,616	.00	.00	41,616.00	.0%	
14222 52302 WATER/SEWER-CITY HA	7,500	0	7,500	.00	.00	7,500.00	.0%	
14222 52303 WATER/SEWER-CITY HA	20,000	0	20,000	.00	.00	20,000.00	.0%	
14222 52304 WATER/SEWER-PELLISS	2,200	0	2,200	.00	.00	2,200.00	.0%	
14222 52502 R & M-CITY HALL	35,000	0	35,000	2,435.62	-255.62	32,820.00	6.2%	
14222 52503 R & M-CITY HALL ANN	25,000	0	25,000	6,014.13	-5,094.13	24,080.00	3.7%	
14222 52504 R & M-PELLISSIER BL	50,000	0	50,000	410.31	869.69	48,720.00	2.6%	
14222 52505 R & M-SENIOR CENTER	50,000	0	50,000	422.81	937.19	48,640.00	2.7%	
14222 52509 R & M-POLICE STATIO	36,000	0	36,000	3,699.50	-2,197.50	34,498.00	4.2%	
14222 52510 R & M-CENTRAL FIRE	35,000	0	35,000	6,428.68	-5,148.68	33,720.00	3.7%	
14222 52511 R & M-ELMWOOD FIRE	12,240	0	12,240	.00	1,160.00	11,080.00	9.5%	
14222 52512 R & M-HIGHLAND FIRE	7,140	0	7,140	636.00	-436.00	6,940.00	2.8%	
14222 52514 R & M-W.HOLYOKE FIR	4,080	0	4,080	.00	200.00	3,880.00	4.9%	
14222 52517 R&M-TRAIN STATION	5,000	0	5,000	.00	.00	5,000.00	.0%	
14222 52519 R & M-PUBLIC LIBRAR	0	0	0	3,800.00	-3,800.00	.00	.0%	
14222 53010 PROFESSIONAL SERVIC	70,000	0	70,000	.00	.00	70,000.00	.0%	
14222 54220 SUPPLIES - OTHER	7,500	0	7,500	456.16	-456.16	7,500.00	.0%	
14222 54900 SUPPLIES-SMALL TOOL	1,300	0	1,300	243.91	-243.91	1,300.00	.0%	
TOTAL EXPENSES	860,121	0	860,121	46,358.80	-36,276.80	850,039.00	1.2%	
3 CAPITAL OUTLAY								
14223 58000 CAP.OUT.-BLDG.IMPRO	0	0	0	1,004.34	-1,004.34	.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	EXPENDED	ENCUMBRANCES	BUDGET	USED
TOTAL CAPITAL OUTLAY	0	0	0	1,004.34	-1,004.34	.00	.00	.0%
TOTAL DPW-CITY PROPERTY	1,150,224	0	1,150,224	62,639.30	-37,281.14	1,124,865.84	2.2%	
4250 DPW-HIGHWAYS & BRIDGES								
1 PERSONAL SERVICES								
14251 51101 PAY-P.W. FOREMAN/H	61,794	0	61,794	3,162.99	.00	58,631.01	5.1%	
14251 51102 PAY-HOISTING EQUIPM	223,430	0	223,430	5,098.00	.00	218,332.00	2.3%	
14251 51104 PAY-HEAVY M.E.O.	331,376	0	331,376	16,296.00	.00	315,080.00	4.9%	
14251 51106 PAY-PROP MAINT & DE	61,914	0	61,914	.00	.00	61,914.00	.0%	
14251 51107 PAY-LABORER	48,116	0	48,116	2,441.60	.00	45,674.40	5.1%	
14251 51300 PAY-OVERTIME	25,000	0	25,000	1,377.30	.00	23,622.70	5.5%	
14251 51301 PAY-SNOW REMOVAL OV	120,000	0	120,000	.00	.00	120,000.00	.0%	
14251 51400 PAY-LONGEVITY	6,925	0	6,925	.00	.00	6,925.00	.0%	
14251 51480 PAY-CDL CLASS A DIF	600	0	600	18.00	.00	582.00	3.0%	
14251 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
14251 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
14251 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
14251 51830 PAY-CLOTHING ALLOWA	4,825	0	4,825	1,725.00	.00	3,100.00	35.8%	
14251 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
14251 51999 NON-CONTRIBUTORY AN	11,310	0	11,310	871.00	.00	10,439.00	7.7%	
TOTAL PERSONAL SERVICES	895,294	0	895,294	30,989.89	.00	864,304.11	3.5%	
2 EXPENSES								
14252 52600 R & M - STREETS & F	75,000	0	75,000	7,945.29	50,464.81	16,589.90	77.9%	
14252 52700 EQUIPMENT/BLDG. REN	1,000	0	1,000	1,000.00	-1,000.00	1,000.00	.0%	
14252 53100 SNOW REMOVAL SERVIC	250,000	0	250,000	466.72	-466.72	250,000.00	.0%	
14252 53140 ROCA SERVICES	100,000	0	100,000	.00	.00	100,000.00	.0%	
14252 54220 SUPPLIES-TRAFFIC LI	21,420	0	21,420	3,760.00	-3,760.00	21,420.00	.0%	
14252 54221 SUPPLIES-TRAFFIC LI	51,000	0	51,000	1,300.00	15,260.00	34,440.00	32.5%	
14252 54900 SUPPLIES-SMALL TOOL	4,080	0	4,080	133.59	-133.59	4,080.00	.0%	
TOTAL EXPENSES	502,500	0	502,500	14,605.60	60,364.50	427,529.90	14.9%	
3 CAPITAL OUTLAY								
14253 58002 CAP.OUTLAY-MOTOR VE	0	0	0	244,539.00	-244,539.00	.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES		BUDGET	USED
TOTAL CAPITAL OUTLAY	0	0	0	244,539.00	-244,539.00		.00	.0%
TOTAL DPW-HIGHWAYS & BRIDGES	1,397,794	0	1,397,794	290,134.49	-184,174.50		1,291,834.01	7.6%
4260 DPW-AUTO EQUIP. MAINT.								
1 PERSONAL SERVICES								
14261 51101 PAY-FOREMAN/AUTOMOT	69,609	0	69,609	3,774.97	.00		65,834.03	5.4%
14261 51102 PAY-MOTOR EQUIP.REP	186,307	0	186,307	9,348.64	.00		176,958.36	5.0%
14261 51103 PAY-MOTOR EQUIP.MAI	55,061	0	55,061	2,729.44	.00		52,331.56	5.0%
14261 51105 PAY-EVT MECHANIC	76,066	0	76,066	3,844.96	.00		72,221.04	5.1%
14261 51106 PAY-POLICE FLEET ME	59,070	0	59,070	2,944.48	.00		56,125.52	5.0%
14261 51300 PAY-OVERTIME	35,000	0	35,000	3,523.87	.00		31,476.13	10.1%
14261 51400 PAY-LONGEVITY	3,400	0	3,400	.00	.00		3,400.00	.0%
14261 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00		1.00	.0%
14261 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00		1.00	.0%
14261 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00		1.00	.0%
14261 51830 PAY-CLOTHING/TOOL A	3,775	0	3,775	1,525.00	.00		2,250.00	40.4%
14261 51902 TEMP CO-OP	16,000	0	16,000	.00	.00		16,000.00	.0%
14261 51996 WORKERS COMP WAGE B	1	0	1	.00	.00		1.00	.0%
TOTAL PERSONAL SERVICES	504,292	0	504,292	27,691.36	.00		476,600.64	5.5%
2 EXPENSES								
14262 52410 R & M - VEHICLES	90,000	0	90,000	2,937.36	18,739.05		68,323.59	24.1%
14262 52420 R & M - OTHER	5,000	0	5,000	.00	.00		5,000.00	.0%
14262 53100 TOWING SERVICES	4,000	0	4,000	354.55	-354.55		4,000.00	.0%
14262 54800 MOTOR VEHICLE FUEL	30,000	0	30,000	.00	.00		30,000.00	.0%
14262 54830 SUPPLIES - MOTOR VE	26,000	0	26,000	358.47	1,082.89		24,558.64	5.5%
14262 55835 TOOL REIMBURSEMENT	2,100	0	2,100	.00	.00		2,100.00	.0%
TOTAL EXPENSES	157,100	0	157,100	3,650.38	19,467.39		133,982.23	14.7%
TOTAL DPW-AUTO EQUIP. MAINT.	661,392	0	661,392	31,341.74	19,467.39		610,582.87	7.7%

4300 DPW-TRASH COLLECTION

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14301 51101 PAY-P.W. FOREMAN	65,151	0	65,151	3,283.24	.00	61,867.76	5.0%
14301 51102 PAY-HEAVY MOTOR EQU	426,876	0	426,876	18,557.68	.00	408,318.32	4.3%
14301 51103 PAY-LABORER	295,189	0	295,189	14,403.52	.00	280,785.48	4.9%
14301 51106 PAY-WASTE/RECYCLE C	68,476	0	68,476	3,523.29	.00	64,952.71	5.1%
14301 51300 PAY-OVERTIME	40,000	0	40,000	2,039.30	.00	37,960.70	5.1%
14301 51321 SPECIAL EVENTS OVER	30,000	0	30,000	.00	.00	30,000.00	.0%
14301 51400 PAY-LONGEVITY	2,425	0	2,425	.00	.00	2,425.00	.0%
14301 51480 PAY-SHIFT DIFFERENT	0	0	0	3.75	.00	-3.75	100.0%
14301 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
14301 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
14301 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
14301 51830 PAY-CLOTHING ALLOWA	5,150	0	5,150	3,850.00	.00	1,300.00	74.8%
14301 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	933,271	0	933,271	45,660.78	.00	887,610.22	4.9%
2 EXPENSES							
14302 52410 R & M - VEHICLES	69,360	0	69,360	5,123.60	11,252.46	52,983.94	23.6%
14302 52700 EQUIPMENT/BLDG. REN	2,984	0	2,984	184.50	-184.50	2,984.00	.0%
14302 52900 LANDFILL DISPOSAL C	874,140	0	874,140	59,247.36	-59,247.36	874,140.00	.0%
14302 52901 HAZARDOUS WASTE COL	30,000	0	30,000	.00	.00	30,000.00	.0%
14302 52902 RECYCLING CONTRACT	91,800	0	91,800	4,234.30	-4,234.30	91,800.00	.0%
14302 53100 OTHER SERVICES	342,720	0	342,720	92,979.39	-92,979.39	342,720.00	.0%
14302 54800 MOTOR VEHICLE FUEL	66,300	0	66,300	.00	.00	66,300.00	.0%
14302 54900 SUPPLIES-SMALL TOOL	6,630	0	6,630	87.00	-87.00	6,630.00	.0%
14302 55830 CLOTHING REIMBURSEM	500	0	500	.00	.00	500.00	.0%
TOTAL EXPENSES	1,484,434	0	1,484,434	161,856.15	-145,480.09	1,468,057.94	1.1%
TOTAL DPW-TRASH COLLECTION	2,417,705	0	2,417,705	207,516.93	-145,480.09	2,355,668.16	2.6%
4800 MUNIC. PARKING FACILITIES							
1 PERSONAL SERVICES							
14801 51101 PAY-PARKING CONTROL	103,440	0	103,440	5,269.12	.00	98,170.88	5.1%
14801 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14801 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
14801 51530 PAY-FAMILY & MEDICA	1	0	1	183.04	.00	-182.04*****%	
14801 51830 PAY-CLOTHING ALLOWA	400	0	400	400.00	.00	.00	100.0%
14801 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	103,844	0	103,844	5,852.16	.00	97,991.84	5.6%
2 EXPENSES							
14802 52100 ENERGY-DWIGHT	24,118	0	24,118	2,297.89	-2,297.89	24,118.00	.0%
14802 52101 ENERGY-SUFFOLK	15,488	0	15,488	1,568.34	-1,568.34	15,488.00	.0%
14802 52300 WATER/SEWER-DWIGHT	350	0	350	.00	.00	350.00	.0%
14802 52500 R & M - DWIGHT	15,000	0	15,000	.00	.00	15,000.00	.0%
14802 52501 R & M - SUFFOLK	5,000	0	5,000	.00	.00	5,000.00	.0%
14802 52506 R & M - STREET	8,000	0	8,000	.00	.00	8,000.00	.0%
14802 53009 GARAGE SECURITY	81,000	0	81,000	.00	81,000.00	.00	100.0%
14802 54220 SUPPLIES-DWIGHT	1,500	0	1,500	.00	.00	1,500.00	.0%
14802 55830 UNIFORMS	0	0	0	183.96	-183.96	.00	.0%
TOTAL EXPENSES	150,456	0	150,456	4,050.19	76,949.81	69,456.00	53.8%
TOTAL MUNIC. PARKING FACILITIES	254,300	0	254,300	9,902.35	76,949.81	167,447.84	34.2%

5100 BOARD OF HEALTH

1 PERSONAL SERVICES

15101 51101 PAY-HEALTH DIRECTOR	86,059	0	86,059	4,548.95	.00	81,510.05	5.3%
15101 51103 PAY-SANITARIAN II	133,704	0	133,704	7,007.98	.00	126,696.02	5.2%
15101 51104 PAY-PUBLIC HEALTH N	74,473	0	74,473	3,916.37	.00	70,556.63	5.3%
15101 51107 PAY-SANITARIAN III	71,400	0	71,400	3,754.39	.00	67,645.61	5.3%
15101 51109 PAY-SANITARIAN I	112,219	0	112,219	5,878.04	.00	106,340.96	5.2%
15101 51125 PAY-ADMINISTRATIVE	42,533	0	42,533	2,236.36	.00	40,296.64	5.3%
15101 51126 PAY-SR ADMINISTRATI	49,275	0	49,275	2,591.12	.00	46,683.88	5.3%
15101 51201 PAY-BOARD MEMBERS	3,650	0	3,650	304.16	.00	3,345.84	8.3%
15101 51202 PAY-ANIMAL INSPECTO	53,787	0	53,787	2,843.10	.00	50,943.90	5.3%
15101 51300 PAY-OVERTIME	4,000	0	4,000	.00	.00	4,000.00	.0%
15101 51400 PAY-LONGEVITY	5,050	0	5,050	900.00	.00	4,150.00	17.8%
15101 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
15101 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
15101 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
15101 51830 PAY-CLOTHING ALLOWA	1,050	0	1,050	875.00	.00	175.00	83.3%	
15101 51850 PAY-AUTO ALLOWANCE	16,920	0	16,920	1,410.00	.00	15,510.00	8.3%	
15101 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	654,124	0	654,124	36,265.47	.00	617,858.53	5.5%	
2 EXPENSES								
15102 52400 R & M - OFFICE EQUI	450	0	450	.00	.00	450.00	.0%	
15102 53010 PROF. HEALTH SERVIC	10,000	0	10,000	5,980.00	1,870.00	2,150.00	78.5%	
15102 53015 SHARPS KIOSK SERVIC	3,420	0	3,420	.00	.00	3,420.00	.0%	
15102 53026 WELLNESS	1,500	0	1,500	1,000.00	.00	500.00	66.7%	
15102 53030 PRINT/BIND/MICROFIL	750	0	750	.00	.00	750.00	.0%	
15102 53101 COMMUNICABLE DISEAS	4,000	0	4,000	1,321.89	-1,321.89	4,000.00	.0%	
15102 53103 ANIMAL CONTROL SERV	245,262	0	245,262	.00	.00	245,262.00	.0%	
15102 53190 EDUCATION & TRAININ	5,625	0	5,625	1,475.00	.00	4,150.00	26.2%	
15102 54200 OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%	
15102 54220 SUPPLIES - OTHER	4,000	0	4,000	36.44	-36.44	4,000.00	.0%	
15102 54221 SUPPLIES - EMERGENC	3,500	0	3,500	.00	.00	3,500.00	.0%	
15102 54800 MOTOR VEHICLE FUEL	2,820	0	2,820	.00	.00	2,820.00	.0%	
15102 57009 CLOTHING EXPENSE	1,000	0	1,000	.00	.00	1,000.00	.0%	
15102 57100 IN-STATE TRAVEL	1,200	0	1,200	46.20	.00	1,153.80	3.9%	
15102 57400 MALPRACTICE INSURAN	128	0	128	.00	.00	128.00	.0%	
TOTAL EXPENSES	283,905	0	283,905	9,859.53	511.67	273,533.80	3.7%	
TOTAL BOARD OF HEALTH	938,029	0	938,029	46,125.00	511.67	891,392.33	5.0%	
5410 COUNCIL ON AGING								
1 PERSONAL SERVICES								
15411 51101 PAY-EXECUTIVE DIREC	80,681	0	80,681	4,264.64	.00	76,416.36	5.3%	
15411 51102 PAY-NUTRITIONAL DIR	50,733	0	50,733	2,801.25	.00	47,931.75	5.5%	
15411 51103 PAY-ASSISTANT DIREC	29,583	0	29,583	3,127.41	.00	26,455.59	10.6%	
15411 51104 PAY-UTILITY PERSON	70,570	0	70,570	3,784.25	.00	66,785.75	5.4%	
15411 51105 PAY-VOLUNTEER COORD	148,841	0	148,841	7,256.01	.00	141,584.99	4.9%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
15411 51106	PAY-PART TIME CUSTO	32,625	0	32,625	.00	.00	32,625.00	.0%	
15411 51202	PAY-HEALTH SERVICES	78,678	0	78,678	4,195.16	.00	74,482.84	5.3%	
15411 51203	PAY-DRIVER	80,734	0	80,734	2,703.00	.00	78,031.00	3.3%	
15411 51300	PAY-OVERTIME	750	0	750	.00	.00	750.00	.0%	
15411 51400	PAY-LONGEVITY	4,261	0	4,261	500.00	.00	3,761.00	11.7%	
15411 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
15411 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
15411 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
15411 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES		577,460	0	577,460	28,631.72	.00	548,828.28	5.0%	
2 EXPENSES									
15412 52100	ENERGY-GAS/OIL/ELEC	64,885	0	64,885	6,613.41	58,271.59	.00	100.0%	
15412 52300	WATER & SEWER	2,000	0	2,000	.00	.00	2,000.00	.0%	
15412 52400	R & M - EQUIPMENT	1,700	0	1,700	.00	.00	1,700.00	.0%	
15412 52500	R & M - BLDGS. & GR	4,900	0	4,900	1,244.00	3,656.00	.00	100.0%	
15412 53010	PROFESSIONAL SERVIC	7,700	0	7,700	.00	.00	7,700.00	.0%	
15412 53190	EDUCATION & TRAININ	275	0	275	.00	.00	275.00	.0%	
15412 54200	OFFICE & PROF. SUPP	1,050	0	1,050	355.86	444.14	250.00	76.2%	
15412 54220	SUPPLIES - OTHER	5,500	0	5,500	268.03	5,231.97	.00	100.0%	
15412 54800	MOTOR VEHICLE FUEL	6,000	0	6,000	3,186.18	-3,186.18	6,000.00	.0%	
15412 57009	CLOTHING EXPENSE	750	0	750	.00	.00	750.00	.0%	
15412 57100	IN-STATE TRAVEL	100	0	100	.00	.00	100.00	.0%	
TOTAL EXPENSES		94,860	0	94,860	11,667.48	64,417.52	18,775.00	80.2%	
TOTAL COUNCIL ON AGING		672,320	0	672,320	40,299.20	64,417.52	567,603.28	15.6%	
5430 VETERANS SERVICES									
1 PERSONAL SERVICES									
15431 51101	PAY-COMMISSIONER	69,728	0	69,728	3,685.69	.00	66,042.31	5.3%	
15431 51105	PAY- NATIONAL SERVI	54,899	0	54,899	2,901.84	.00	51,997.16	5.3%	
15431 51400	PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%	
15431 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
15431 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
15431 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
15431 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	125,431	0	125,431	6,587.53	.00	118,843.47	5.3%	
2 EXPENSES								
15432 53010 PROFESSIONAL SERVIC	5,000	0	5,000	.00	.00	5,000.00	.0%	
15432 53190 EDUCATION & TRAININ	1,500	0	1,500	.00	.00	1,500.00	.0%	
15432 54200 OFFICE & PROF. SUPP	2,000	0	2,000	.00	.00	2,000.00	.0%	
15432 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%	
15432 57300 DUES & SUBSCRIPTION	1,000	0	1,000	.00	.00	1,000.00	.0%	
15432 57600 VETERANS PATRIOTIC	2,000	0	2,000	185.00	-185.00	2,000.00	.0%	
15432 57700 VET. BENEFITS - DIR	240,000	0	240,000	10,518.70	.00	229,481.30	4.4%	
TOTAL EXPENSES	252,500	0	252,500	10,703.70	-185.00	241,981.30	4.2%	
TOTAL VETERANS SERVICES	377,931	0	377,931	17,291.23	-185.00	360,824.77	4.5%	
5450 COMMISSION ON DISABILITIES								
2 EXPENSES								
15452 53010 PROFESSIONAL SERVIC	14,000	0	14,000	.00	.00	14,000.00	.0%	
15452 54220 SUPPLIES & EQUIPMEN	22,000	0	22,000	.00	.00	22,000.00	.0%	
TOTAL EXPENSES	36,000	0	36,000	.00	.00	36,000.00	.0%	
TOTAL COMMISSION ON DISABILITIES	36,000	0	36,000	.00	.00	36,000.00	.0%	
6100 PUBLIC LIBRARY								
1 PERSONAL SERVICES								
16101 51101 PAY-DIRECTOR	70,745	0	70,745	3,756.02	.00	66,988.98	5.3%	
16101 51102 PAY-REFERENCE LIB.	107,131	0	107,131	5,684.93	.00	101,446.07	5.3%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16101 51103 PAY-REFERENCE LIBRA	131,282	0	131,282	6,557.69	.00	124,724.31	5.0%
16101 51104 PAY-CHILDREN'S LIBR	136,330	0	136,330	7,300.65	.00	129,029.35	5.4%
16101 51105 PAY-CATALOGUER	40,286	0	40,286	2,160.91	.00	38,125.09	5.4%
16101 51108 PAY-CUSTODIAN	63,631	0	63,631	3,413.16	.00	60,217.84	5.4%
16101 51112 PAY-FINANCIAL MANAG	48,868	0	48,868	2,621.25	.00	46,246.75	5.4%
16101 51113 PAY-ASSISTANT DIREC	53,154	0	53,154	2,851.18	.00	50,302.82	5.4%
16101 51114 PAY-COMPUTER COORDI	79,535	0	79,535	4,266.20	.00	75,268.80	5.4%
16101 51115 PAY-COLLECTION DEV	44,084	0	44,084	2,364.61	.00	41,719.39	5.4%
16101 51400 PAY-LONGEVITY	4,800	0	4,800	850.00	.00	3,950.00	17.7%
16101 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
16101 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
16101 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
16101 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	779,850	0	779,850	41,826.60	.00	738,023.40	5.4%
2 EXPENSES							
16102 52100 ENERGY-GAS/OIL/ELEC	45,000	0	45,000	.00	45,000.00	.00	100.0%
16102 54221 LIBRARY BOOKS	15,000	0	15,000	.00	.00	15,000.00	.0%
TOTAL EXPENSES	60,000	0	60,000	.00	45,000.00	15,000.00	75.0%
TOTAL PUBLIC LIBRARY	839,850	0	839,850	41,826.60	45,000.00	753,023.40	10.3%
6300 RECREATION							
1 PERSONAL SERVICES							
16301 51101 PAY-RECREATION DIRE	85,820	0	85,820	4,469.23	.00	81,350.77	5.2%
16301 51103 PAY-RECREATION COOR	59,166	0	59,166	3,127.41	.00	56,038.59	5.3%
16301 51125 PAY-ADMINISTRATIVE	47,996	0	47,996	.00	.00	47,996.00	.0%
16301 51240 PAY - TEMPORARY/SEA	110,000	0	110,000	21,253.00	.00	88,747.00	19.3%
16301 51400 PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%
16301 51500 PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
16301 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
16301 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
16301 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES	303,786	0	303,786	28,849.64	.00	274,936.36	9.5%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES		BUDGET	USED

2 EXPENSES

16302 52420	R & M - RECREATION	3,000	0	3,000	.00	.00	3,000.00	.0%
16302 52701	EVENTS STAGING	8,000	0	8,000	.00	.00	8,000.00	.0%
16302 53010	OTHER CONTRACTED SE	1,000	0	1,000	.00	.00	1,000.00	.0%
16302 53030	PRINT/BIND/MICROFIL	500	0	500	.00	.00	500.00	.0%
16302 53161	SPEC.EVENT-SENIOR F	4,500	0	4,500	.00	.00	4,500.00	.0%
16302 53164	SPORTS LEAGUES COST	8,000	0	8,000	2,350.00	.00	5,650.00	29.4%
16302 53166	RECREATIONAL PROGRA	26,000	0	26,000	.00	.00	26,000.00	.0%
16302 53190	EDUCATION & TRAININ	500	0	500	.00	.00	500.00	.0%
16302 53430	ADVERTISING	500	0	500	.00	.00	500.00	.0%
16302 54200	OFFICE & PROF. SUPP	250	0	250	.00	.00	250.00	.0%
16302 54220	SUPPLIES - OTHER	3,000	0	3,000	.00	500.00	2,500.00	16.7%
16302 57100	IN-STATE TRAVEL	750	0	750	.00	.00	750.00	.0%
16302 57300	DUES & SUBSCRIPTION	300	0	300	.00	.00	300.00	.0%
TOTAL EXPENSES		56,300	0	56,300	2,350.00	500.00	53,450.00	5.1%
TOTAL RECREATION		360,086	0	360,086	31,199.64	500.00	328,386.36	8.8%

6500 PARKS

1 PERSONAL SERVICES

16501 51106	PAY-HEAVY MOTOR EQU	53,389	0	53,389	2,729.44	.00	50,659.56	5.1%
16501 51109	PAY-PARKS MAINTENAN	357,130	0	357,130	20,610.00	.00	336,520.00	5.8%
16501 51110	PAY-PARKS MAINT.CRA	50,430	0	50,430	.00	.00	50,430.00	.0%
16501 51300	PAY-OVERTIME	10,000	0	10,000	1,441.16	.00	8,558.84	14.4%
16501 51400	PAY-LONGEVITY	4,325	0	4,325	.00	.00	4,325.00	.0%
16501 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
16501 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
16501 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
16501 51830	PAY-CLOTHING ALLOWA	2,750	0	2,750	1,800.00	.00	950.00	65.5%
16501 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
TOTAL PERSONAL SERVICES		478,028	0	478,028	26,580.60	.00	451,447.40	5.6%

2 EXPENSES

16502 52100	ENERGY-GAS/OIL/ELEC	31,284	0	31,284	1,479.87	-1,479.87	31,284.00	.0%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
16502 52300	WATER & SEWER	48,900	0	48,900	.00	.00	48,900.00	.0%	
16502 52410	R & M - VEHICLES	18,360	0	18,360	1,991.87	4,553.13	11,815.00	35.6%	
16502 52420	R & M - OTHER	15,300	0	15,300	2,518.39	-506.88	13,288.49	13.1%	
16502 52500	R & M - FIELDS	63,750	0	63,750	220.00	1,640.00	61,890.00	2.9%	
16502 52518	R&M POOLS	10,200	0	10,200	11,209.40	-3,197.76	2,188.36	78.5%	
16502 53010	CONTRACT SERVICES	85,000	0	85,000	13,270.00	-13,270.00	85,000.00	.0%	
16502 54220	SUPPLIES - OTHER	4,080	0	4,080	982.60	-982.60	4,080.00	.0%	
16502 55830	CLOTHING CONTRACT	2,295	0	2,295	140.65	-140.65	2,295.00	.0%	
TOTAL EXPENSES		279,169	0	279,169	31,812.78	-13,384.63	260,740.85	6.6%	
TOTAL PARKS		757,197	0	757,197	58,393.38	-13,384.63	712,188.25	5.9%	
6910 MUSEUMS & MONUMENTS									
1 PERSONAL SERVICES									
16911 51101	PAY-DIRECTOR	75,302	0	75,302	3,980.33	.00	71,321.67	5.3%	
16911 51103	PAY-CITY HISTORIAN	59,166	0	59,166	3,127.41	.00	56,038.59	5.3%	
16911 51104	PAY-ENTERPRISE COOR	39,391	0	39,391	2,071.72	.00	37,319.28	5.3%	
16911 51106	PAY-OFFICE ASSISTAN	35,097	0	35,097	1,845.34	.00	33,251.66	5.3%	
16911 51400	PAY-LONGEVITY	900	0	900	.00	.00	900.00	.0%	
16911 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%	
16911 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
16911 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
16911 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES		209,860	0	209,860	11,024.80	.00	198,835.20	5.3%	
2 EXPENSES									
16912 52100	ENERGY-GAS/OIL/ELEC	27,270	0	27,270	1,736.23	25,533.77	.00	100.0%	
16912 52300	WATER & SEWER	3,000	0	3,000	71.75	2,928.25	.00	100.0%	
16912 52420	R & M - OTHER	20,000	0	20,000	6,889.58	-4,752.37	17,862.79	10.7%	
16912 53009	CONTRACTED SERVICES	5,000	0	5,000	2,262.64	-1,722.64	4,460.00	10.8%	
16912 53030	PRINT/BIND/MICROFIL	700	0	700	.00	.00	700.00	.0%	
16912 53190	EDUCATION & TRAININ	1,000	0	1,000	.00	.00	1,000.00	.0%	
16912 53430	ADVERTISING	1,000	0	1,000	.00	.00	1,000.00	.0%	
16912 54200	OFFICE & PROF. SUPP	800	0	800	29.75	.00	770.25	3.7%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
16912 54220 SUPPLIES - OTHER	800	0	800	6.73	.00	793.27	.8%	
16912 57100 IN-STATE TRAVEL	250	0	250	.00	.00	250.00	.0%	
16912 57300 DUES & SUBSCRIPTION	1,000	0	1,000	.00	.00	1,000.00	.0%	
16912 57400 INSURANCE	3,902	0	3,902	.00	.00	3,902.00	.0%	
TOTAL EXPENSES	64,722	0	64,722	10,996.68	21,987.01	31,738.31	51.0%	
TOTAL MUSEUMS & MONUMENTS	274,582	0	274,582	22,021.48	21,987.01	230,573.51	16.0%	
6930 WAR MEMORIAL COMMISSION								
1 PERSONAL SERVICES								
16931 51101 PAY-SR. BUILDING CU	46,271	0	46,271	2,433.76	.00	43,837.24	5.3%	
16931 51102 PAY-BUILDING CUSTOD	45,205	0	45,205	2,104.38	.00	43,100.62	4.7%	
16931 51300 PAY-OVERTIME	0	0	0	222.92	.00	-222.92	100.0%	
16931 51400 PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%	
16931 51510 PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%	
16931 51530 PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%	
16931 51830 CLOTHING ALLOWANCE	350	0	350	350.00	.00	.00	100.0%	
16931 51996 WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%	
TOTAL PERSONAL SERVICES	92,629	0	92,629	5,111.06	.00	87,517.94	5.5%	
2 EXPENSES								
16932 52100 ENERGY-GAS/OIL/ELEC	31,189	0	31,189	.00	.00	31,189.00	.0%	
16932 52300 WATER & SEWER	502	0	502	714.01	-714.01	502.00	.0%	
16932 52500 R & M - BLDGS. & GR	14,500	0	14,500	469.88	30.12	14,000.00	3.4%	
TOTAL EXPENSES	46,191	0	46,191	1,183.89	-683.89	45,691.00	1.1%	
TOTAL WAR MEMORIAL COMMISSION	138,820	0	138,820	6,294.95	-683.89	133,208.94	4.0%	
6940 EXHIBIT HALL COMMISSION								
2 EXPENSES								
16942 52100 ENERGY-GAS/OIL/ELEC	45,000	0	45,000	3,554.95	-3,554.95	45,000.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
16942 52300 WATER & SEWER	470	0	470	98.44	-98.44	470.00	.0%	
16942 52500 R & M - BLDGS. & GR	15,000	0	15,000	726.70	-166.70	14,440.00	3.7%	
TOTAL EXPENSES	60,470	0	60,470	4,380.09	-3,820.09	59,910.00	.9%	
TOTAL EXHIBIT HALL COMMISSION	60,470	0	60,470	4,380.09	-3,820.09	59,910.00	.9%	
7100 LONG TERM DEBT SERVICE								
4 DEBT SERVICE								
17104 59137 PRINC.-LT DEBT-PUBL	665,000	0	665,000	.00	.00	665,000.00	.0%	
17104 59138 PRINC.-LT DEBT-CITY	2,600,000	0	2,600,000	.00	.00	2,600,000.00	.0%	
17104 59237 INT.-LT DEBT-PUBLIC	183,006	0	183,006	.00	.00	183,006.00	.0%	
17104 59238 INT.-LT DEBT-CITY	660,744	0	660,744	.00	.00	660,744.00	.0%	
TOTAL DEBT SERVICE	4,108,750	0	4,108,750	.00	.00	4,108,750.00	.0%	
TOTAL LONG TERM DEBT SERVICE	4,108,750	0	4,108,750	.00	.00	4,108,750.00	.0%	
7520 SHORT TERM DEBT SERVICE								
4 DEBT SERVICE								
17524 59290 INTEREST-SHORT TERM	100,000	0	100,000	.00	.00	100,000.00	.0%	
TOTAL DEBT SERVICE	100,000	0	100,000	.00	.00	100,000.00	.0%	
TOTAL SHORT TERM DEBT SERVICE	100,000	0	100,000	.00	.00	100,000.00	.0%	
8200 STATE/COUNTY ASSESSMENTS								
2 EXPENSES								
18202 56350 STATE-RET.TEACH.HEA	4,442,229	0	4,442,229	.00	.00	4,442,229.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12									
ACCOUNTS FOR: 0010	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
18202 56360	STATE-AIR POLLUTION	9,345	0	9,345	.00	.00	9,345.00	.0%	
18202 56370	STATE-RMV NON-RENEW	78,780	0	78,780	.00	.00	78,780.00	.0%	
18202 56400	STATE-REGION.TRANSI	1,134,865	0	1,134,865	.00	.00	1,134,865.00	.0%	
18202 56510	STATE-SPECIAL EDUCA	56,472	0	56,472	.00	.00	56,472.00	.0%	
18202 56511	STATE-SCHOOL CHOICE	3,304,436	0	3,304,436	.00	.00	3,304,436.00	.0%	
18202 56513	STATE-CHARTER SCHOO	14,858,299	0	14,858,299	.00	.00	14,858,299.00	.0%	
TOTAL EXPENSES		23,884,426	0	23,884,426	.00	.00	23,884,426.00	.0%	
TOTAL STATE/COUNTY ASSESSMENTS		23,884,426	0	23,884,426	.00	.00	23,884,426.00	.0%	
9110 OTHER-RETIREMENT CONTRIB.									
1 PERSONAL SERVICES									
19111 51999	RETIREMENT CONTRIBU	13,147,588	0	13,147,588	.00	.00	13,147,588.00	.0%	
TOTAL PERSONAL SERVICES		13,147,588	0	13,147,588	.00	.00	13,147,588.00	.0%	
TOTAL OTHER-RETIREMENT CONTRIB.		13,147,588	0	13,147,588	.00	.00	13,147,588.00	.0%	
9120 OTHER-WORKERS COMP.									
1 PERSONAL SERVICES									
19121 51996	WORKERS COMP WAGE B	100,000	0	100,000	6,021.30	.00	93,978.70	6.0%	
19121 51997	WORKERS COMP MEDICA	100,000	0	100,000	.00	.00	100,000.00	.0%	
TOTAL PERSONAL SERVICES		200,000	0	200,000	6,021.30	.00	193,978.70	3.0%	
TOTAL OTHER-WORKERS COMP.		200,000	0	200,000	6,021.30	.00	193,978.70	3.0%	
9130 OTHER-UNEMPLOYMENT COMP.									
1 PERSONAL SERVICES									
19131 51999	UNEMPLOYMENT COMPEN	50,000	0	50,000	19,209.00	1,399.75	29,391.25	41.2%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
TOTAL PERSONAL SERVICES	50,000	0	50,000	19,209.00	1,399.75	29,391.25	41.2%	
TOTAL OTHER-UNEMPLOYMENT COMP.	50,000	0	50,000	19,209.00	1,399.75	29,391.25	41.2%	
9150 OTHER-LIFE INSURANCE								
1 PERSONAL SERVICES								
19151 51999 LIFE INSURANCE	70,000	0	70,000	.00	.00	70,000.00	.0%	
TOTAL PERSONAL SERVICES	70,000	0	70,000	.00	.00	70,000.00	.0%	
TOTAL OTHER-LIFE INSURANCE	70,000	0	70,000	.00	.00	70,000.00	.0%	
9160 OTHER-F.I.C.A.-M.								
1 PERSONAL SERVICES								
19161 51999 F.I.C.A.-MEDICARE	1,600,000	0	1,600,000	65,018.12	.00	1,534,981.88	4.1%	
TOTAL PERSONAL SERVICES	1,600,000	0	1,600,000	65,018.12	.00	1,534,981.88	4.1%	
TOTAL OTHER-F.I.C.A.-M.	1,600,000	0	1,600,000	65,018.12	.00	1,534,981.88	4.1%	
9200 OTHER-TRAVEL								
2 EXPENSES								
19202 57200 OUT-OF-STATE TRAVEL	3,000	0	3,000	.00	.00	3,000.00	.0%	
TOTAL EXPENSES	3,000	0	3,000	.00	.00	3,000.00	.0%	
TOTAL OTHER-TRAVEL	3,000	0	3,000	.00	.00	3,000.00	.0%	
9400 OTHER-PROP./LIAB. INSUR.								
2 EXPENSES								

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET				BUDGET	USED
19402 57400 CITY PROP/LIAB INSU	941,820	0	941,820		.00	.00	941,820.00	.0%
19402 57407 CYBERSECURITY INSUR	15,000	0	15,000		.00	.00	15,000.00	.0%
19402 57408 SHORT TERM DISABILI	48,000	0	48,000	6,694.69		-3,356.32	44,661.63	7.0%
TOTAL EXPENSES	1,004,820	0	1,004,820	6,694.69		-3,356.32	1,001,481.63	.3%
TOTAL OTHER-PROP./LIAB. INSUR.	1,004,820	0	1,004,820	6,694.69		-3,356.32	1,001,481.63	.3%
9410 OTHER-LEGAL CLAIMS/JUDG'T								
2 EXPENSES								
19412 57630 CLAIMS - GENERAL	75,000	0	75,000	-15.00		.00	75,015.00	.0%
19412 57640 MED.CLAIMS-P & F	250,000	0	250,000	.00		.00	250,000.00	.0%
TOTAL EXPENSES	325,000	0	325,000	-15.00		.00	325,015.00	.0%
TOTAL OTHER-LEGAL CLAIMS/JUDG'T	325,000	0	325,000	-15.00		.00	325,015.00	.0%
9420 INCOME REPLACEMENT BUYBACKS								
1 PERSONAL SERVICES								
19421 51950 IRP LEAVE TIME BUYB	103,000	0	103,000	76,634.69		.00	26,365.31	74.4%
TOTAL PERSONAL SERVICES	103,000	0	103,000	76,634.69		.00	26,365.31	74.4%
TOTAL INCOME REPLACEMENT BUYBACKS	103,000	0	103,000	76,634.69		.00	26,365.31	74.4%
9440 CANNABIS IMPACT								
2 EXPENSES								
19442 53005 OPED LEGAL SERVICES	0	0	0	759.00		-759.00	.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
19442 53006	OPED MUN. SUPPORT M	0	0	0	3,200.00	-3,200.00	.00	.0%	
19442 53018	OPED MARKETING	0	0	0	6,250.00	-6,250.00	.00	.0%	
TOTAL EXPENSES		0	0	0	10,209.00	-10,209.00	.00	.0%	
TOTAL CANNABIS IMPACT		0	0	0	10,209.00	-10,209.00	.00	.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	203,992,567	0	203,992,567	5,052,488.30	83,938.09	198,856,140.61	2.5%

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REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
6000 SEWER ENTERPRISE	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED	

4400 SEWER ADMINISTRATION

1 PERSONAL SERVICES

60401 51105	PAY-PRICIPAL CLERK/	118,992	0	118,992	5,313.63	.00	113,678.37	4.5%
60401 51300	PAY-OVERTIME	5,000	0	5,000	592.71	.00	4,407.29	11.9%
60401 51400	PAY-LONGEVITY	1,250	0	1,250	.00	.00	1,250.00	.0%
60401 51500	PAY-VACATION BUYBAC	1	0	1	.00	.00	1.00	.0%
60401 51510	PAY-SICK LEAVE BUYB	1	0	1	.00	.00	1.00	.0%
60401 51530	PAY-FAMILY & MEDICA	1	0	1	.00	.00	1.00	.0%
60401 51830	PAY-CLOTHING ALLOWA	650	0	650	650.00	.00	.00	100.0%
60401 51996	WORKERS COMP WAGE B	1	0	1	.00	.00	1.00	.0%
60401 51999	RETIREMENT & BENEFI	56,803	0	56,803	.00	.00	56,803.00	.0%
TOTAL PERSONAL SERVICES		182,699	0	182,699	6,556.34	.00	176,142.66	3.6%

2 EXPENSES

60402 53010	PROF. SERVICES - AU	18,000	0	18,000	.00	.00	18,000.00	.0%
60402 53011	PROF.SERVICES-OTHER	0	0	0	30,162.04	-30,162.04	.00	.0%
60402 53012	MANAGEMENT SERVICE	9,000,000	0	9,000,000	634,647.18	-634,647.18	9,000,000.00	.0%
60402 54200	OFFICE & PROF. SUPP	0	0	0	244.21	-244.21	.00	.0%
TOTAL EXPENSES		9,018,000	0	9,018,000	665,053.43	-665,053.43	9,018,000.00	.0%

4 DEBT SERVICE

60404 59139	PRINCIPAL - LT DEBT	1,394,791	0	1,394,791	.00	.00	1,394,791.00	.0%
60404 59239	INTEREST - LT DEBT	358,909	0	358,909	.00	.00	358,909.00	.0%
TOTAL DEBT SERVICE		1,753,700	0	1,753,700	.00	.00	1,753,700.00	.0%
TOTAL SEWER ADMINISTRATION		10,954,399	0	10,954,399	671,609.77	-665,053.43	10,947,842.66	.1%

9440 CANNABIS IMPACT

2 EXPENSES

69442 53007	INTEGRATED PLAN- CO	0	0	0	17,154.28	-17,154.28	.00	.0%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12								
ACCOUNTS FOR: 6000	SEWER ENTERPRISE	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL EXPENSES	0	0	0	17,154.28	-17,154.28	.00	.0%
	TOTAL CANNABIS IMPACT	0	0	0	17,154.28	-17,154.28	.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2026 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	10,954,399	0	10,954,399	688,764.05	-682,207.71	10,947,842.66	.1%

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REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
6000 SEWER ENTERPRISE	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
4210 DPW-ADMIN.								
000 UNCLASSIFIED								
6000 59740 TRANS. TO ENTERPRISE	0	96,708	96,708	96,708.00	.00	.00	100.0%	
TOTAL UNCLASSIFIED	0	96,708	96,708	96,708.00	.00	.00	100.0%	
TOTAL DPW-ADMIN.	0	96,708	96,708	96,708.00	.00	.00	100.0%	
4400 SEWER ADMINISTRATION								
1 PERSONAL SERVICES								
60401 51105 PAY-PRICIPAL CLERK/	110,640	0	110,640	95,136.22	.00	15,503.78	86.0%	
60401 51300 PAY-OVERTIME	5,000	0	5,000	3,506.48	.00	1,493.52	70.1%	
60401 51400 PAY-LONGEVITY	2,100	0	2,100	2,100.00	.00	.00	100.0%	
60401 51830 PAY-CLOTHING ALLOWA	650	0	650	650.00	.00	.00	100.0%	
60401 51999 RETIREMENT & BENEFI	50,000	0	50,000	38,208.62	.00	11,791.38	76.4%	
TOTAL PERSONAL SERVICES	168,390	0	168,390	139,601.32	.00	28,788.68	82.9%	
2 EXPENSES								
60402 52420 R & M - SEWERS	100,000	17,941	117,941	25,192.85	62,582.45	30,165.40	74.4%	
60402 53005 LEGAL SERVICES	0	180,360	180,360	141,464.40	38,895.85	.00	100.0%	
60402 53010 PROF. SERVICES - AU	15,000	8,513	23,513	.00	23,513.00	.00	100.0%	
60402 53011 PROF.SERVICES-OTHER	0	475,385	475,385	96,241.16	185,929.68	193,214.03	59.4%	
60402 53012 MANAGEMENT SERVICE	7,600,000	838,177	8,438,177	7,803,329.95	1,439,688.18	-804,841.00	109.5%	
60402 53017 LOAN ORIGATION &	0	0	0	12,395.73	.00	-12,395.73	100.0%	
60402 53100 SEWER CHG.-WHITNEY	30,000	19,309	49,309	28,304.92	21,003.61	.00	100.0%	
60402 53101 USER CHARGE ADMIN.	126,000	-5,963	120,037	120,037.14	.00	.00	100.0%	
60402 53106 SHUT OFF PROGRAM	21,000	-9,000	12,000	12,000.00	.00	.00	100.0%	
60402 54200 OFFICE & PROF. SUPP	0	1,000	1,000	731.06	244.22	24.73	97.5%	
TOTAL EXPENSES	7,892,000	1,525,722	9,417,722	8,239,697.21	1,771,856.99	-593,832.57	106.3%	
4 DEBT SERVICE								

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
6000 SEWER ENTERPRISE	APPROP	ADJSTMTS	BUDGET				BUDGET	USED
60404 59139 PRINCIPAL - LT DEBT	1,463,402	0	1,463,402	762,504.32		.00	700,897.68	52.1%
60404 59239 INTEREST - LT DEBT	430,956	0	430,956	236,786.00		.00	194,170.00	54.9%
TOTAL DEBT SERVICE	1,894,358	0	1,894,358	999,290.32		.00	895,067.68	52.8%
TOTAL SEWER ADMINISTRATION	9,954,748	1,525,722	11,480,470	9,378,588.85	1,771,856.99		330,023.79	97.1%
9440 CANNABIS IMPACT								
2 EXPENSES								
69442 53007 INTEGRATED PLAN- CO	0	228,625	228,625	26,129.65	202,495.55		.00	100.0%
TOTAL EXPENSES	0	228,625	228,625	26,129.65	202,495.55		.00	100.0%
TOTAL CANNABIS IMPACT	0	228,625	228,625	26,129.65	202,495.55		.00	100.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2025 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,954,748	1,851,055	11,805,803	9,501,426.50	1,974,352.54	330,023.79	97.2%

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FITCH

& ASSOCIATES

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Table of Contents

TABLE OF CONTENTS	2
EXECUTIVE SUMMARY	3
PROJECT OVERVIEW	3
KEY FINDINGS	5
PATHWAY FORWARD	7
METHODOLOGY	9
EVALUATION OF THE CURRENT SYSTEM.....	11
SERVICE AREA OVERVIEW	11
CURRENT SYSTEM DESCRIPTION	11
COMMUNITY DEMAND FOR SERVICE	17
SYSTEM PERFORMANCE, RESOURCE ALLOCATION, AND UTILIZATION	24
PATHWAY FORWARD	35
OPTION ZERO – MAINTAINING THE STATUS QUO FOR EMS SYSTEM OPERATIONS	35
OPTION 1 – INCREMENTAL BLS TRANSPORTATION SUPPORT	36
SYSTEM FINANCES	40
MODEL 1 – CITY ASSUMING ALL EMS SERVICES	41
MODEL 2: THE CITY INCREMENTALLY SUPPORTS EMS SERVICES.....	43
CONCLUSION.....	45

Executive Summary

Project Overview

In March of 2024, the City of Holyoke (City) engaged Fitch & Associates, LLC (FITCH) to conduct a high-level emergency medical services (EMS) system study investigating the feasibility of the Holyoke Fire Department expanding into providing ambulance transport services in the city. The City was aware that the current EMS agency was experiencing increased stress due to staffing and financial issues, which continued to impact the community. These are trends FITCH is seeing across the State of Massachusetts and the entire Country.

As requested, FITCH performed a high-level study of the EMS system, paying close attention to potential opportunities for improvement and advancement. The project deliverables requested were:

- Facilitating and executing a comprehensive assessment of the current EMS system and all contracts with current private EMS providers with the City of Holyoke and Holyoke Medical Center.
- Facilitating and executing a comprehensive assessment of the current dispatch protocols for dispatching EMS units in the City of Holyoke.
- Analysis of current and projected calls for service, including time of day, days of week, and BLS vs. ALS call volumes.
- A review and analysis of municipal ordinances and policies related to EMS delivery.
- A review and analysis of mutual aid agreements and contracts, as well as mutual aid requests, including advanced life support intercepts outside of Holyoke and requests for said services into Holyoke.
- A review of Holyoke Medical Center's emergency and non-emergency transports/transfers, along with call volume, times, and locations for transfers.
- An analysis of the current department infrastructure to support EMS operations, including facilities, vehicles, and equipment.
- Plan and conduct two (2) stakeholder meetings to solicit public input and one additional meeting for department personnel input.

- A review and analysis of current response times.

Based on this, our team of consultants also completed an overall analysis, made recommendations, and provided information on the following:

- Feasibility of the department providing transport EMS services.
- Service delivery model recommendations that will include, at minimum, the following three (3) options:
 0. Evaluate continuing with the status quo.
 1. A fire-based EMS ambulance delivery model providing 100 percent of the ambulance transports.
 2. A public/private partnership with a shared response for 911 emergencies.
- -Recommended service levels (Basic, Paramedic, Emergency First Response, Community Paramedicine).
- Recommended timelines for implementation.
- Recommended vehicles and equipment, including all costs and recurring costs associated with said equipment (e.g., Estimates on service contracts).
- Staffing levels and scheduling practices needed to support the EMS system.
- Projected budget, including expenses and revenues.
- Recommendation(s) for EMS billing.
- Recommendations for future grants and other reimbursement programs to maximize revenue streams. These recommendations will include the use of any collection agencies.
- Recommendations for hospital-based transfers (both emergency and non-emergency).
- Analysis of current workload and of call concurrency and the impact on fire and EMS system effectiveness.
- Provide detailed steps required by the MA Office of EMS to begin ambulance transport service at the Basic EMT level, along with required policies, procedures, and training requirements for starting an EMS transport service.
- Response time industry best practices and models that will enhance response times.
- Projected future needs.

Key findings

CURRENT 911 SYSTEM RUNS AT A FINANCIAL DEFICIT

The existing Emergency Medical Services (EMS) system, which focuses solely on 911 calls and emergency responses, operates at a substantial financial deficit. FITCH believes the current EMS contractor incurs an estimated annual loss of approximately \$200,344 on this segment of operations. This ongoing deficit poses a significant financial risk for the City, raising concerns about the long-term sustainability of the system. Should the 911 emergency system be contracted exclusively to a private provider—separated from interfacility transports or non-emergency services—it would necessitate a considerable subsidy to cover operational costs. This scenario underscores the need for this strategic evaluation of the City's EMS model to ensure both financial viability and continued delivery of high-quality emergency medical care.

FULL SYSTEM OPERATED BY THE FIRE DEPARTMENT WOULD COST APPROXIMATELY 2.23 MILLION TO OPERATE ASSUMING NEW ASSETS AND PERSONNEL

If the City were to take over the operation of the 911 EMS system, including interfacility and non-emergency transport services, FITCH estimates the annual cost would be approximately \$2.23 million. This figure is based on maintaining the current response time parameters and utilizing city fire personnel to handle 911-only responses. However, if the City decided to expand its operations to include hospital transports, the annual cost could range from \$2.2 million to \$4 million. This increase accounts for the additional resources needed to manage fluctuating workloads and ensure adequate service levels.

Beyond operational expenses, the City would face significant initial capital costs, estimated between \$2.5 million and \$3.6 million, depending on the service model chosen. These capital expenses do not include other critical needs, such as acquiring or retrofitting facilities, purchasing uniforms for new personnel, or stocking necessary medical supplies. Furthermore, the City would need to address the future of the emergency rehab unit, which is currently operated by a private contractor, adding another layer of complexity to the transition.

Assuming responsibility for the EMS system would require not only a substantial financial commitment but also careful planning to ensure continuity of service and operational

efficiency. The City must weigh these costs and logistical challenges against the potential benefits of having greater control over emergency medical services.

PARTIAL EMS SYSTEM OPERATIONS WITH PUBLIC AND PRIVATE PARTNERSHIP

If the City were to assume partial operations of the EMS system, this approach could be implemented with minimal costs under specific conditions. Utilizing the personnel already employed by the City, the operation could be structured to meet the required number of responses necessary to achieve a return on investment without additional staffing expenses. However, this model would still necessitate an initial capital asset purchase, with costs ranging from \$783,000 to \$1.95 million, depending on the chosen operational framework.

Partial operations could also begin without the need to hire new staff, provided the service is limited to operating two units. Expanding to three units, however, would require hiring additional personnel to meet the operational and administrative demands. In this capacity, the City's partial operations would serve as a supportive measure for the current contractor, primarily providing services at the Basic Life Support (BLS) level. This approach allows for a more gradual entry into EMS operations while maintaining a collaborative relationship with the existing contractor.

CURRENT EMERGENCY EMS CONTRACT IS NOT SUSTAINABLE WITH CURRENT PARAMETERS

The current EMS contract is not sustainable long-term due to a combination of financial and operational challenges under the given parameters. The contract, which began in September 2022 with a one-year term and options for three additional one-year extensions contingent on satisfactory performance, imposes demanding requirements without providing a financial subsidy. Key requirements include an eight-minute response time standard at the 90th percentile, the provision of six units (with at least three operating at night), and a mix of Advanced Life Support (ALS) and Basic Life Support (BLS) units. While the contractor is permitted to use the units for hospital transports and generates an estimated \$680,783 annually (or an 11.9% profit) from non-emergency and interfacility transports, this revenue is insufficient to address the broader challenges tied to the contract structure.¹

¹ Estimated based on FITCH experience with EMS agencies, current contractor did not provide actual financials.

Despite this profit from transport services, the contractor still incurs a financial loss projected to be \$643,000 annually on the 911-only EMS operations.² This deficit stems from the high costs of maintaining the required response times, staffing, and operational readiness while balancing transport service demands. Additionally, the need for a dedicated backup unit further increases expenses, adding operational strain without direct financial support from the City.

This financial imbalance suggests that while transport services provide some revenue, they do not compensate for the substantial costs of meeting the City's service requirements under a no-subsidy model. The lack of financial support places a significant burden on the contractor and raises concerns about their ability to sustain operations, potentially jeopardizing the reliability of emergency medical services. To ensure long-term sustainability and continuity of service, the City must consider reevaluating the contract terms, including the potential need for a subsidy or alternative service models.

Pathway Forward

Two options are detailed in this report's "Pathway Forward" section. A list of the options is provided below.

- **Option Zero – Maintaining the Status Quo for EMS System Operations**

This approach maintains current EMS operations, ensuring coordinated responses but falling short of optimal performance. Challenges like workforce shortages, funding constraints, and rising costs may further strain the contracted EMS provider, risking inconsistent care quality and timeliness.

To mitigate these issues, the City will sustain Basic Life Support (BLS) first responder services through the fire department, encourage personnel to pursue paramedic certifications to enhance Advanced Life Support (ALS) capacity and collaborate with the EMS provider on incremental improvements such as dispatch coordination and technology upgrades. Proactive performance monitoring and public education campaigns will help maintain service quality and reduce non-emergency calls. While this

² FITCH estimate based on experience from like entities, as the contractor did not provide exact financials

plan can help stabilize the system, achieving long-term service excellence may require future reforms with staffing, performance and require additional funding.

- **Option One – Incremental BLS Transportation Support**

This option enhances the City’s EMS system by supplementing the current EMS contractor with Basic Life Support (BLS) transport services provided by the fire department (HFD). In-service HFD BLS ambulances would provide the primary response for BLS calls with the contractor providing backup when HFD is not available. Leveraging existing staffing, HFD can operate one or two additional ambulances without new hires, addressing peak demand periods and reducing response times.

Initial investments in ambulances, equipment, and infrastructure are anticipated to yield strong returns over five years, optimizing resource use and improving community outcomes, based on the projected number of transports per day. The EMS contractor will maintain its critical role, with HFD’s services functioning as a scalable support layer. There will need further evaluation on the operational and financial impact on the EMS contractor. This cost-effective approach strengthens EMS capabilities and enhances patient care while aligning with long-term goals of system resilience.

Methodology

FITCH collected data using multiple resources and methods to analyze historical call volume, organizational data, and other information provided by the City of Holyoke. At the start of the consultancy, meetings were established every other week. Data counts were provided by the HFD computer-aided dispatch (CAD) system and the departments record management system. Throughout the project, almost all of the stakeholders in the city were involved in various stages.

FITCH collected, processed, and validated data for EMS responses. Consultants worked to obtain data to complete the Information Data Request from the City. Data was not directly provided by the private EMS contractor. Most responses to FITCH's Information Data Request were incomplete. FITCH verified information and gained clarifications with the participating stakeholders in a series of remote meetings.

The data utilized for this report focused specifically on call volume. Each event is treated as an individual call for service without consideration of the number of units responding. Audits of the data files were first conducted to reduce duplication of events and to identify anomalies in the base data that would impact analysis. It should be noted that no data values were changed or modified in the cleanup process. Some spelling and abbreviation differences were adjusted in the names of towns and jurisdictions only where it was evident and necessary to provide the most accurate counts aggregated by geographic region.

Datasets that contained geographic coordinates were modified to latitude/longitude format. Datasets that did not contain coordinates were geocoded using an online service. Since this geocoding process is not 100% reliable, addresses that could not be reliably geocoded were removed from the datasets. Once an official dataset was established and agreed on, we completed our analysis steps and provided the output for consideration in this final report.

FITCH assessed the response time performance of EMS agencies in the City. Travel times of 6-minute, 8-minute, and 10-minute intervals were modeled from optimized locations based on historic volumes. Once response time performance was determined, analysis was performed to strategically match supply with demand and ensure the appropriate number of locations were

utilized for ambulance deployment to meet a prescribed response objective. The primary objective is to ensure that geographical deployment and demand are staffed appropriately with the correct level of resources.

Over the project timeline, FITCH and City representatives met virtually to discuss findings and options for results-based solutions.

Evaluation Of The Current System

Service Area Overview

Located in the Pioneer Valley of western Massachusetts, Holyoke is a dynamic city with an estimated population of 37,628³. Known for its cultural diversity and community-focused events, the city features a strong Puerto Rican influence and hosts one of the largest St. Patrick's Day parades in the country.

Holyoke offers significant recreational assets, including Mount Tom State Reservation and the Connecticut River, providing opportunities for outdoor activities and scenic enjoyment. With ongoing economic development and a revitalized downtown, the city is positioning itself as a hub for small businesses, arts, and innovation. Its strategic location along Interstate 91 ensures excellent connectivity to neighboring urban centers.

Current System Description

Ambulance services are regulated in The Commonwealth of Massachusetts by the Department of Public Health, Office of Emergency Medical Services. The office is responsible for coordinating local and regional EMS resources to help residents and visitors to the Commonwealth who suffer acute illness or injury and need EMS assistance and transport to hospitals. The Office certifies EMS personnel, licenses ambulance services, and regulates EMS in Massachusetts.

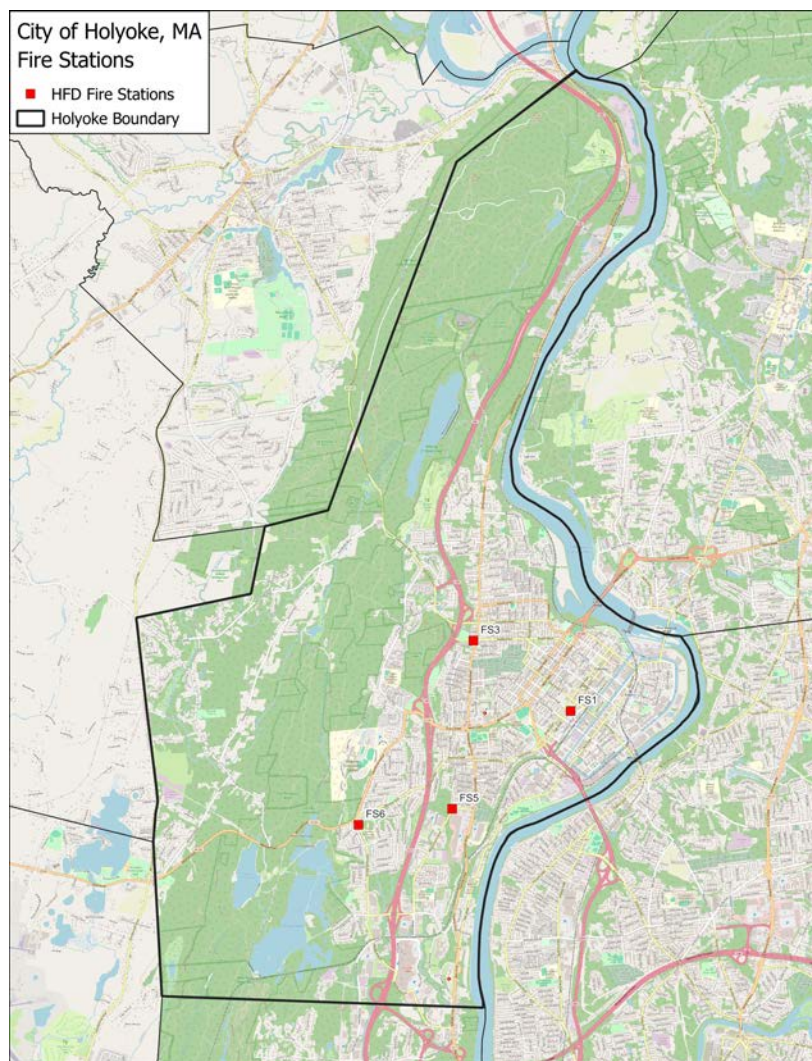
Emergency Medical Services (EMS) in the city are delivered through a partnership between the Holyoke Fire Department (HFD) and a contracted private EMS provider. Currently, the city contracts with Cataldo Ambulance Service, a provider with a fleet of over 200 vehicles and more than 1,200 employees serving 27 communities. Cataldo began its contract with the city in

³ <https://www.census.gov/quickfacts/fact/table/holyokecitymassachusetts/PST045223#PST045223>

September 2022 under a no-subsidy agreement. The initial contract is for one year, with the option for up to three additional one-year extensions based on satisfactory performance.

Cataldo Ambulance Service provides Advanced Life Support (ALS) and Basic Life Support (BLS) ambulance services, including emergency medical transport, while the HFD offers BLS first responder services in specific situations. This collaborative approach ensures efficient use of resources, prioritizing timely and effective emergency care. Figure 1 below illustrates the location of the HFD stations.

Figure 1: Holyoke Fire Station Locations



GUIDELINES FOR DISPATCHING HFD RESOURCES TO MEDICAL EMERGENCIES

The city has established clear guidelines for dispatching Holyoke Fire Department apparatus to medical emergencies. These protocols aim to deliver high-quality care while preserving critical department resources for fire and other non-medical emergencies. The guidelines include:

1. BLS-Level Calls:

- o HFD will not respond to BLS-level calls unless Cataldo Ambulance is at “level zero” (no available units) or a delayed response from Cataldo is anticipated.

2. Doctor’s Office Calls:

- o HFD will not respond to patients under the care of a doctor at medical offices unless:
 - Specifically requested by the provider.
 - Cardiopulmonary Resuscitation (CPR) is in progress.
 - Cataldo Ambulance is at “level zero.”

3. ALS-Level Calls:

- o HFD will respond to ALS-level calls with its closest available unit to the scene. In such cases, the goal is to assess and stabilize the patient until a Cataldo Ambulance unit, either ALS or BLS, can arrive. The types of ALS emergencies that may warrant HFD response include:
 - Cardiac or respiratory arrest.
 - Altered mental status emergencies.
 - Overdose emergencies (all indications).
 - Diabetic emergencies.
 - Severe traumatic injuries (excluding minor injuries).
 - Labor and delivery.
 - CVA/stroke.
 - Seizures.
 - Burns.
 - Drowning.
 - Unknown medical emergencies.

CATALDO'S CONTRACTUAL COMMITMENTS

Under the contract, Cataldo is required to achieve a response time of eight minutes or less for 90% of emergency calls, ensuring a high standard of service delivery. To meet these expectations, Cataldo deploys six ambulance units during peak hours, with no fewer than three units available overnight. These units include a mix of ALS and BLS capabilities to address a range of medical emergencies effectively.

In addition to emergency response, Cataldo is authorized to use its units for interfacility hospital transports and non-emergency medical transportation as requested. A dedicated backup unit is maintained to provide uninterrupted service during periods of high demand or unforeseen circumstances.

This no-subsidy arrangement reflects the city's commitment to delivering high-quality EMS services without imposing additional financial burdens on taxpayers, ensuring both fiscal responsibility and the health and safety of the community.

EMERGENCY MEDICAL DISPATCH PROCESS

The Holyoke Fire Department (HFD) works in collaboration with Cataldo Ambulance Service and the Holyoke Police Department (HPD), which serves as the Primary Public Safety Answering Point (PSAP), to ensure efficient emergency medical response.

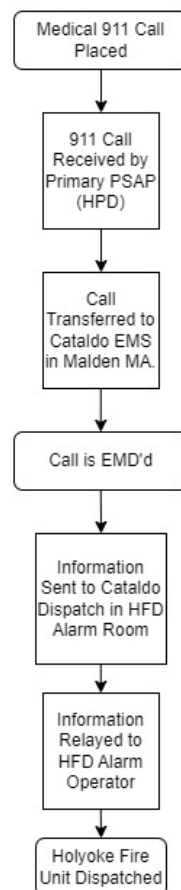
When a medical 911 call is placed, it is first received by the HPD dispatch center, acting as the primary PSAP. From there, the call is transferred to Cataldo EMS in Malden, Massachusetts, where it undergoes Emergency Medical Dispatch (EMD) processing. The EMD process involves gathering critical information, assessing the emergency, and applying structured protocols to prioritize the response.

Cataldo Ambulance Service has streamlined this process further by co-locating a dispatcher within the HFD dispatch center. This integration ensures seamless communication between Cataldo EMS and the HFD alarm room. After EMD processing, the information is relayed to the Cataldo dispatcher in the HFD alarm room, who communicates directly with the HFD Fire Alarm Operator. This ensures that fire department resources are deployed swiftly when required.

Once the Fire Alarm Operator receives the necessary details, the appropriate HFD unit is dispatched. Units are alerted via the station's PA system, supplemented by radio paging and tones, ensuring a rapid and coordinated response to the emergency.

This flow of information and coordination between HPD, Cataldo EMS, and HFD is designed to minimize delays, prioritize life-saving interventions, and maintain clear communication throughout the emergency response process. Figure 2 summarizes the process.

Figure 2: EMS Dispatching Process



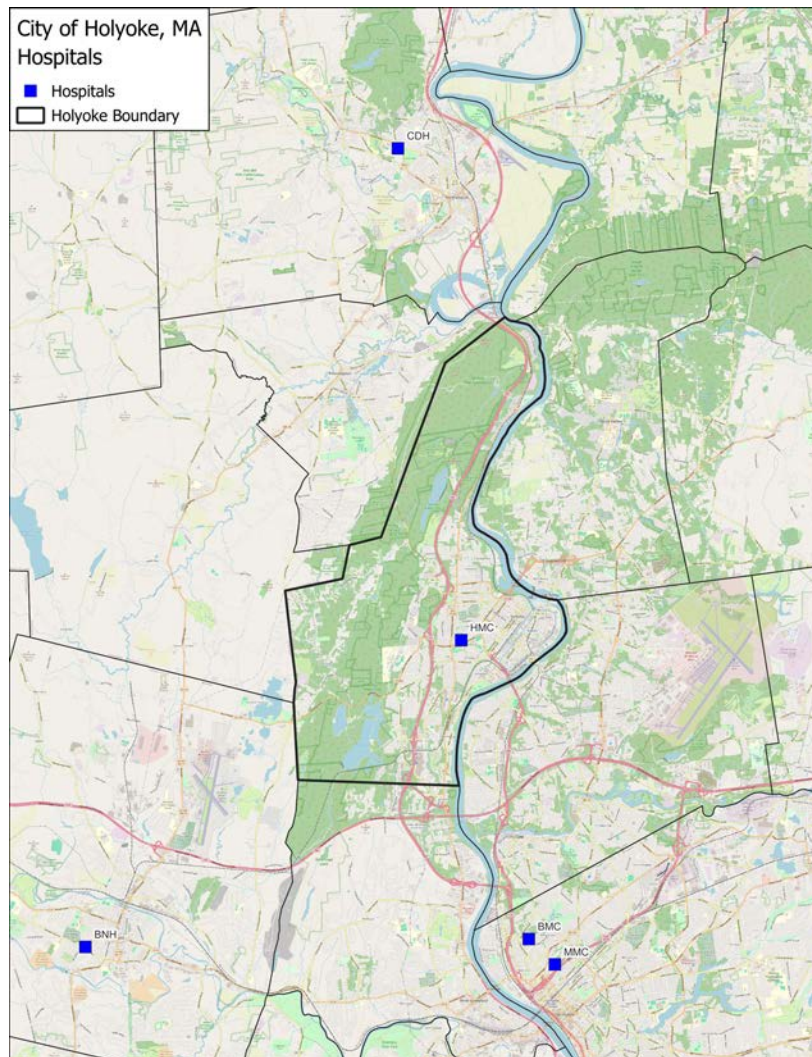
Currently, EMS patients in Holyoke are typically transported to one of five destination hospitals. The majority of transports are directed to Holyoke Medical Center, located within the city and serving as the closest facility. Baystate Medical Center in Springfield is another common destination, particularly for cases requiring advanced or specialized care.

Figures 3 and 4 provide valuable context regarding these facilities. Figure 3 outlines the specific locations, services, and capabilities of each hospital, highlighting their roles in supporting emergency medical care. Figure 4 supplements this information with a geographic map that displays the relative locations of these hospitals in relation to the City of Holyoke, offering a visual representation of patient transport routes and the accessibility of each facility.

Figure 3: Destination Facility Details

Hospital Name	Address	Trauma	Stroke	STEMI	PEDS	OB	Burns
Holyoke Medical Center	575 Beech St. Holyoke MA	No	Yes	No	No	No	Minor
Baystate Medical Center	759 Chestnut St. Springfield MA	Level 1	Yes	Yes	Yes	Yes	Minor
Mercy Medical Center	271 Carew St. Springfield MA	No	Yes	Yes	No	Yes	Minor
Baystate Nobel Hospital	115 West Silver St. Westfield MA	No	No	No	No	No	Minor
Cooley Dickenson Hospital	30 Locust St. Northampton MA	No	Yes	Yes	No	Yes	Minor

Figure 4: Destination Facility Locations



Community Demand for Service

To evaluate the demand for service, FITCH reviews both the trending population census and the current demand for service. This allows for a granular look into future demands for service, both for total volume and hour-of-day requests. By understanding these facets, FITCH estimates the future system requests for service.

The City of Holyoke covers approximately 21.1 square miles. The Census Bureau measured the city's population to be 38,238 in the 2020 Decennial Census. The population had declined

approximately 4.1% from 39,880 in 2010. During the 2023 reporting period, community demand for EMS within Holyoke, as reflected in CAD data provided by Cataldo, included calls related to Breathing Difficulty (n=1,070; 6.4%), Cardiac and Stroke (n=1,268; 7.5%), Fall and Injury (n=1,757; 10.4%), Illness and Other (n=4,886; 29.1%), MVA (n=530; 3.2%), Overdose and Psychiatric (n=1,268; 7.5%), Seizure and Unconsciousness (n=957; 5.7%), Standby (n=12; 0.1%), and Transfer (n=5,068; 30.1%). Requests for service from the community across all call types during 2023 totaled 16,816, averaging 46.1 calls per day. Metrics related to community demand by call type are presented in Figure 5.

Figure 5: Community Demand for Service by Call Type - 2023

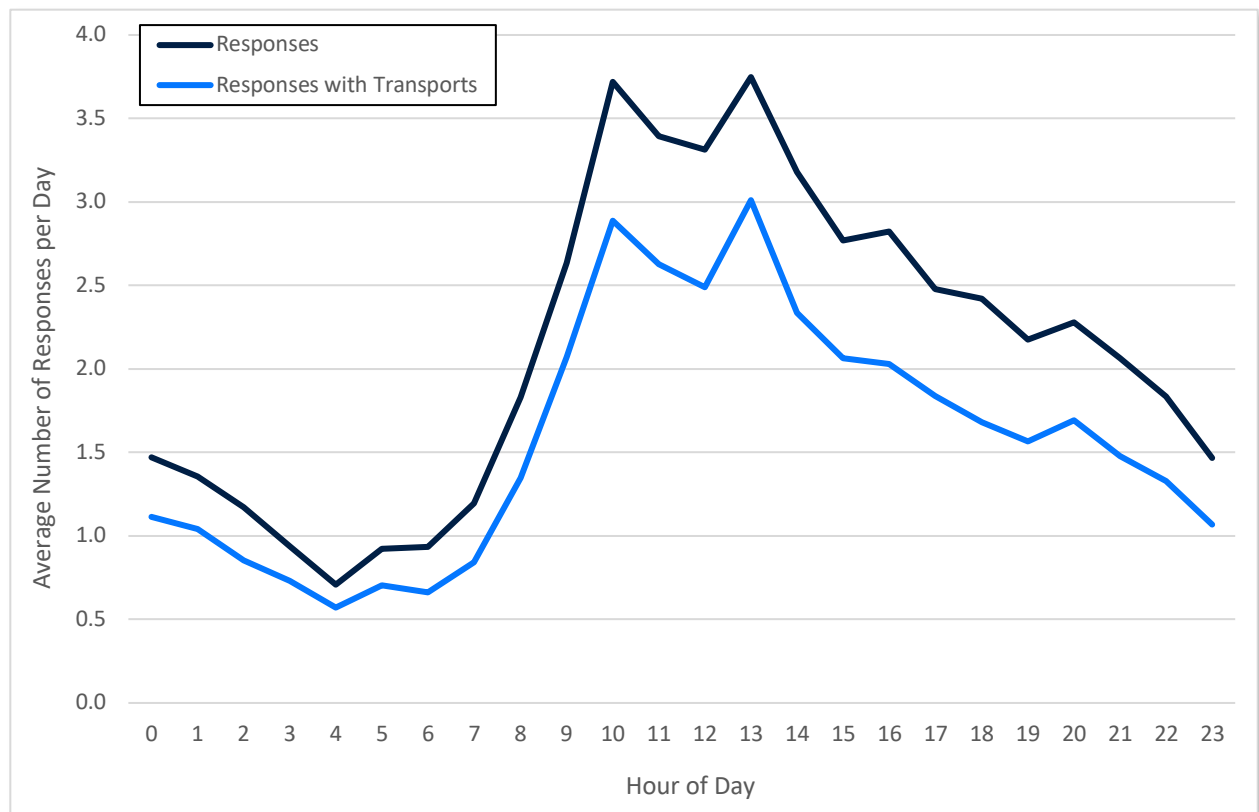
Call Type	Number of Calls	Average Calls per Day	Call Percentage
Breathing Difficulty	1,070	2.9	6.4
Cardiac and Stroke	1,268	3.5	7.5
Fall and Injury	1,757	4.8	10.4
Illness and Other	4,886	13.4	29.1
MVA	530	1.5	3.2
Overdose and Psychiatric	1,268	3.5	7.5
Seizure and Unconsciousness	957	2.6	5.7
Standby	12	< 0.1	0.1
Transfer	5,068	13.9	30.1
Total	16,816	46.1	100

Temporal analyses were conducted to evaluate patterns in community demand for EMS-related services. Variation of total responses and responses with transports by hour of day were analyzed. See Figure 6 below. The busiest period for transport responses occurred at 1300, with 1,099 transport responses occurring in 2023 during that hour of the day. The peak transport rate occurred at 0400, when 208 of 258 responses (80.6%) resulted in a patient transport. Figure 7 compares the overall response level to the responses with transports.

Figure 6: EMS Incidents by Hour of Day - 2023

Hour of Day	Number of Responses	Number of Responses with Transports	Average Responses per Day	Average Responses with Transports per Day	Transport Rate (x)
0	537	407	1.5	1.1	75.8
1	494	380	1.4	1	76.9
2	428	311	1.2	0.9	72.7
3	342	267	0.9	0.7	78.1
4	258	208	0.7	0.6	80.6
5	336	257	0.9	0.7	76.5
6	341	241	0.9	0.7	70.7
7	436	307	1.2	0.8	70.4
8	668	491	1.8	1.3	73.5
9	962	756	2.6	2.1	78.6
10	1,358	1,054	3.7	2.9	77.6
11	1,238	959	3.4	2.6	77.5
12	1,209	908	3.3	2.5	75.1
13	1,368	1,099	3.7	3	80.3
14	1,160	852	3.2	2.3	73.4
15	1,011	753	2.8	2.1	74.5
16	1,030	741	2.8	2	71.9
17	904	671	2.5	1.8	74.2
18	884	614	2.4	1.7	69.5
19	794	572	2.2	1.6	72
20	831	617	2.3	1.7	74.2
21	753	539	2.1	1.5	71.6
22	669	485	1.8	1.3	72.5
23	535	389	1.5	1.1	72.7
Total	18,546	13,878	50.8	38	74.8

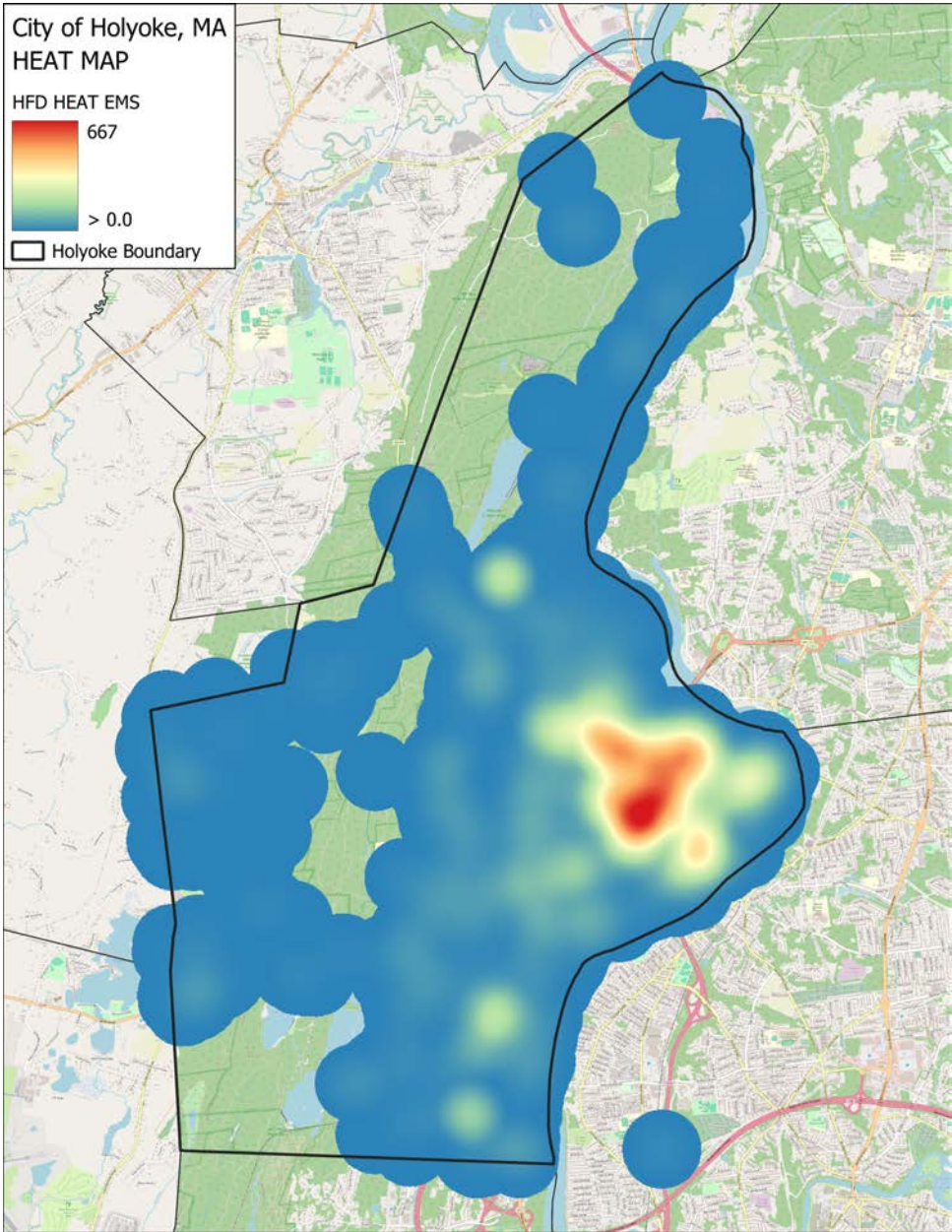
Figure 7: Overall Response vs. Responses with Transports Rates – 2023



To determine the current density levels for responses, FITCH utilized heat mapping to evaluate all emergency 911 calls for service. To ensure proper unit deployment, an understanding of where the highest level of risks or volume is required. This model allows for informed decisions on performance levels of response.

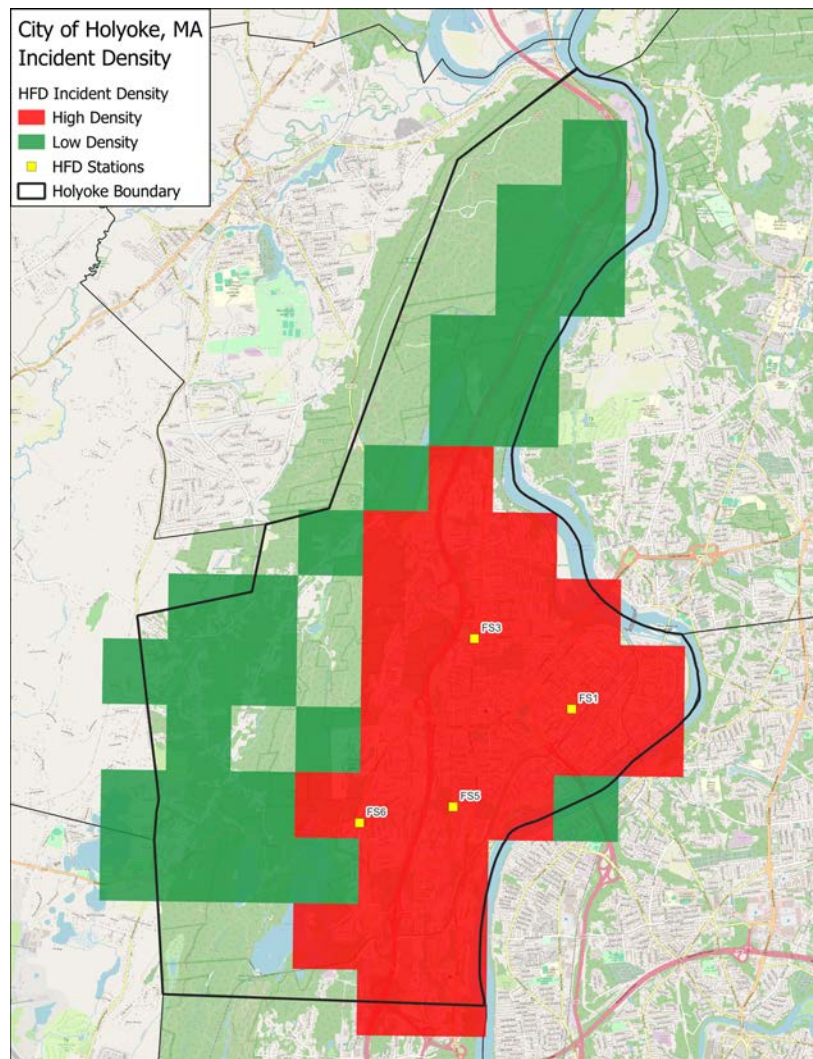
Color coding indicates various levels of responses within the County. In Figure 8 below, the areas in red indicate a “hot spot” of more than 667 responses that year. Blue regions indicate more than one call and less than 667 calls that year. Areas absent of color received no calls or requests for service in that year.

Figure 8: Call Volume Heat Map



To determine high/low-density levels for response zones, FITCH utilized a commensurate risk mapping to evaluate call activity. This model allows for informed decisions on performance levels of response. Areas designated with a commensurate risk mapping as high-density response density (in red) represent two calls per month within the one-kilometer cell and greater than or equal to four calls per month in the eight adjoining cells. Low-density designated areas are coded in green and represent .25 calls within the one-kilometer cell and one call greater or equal per month total in the eight adjoining cells. Where no color exists, these areas do not meet the above criteria and would be considered wilderness response density zones. Figure 8 below represents the commensurate mapping results.

Figure 9: Urban/Rural Analysis Based on Call Volume



Analyzing the acuity of calls, we find that Alpha-level incidents (per MPDS) were the most frequent, followed by Charlie-level and Delta-level calls for 2023. System transport rates for 2023 were 74.8%.

Figure 10: Non-Transport and Transport Responses by Call Severity

Call Severity	Non-Transport		Transport		Total		Transport Rate (%)
	Average Response Duration (Minutes)	Number of Responses	Average Response Duration (Minutes)	Number of Responses	Average Response Duration (Minutes)	Number of Responses	
A	6.5	856	59.3	2,192	48.6	3,048	71.9
B	6.0	351	59.7	733	45.5	1,084	67.6
C	5.2	482	57.4	1,995	50.5	2,477	80.5
D	5.6	479	56.9	1,838	49.1	2,317	79.3
E	5.5	65	56.1	94	37.8	159	59.1
O	5.0	16	53.1	31	38.2	47	66.0
Not Reported	5.9	2,419	69.9	6,995	56.1	9,414	74.3
Total	5.9	4,668	64.0	13,878	52.5	18,546	74.8

System Performance, Resource Allocation, and Utilization

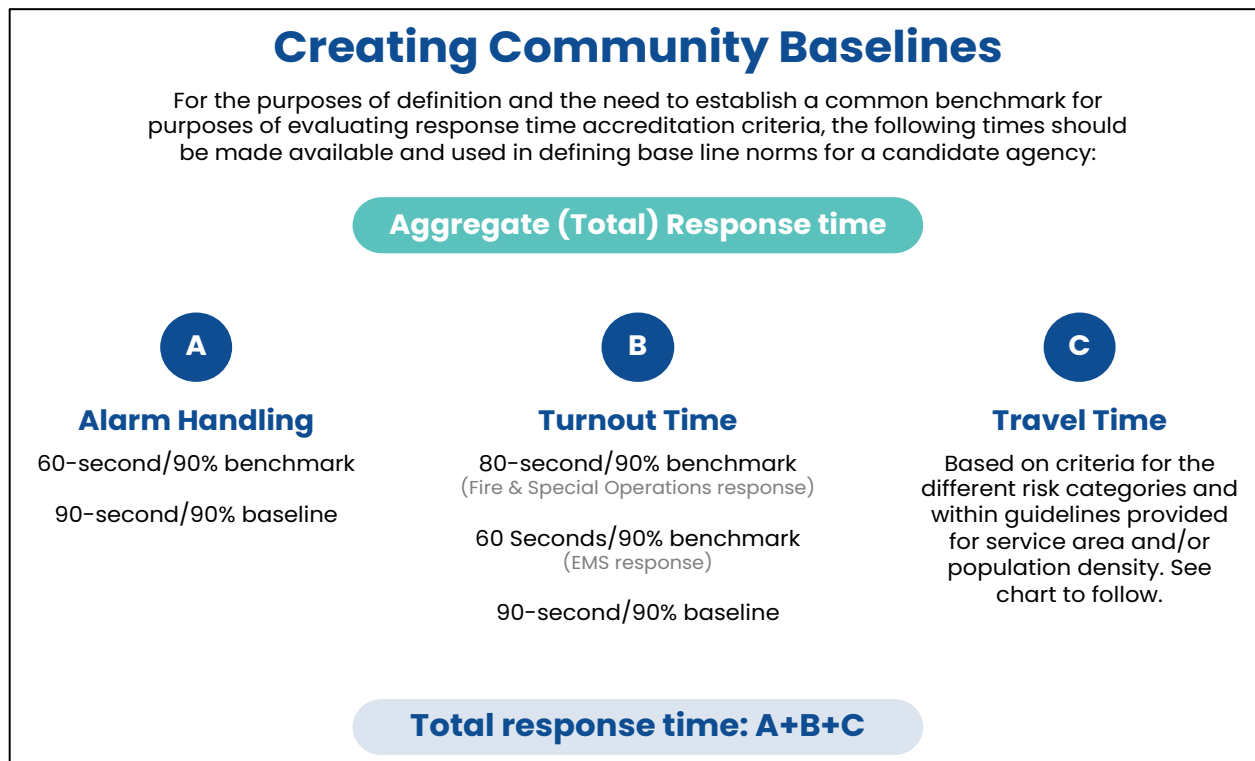
The Commission on Fire Accreditation International (CFAI) 9th edition standards guide emergency service agencies regarding performance measurements and establishing a benchmark for evaluating response times. The standards are determined in two parts: 1) determining the population density zones in the City/Township and 2) determining the right level of response times for the community.

The components of response that are typically measured are as follows:

- **Dispatch Time** — the time interval from the initial call from the requestor until the first dispatch notification for a unit to respond.
- **Turnout Time** — the time interval from when response personnel receive the dispatch notification until a staffed ambulance responds.
- **Travel Time** — the time interval from the staffed ambulance initiates response until it arrives at the scene of the incident.
- **Dispatch to First Unit Arrival** – is a cumulative time for the time components of Turnout and Travel times. This time is controlled only by the responding resources, not the Communications Center.
- **Hello-to-Hello Time** — the cumulative time for the components above that represents a call received in the Communications Center until response personnel arrive on the scene with the patient. This is the most important time interval from the caller/patient's perspective.
- **Time-on-Task** – the interval from the initial dispatch of a response to the time the unit becomes available for another response. A unit may become available following transport to the hospital, treatment and release on-scene, cancellation, etc.

The EMS agency's response time begins when they receive a request for a response from the Dispatcher, where both a full address and call type have been determined. Then, the "clock begins" for the EMS agency. The clock stops when the unit arrives on the scene of an incident or is in staging awaiting another public safety official due to an unsafe scene. Figure 11 below indicates the CFAI response time baseline times for alarm handling, turnout time, and travel time.

Figure 11 - CFAI Aggregate Response Time



The EMS agency will be responsible for the Turnout and Travel times. Turnout times have a baseline performance of 90 seconds 90% of the time. Analysis of 2023 response time performance measured at the 90th percentile is illustrated in Figure 12 below.

Figure 12: 2023 Response Time - 90th Percentile Performance

Response Disposition	Emergency Status and Priority Level	Dispatch Time (Minutes)	Turnout Time (Minutes)	Travel Time (Minutes)	Response Time (Minutes)	Sample Size ¹
Treated and Transported	Emergency	3.0	1.7	9.7	12.9	9,514
	Non-Emergency	23.2	4.5	22.0	35.6	4,167
	3	20.6	3.5	17.2	32.2	851
	Next Available	20.6	3.5	17.2	32.2	823
	Next Negotiated 45	--	--	--	--	2
	Next Negotiated 60	21.5	5.3	16.4	35.7	26
	4	24.9	4.9	23.3	37.5	3,315
	Pre-Scheduled (PS)	25.1	4.9	23.5	37.9	3,178
	PS Negotiated	16.7	2.8	15.9	29.4	51
	PS Repetitive	--	6.6	20.7	--	86
	Red	--	--	--	--	1
	Total	4.6	2.1	14.1	15.6	13,681
All	Emergency	3.9	1.6	9.4	35.6	13,251
	Non-Emergency	23.3	4.4	22.1	13.2	4,409
	3	20.6	3.4	17.3	32.1	910
	Next Available	20.6	3.4	17.3	32.1	879
	Next Negotiated 45	--	--	--	--	2
	Next Negotiated 60	24.6	5.1	15.0	40.3	29
	4	25.0	4.7	23.2	37.5	3,498
	Pre-Scheduled (PS)	25.1	4.7	23.5	38.1	3,350
	PS Negotiated	16.7	2.7	16.9	29.4	54
	PS Repetitive	--	6.8	20.6	--	94
	Red	--	--	--	--	1
	Total	5.5	2.0	12.9	15.5	17,660

Our analysis shows that currently the system is not meeting the contracted response time performance expectation of 8 minutes at the 90th percentile.

Reviewing the commensurate risk mapping and the CFAI standards below in Figure 13 allowed FITCH to determine that the City of Holyoke is classified as suburban. This is based on the city having 21.1 square miles and a population of 38,238, equating to 1812.2 people per square mile. This helps verify appropriate response time expectations.

Figure 13 - CFAI Response Times Baseline

Metropolitan – an incorporated or unincorporated area with a population of over 200,000 people and/or a population density of over 3,000 people per square mile.			
Metropolitan	1st Unit	2nd Unit	Effective Response Force
Benchmark	4 minutes	8 minutes	8 minutes
Baseline	5:12 minutes	10:24 minutes	10:24 minutes
Urban – an incorporated or unincorporated area with a population of over 30,000 people and/or a population density of over 2,000 people per square mile.			
Urban	1st Unit	2nd Unit	Effective Response Force
Benchmark	4 minutes	8 minutes	8 minutes
Baseline	5:12 minutes	10:24 minutes	10:24 minutes
Suburban – an incorporated or unincorporated area with a population of 10,000 to 29,999 and/or any area with a population density of 1,000 to 2,000 people per square mile.			
Suburban	1st Unit	2nd Unit	Effective Response Force
Benchmark	4 minutes	8 minutes	10 minutes
Baseline	5:12 minutes	10:24 minutes	13 minutes
Rural – an incorporated or unincorporated area with a total population of fewer than 10,000 people or with a population density of fewer than 1,000 people per square mile.			
Rural	1st Unit	2nd Unit	Effective Response Force
Benchmark	10 minutes	14 minutes	14 minutes
Baseline	13 minutes	18:12 minutes	18:12 minutes
Wilderness – any rural area not readily accessible by public or private maintained road. Due to the large disparity between communities that protect wilderness areas, recommended travel times are not provided for this level of service.			

The current contracted EMS provider does not meet the baseline CFAI performance standard of 10:24 minutes at the 90th percentile for suburban population areas. FITCH recommends that all EMS agencies evaluate their turnout time and determine methods to improve on these times.

STAFFING TO DEMAND

To service 911 emergency volume, geographic coverage plus normalized hourly demand provides the total number of staffed ambulances required per hour. The following figures indicate the predicted staffing demand for all EMS units in the City of Holyoke. The figures read left to right, Sunday to Saturday, reviewing each hour's average demand and then normalized for the estimated time on task.

Volume was determined using the data supplied for 2023. The light blue area indicates how many units are required per the marginal resources necessary to capture the prescribed geographic response time. The bar lines indicate the average hourly demand and change colors depending on whether the current staffing line (red) is above or below the dark blue geographic plus the average demand line. If the staffing line is above the dark blue line and there is “space” between the lines, it indicates capacity within the system. If the staffing line falls below the geographic plus demand line (dark blue), this suggests that there are not enough resources during that hour, and the bar lines will change colors.

FITCH analyzed the current contracted staffing to demand. Figure 14 below is for 911 responses only and results in a workload of 37.18%.

Figure 14: Current Contractor Demand vs. Staffing – 911 Responses only, 10-Minute Drive Time

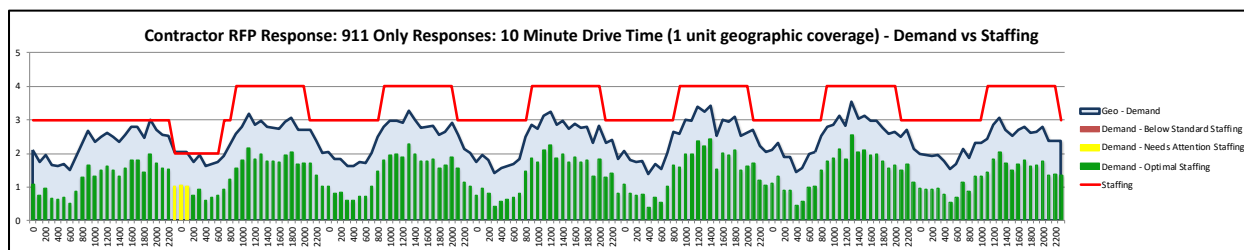
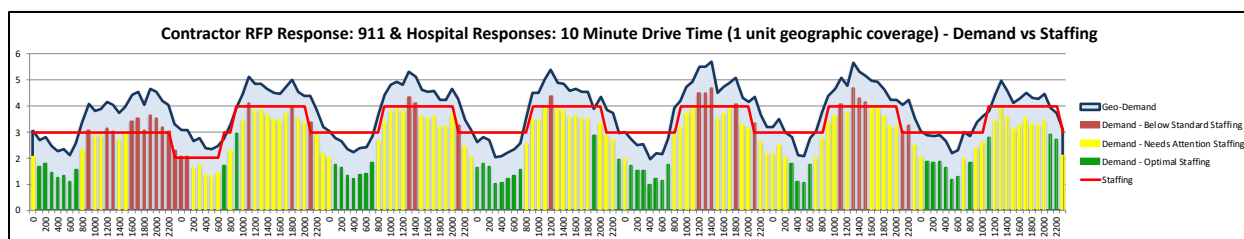


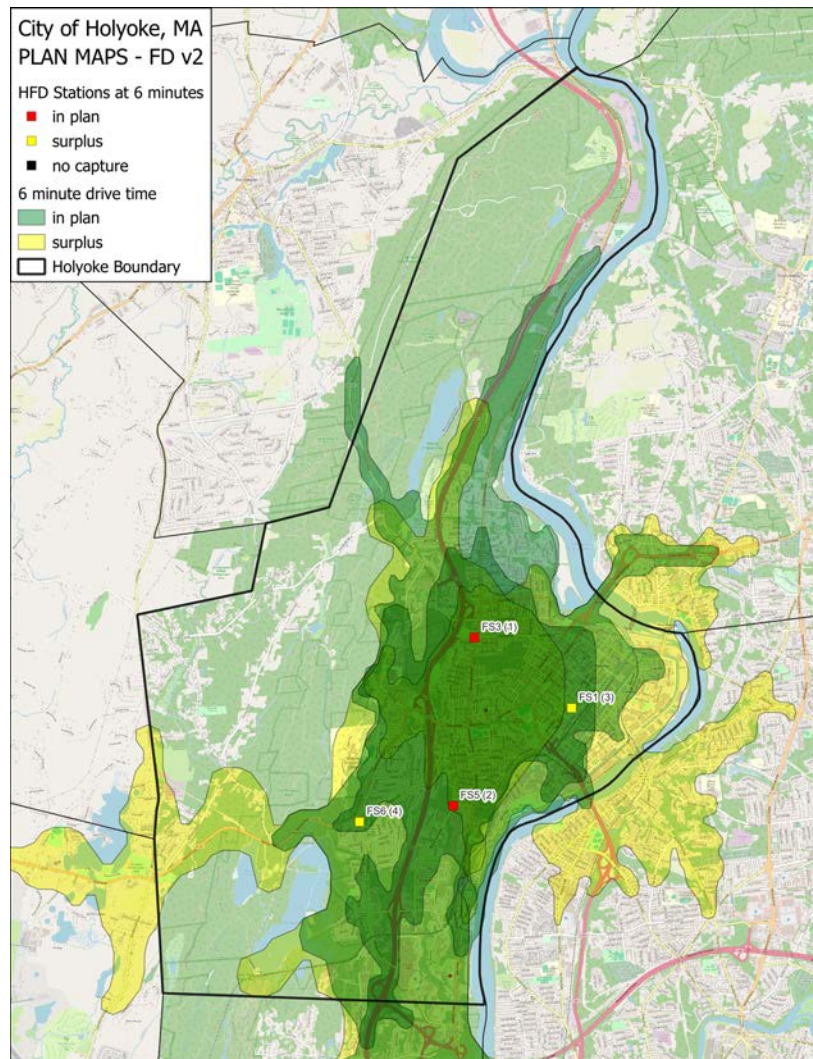
Figure 15 below is for 911 and hospital responses combined. It results in a workload of 81.78%. This graph depicts the response time capacity limitations with the current deployment without any additional staffing from the contractor that has shared use with the hospital and mutual aid assets. The EMS Contractor states they do have other EMS resources in the area that are not dedicated to the EMS contract but do help with mutual aid and hospital transports.

Figure 15: Current Contractor Demand vs. Staffing – 911/Hospital Responses, 10-Minute Drive Time



FITCH also analyzed the feasibility of HFD assuming the EMS service for the city. Deployment models were developed 6-minute, 8-minute, and 10-minute drive times as the following figures show.

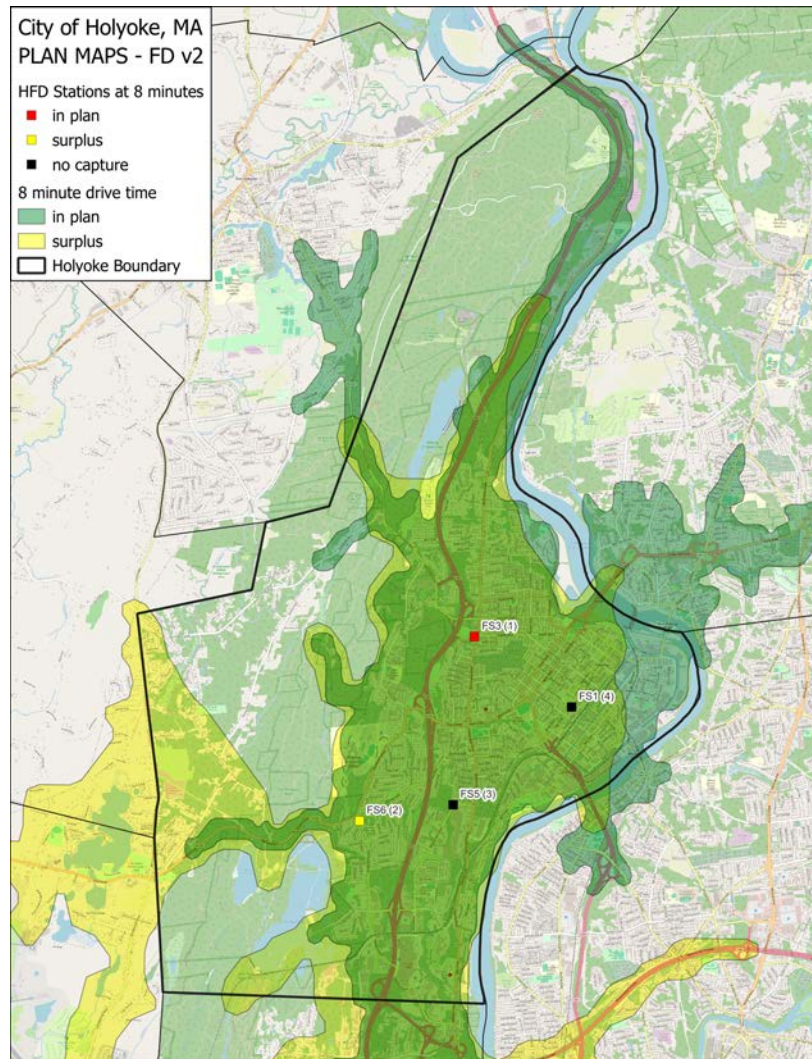
Figure 16: 6-Minute Drive Time / Marginal Utility Analysis



Rank	Post Number	Drive Time	Post Capture	Total Capture	Percent Capture
1	FS3	6	9,977	9,977	81.26%
2	FS5	6	1,268	11,245	91.59%
3	FS1	6	590	11,835	96.39%
4	FS6	6	67	11,902	96.94%

HFD could achieve 91.59% geographic capture of historic call volume with a 6-minute drive time from Fire Station 3 and Fire Station.

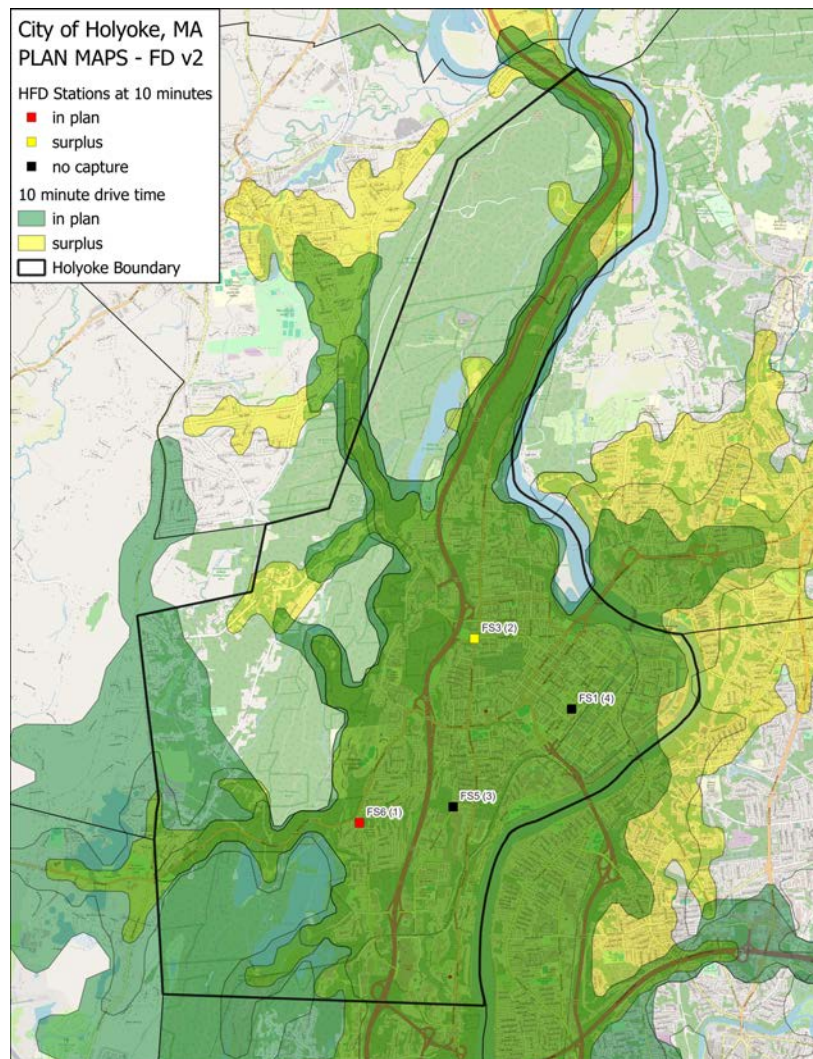
Figure 17: 8-Minute Drive Time / Marginal Utility Analysis



Rank	Post Number	Drive Time	Post Capture	Total Capture	Percent Capture
1	FS3	8	11,857	11,857	96.57%
2	FS6	8	147	12,004	97.77%
3	FS5	8	-	12,004	97.77%
4	FS1	8	-	12,004	97.77%

HFD could achieve 96.57% geographic capture of historic call volume with an 8-minute drive time from Fire Station 3 alone.

Figure 18: 10-Minute Drive Time / Marginal Utility Analysis

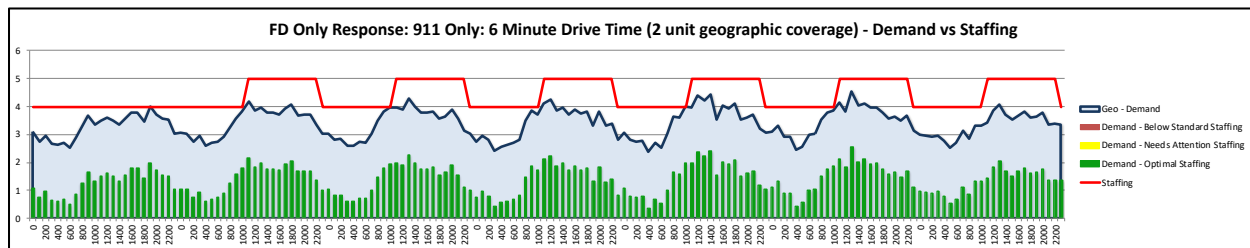


Rank	Post Number	Drive Time	Post Capture	Total Capture	Percent Capture
1	FS6	10	12,018	12,018	97.88%
2	FS3	10	27	12,045	98.10%
3	FS5	10	-	12,045	98.10%
4	FS1	10	-	12,045	98.10%

HFD could achieve 97.88% geographic capture of historic call volume with an 8-minute drive time from Fire Station 6 alone.

FITCH developed and analyzed the staffing models tailored to each potential deployment scenario. These models accounted for the demands of both standalone 911 emergency responses and combined operations involving 911 and hospital / non-emergent responses. Each model details specific staffing requirements necessary and associate workload to meet service needs.

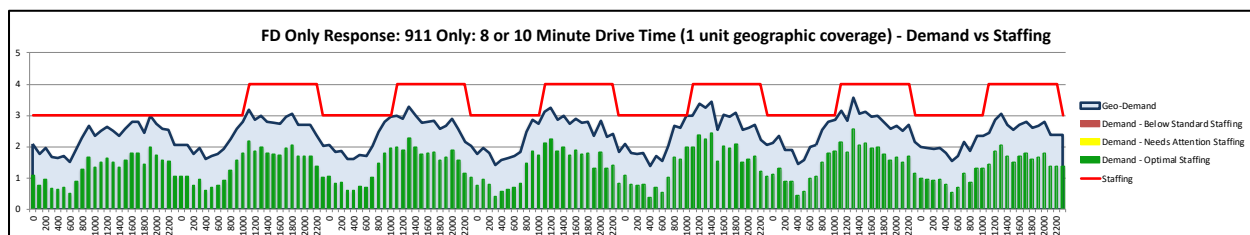
Figure 19: 6-Minute Drive Time, 911 Only, 28.36% Workload



	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
6 min - 911 Only	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT
Unit 1 - FS3	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 2 - FS3	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 3 - FS6	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 4 - FS1	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 5 - FS1			1100	2300	1100	2300	1100	2300	1100	2300	1100	2300	1100	2300

This model, shown in the Figure 19 above achieves greater than 90% of total historical volume capture within a 6-minute drive from 2 geographic locations. Four ambulances would be needed for 24/7 coverage to meet the temporal volume demand though, with an additional 12-hour ambulance for five during peak times.

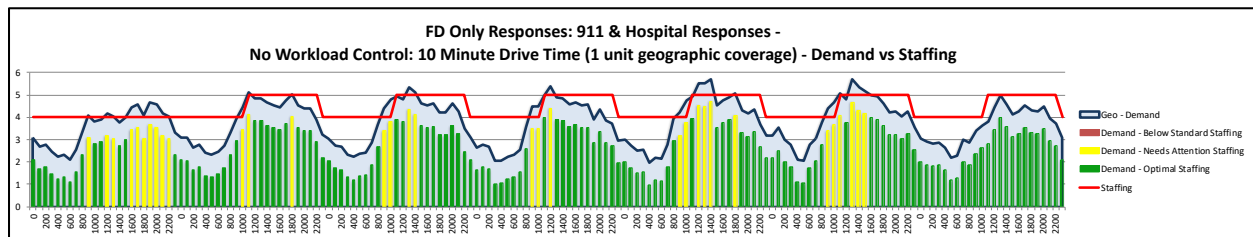
Figure 20: 8 and 10-Minute Drive Time, 911 Only, 36.63% Workload



8 & 10 Minute - 911 Only	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT
Unit 1 - FS3	700	700	700	700	700	700	700	700	700	700	700	1900	700	1900
Unit 2 - FS6	700	700	700	700	700	700	700	700	700	700	700	1900	700	1900
Unit 3 - FS1	700	700	700	700	700	700	700	700	700	700	700	1900	700	1900
Unit 4 - FS3			1100	2300	1100	2300	1100	2300	1100	2300	1100	2300	1100	2300

This model, shown in the Figure 20 above greater than 90% of total historical volume capture within an 8 or 10-minute drive from 1 geographic location. Three ambulances would be needed for 24/7 coverage to meet the temporal volume demand though, with an additional 12-hour ambulance for four during peak times.

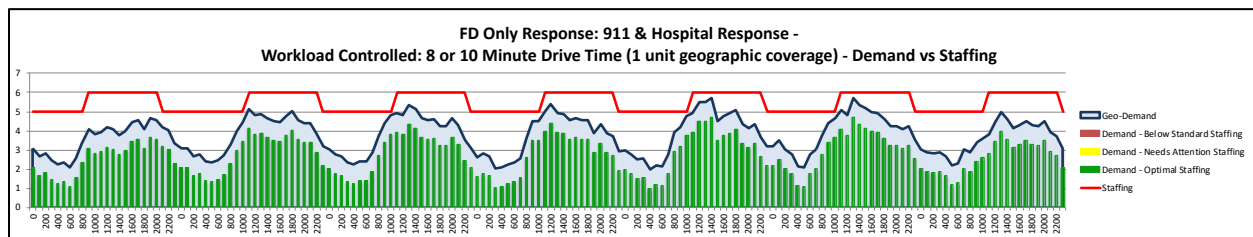
Figure 21: 10-Minute Drive Time, 911 and Non-Emergent, 62.38% Workload



	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT
Unit 1 - FS3	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 2 - FS3	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 3 - FS6	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 4 - FS1	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 5 - FS1			1100	2300	1100	2300	1100	2300	1100	2300	1100	2300	1100	2300

This model, shown in the Figure 21 above achieves greater than 90% of total historical volume capture within a 10-minute drive from 1 geographic location. Four ambulances would be needed for 24/7 coverage to meet the temporal volume demand though, with an additional 12-hour ambulance for five during peak times.

Figure 22: 8 or 10-Minute Drive Time, 911 and Non-Emergent, 50.23% Workload



	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT	BOT	EOT
Unit 1 - FS3	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 2 - FS3	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 3 - FS6	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 4 - FS1	700	700	700	700	700	700	700	700	700	700	700	700	700	700
Unit 5 - FS1	900	2100	1100	2300	1100	2300	1100	2300	1100	2300	1100	2300	1100	2300
Unit 6 - FS5	700	700	700	700	700	700	700	700	700	700	700	700	700	700

The model, shown in the Figure 22 above achieves greater than 90% of total historical volume capture within an 8 or 10-minute drive from 1 geographic location. Five ambulances would be needed for 24/7 coverage to meet the temporal volume demand though, with an additional 12-hour ambulance for six during peak times.

Pathway Forward

FITCH aims to present the City of Holyoke recommendations regarding the feasibility of entering into the EMS transport service line. FITCH has developed recommendations based on the data provided, stakeholder interviews, and the current system realities.

Option Zero – Maintaining the Status Quo for EMS System Operations

In this option, the Emergency Medical Services (EMS) system will continue to operate as it currently does. While response efforts will remain coordinated, overall system performance will remain below optimal levels. Consequently, there is a risk that sick or injured individuals may not consistently receive the quality or timeliness of emergency medical care that the City aspires to provide. This issue is further exacerbated by concerns that the contracted EMS provider's performance could deteriorate due to ongoing economic pressures, including workforce shortages, funding constraints, and increased operational costs.

To address these challenges and support the current system while maintaining its integrity, the City can take the following actions:

1. Sustain First Responder Services at the BLS Level

The City will continue to provide Basic Life Support (BLS) services through HFD and its first responder teams. This ensures that essential care and stabilization are delivered promptly while advanced care is enroute.

2. Encourage HFD Personnel to Pursue Paramedic Certification

Expanding the skill set of HFD personnel by encouraging them to obtain paramedic certifications will increase the availability of Advanced Life Support (ALS) providers. This approach strengthens system capacity and resilience while improving patient outcomes.

3. Collaborate with the Contracted EMS Provider to Implement Incremental Improvements

The City will work closely with the contracted EMS provider to identify and implement feasible, incremental system improvements. These could include enhancements in dispatch coordination, response time tracking, and the integration of advanced technology for communication and resource allocation.

4. Monitor and Address Provider Performance Issues Proactively

Establishing a performance monitoring framework will help ensure that any potential decline in service quality by the contracted provider is identified early. Regular audits, feedback mechanisms, and collaborative reviews can foster transparency and accountability. Adjustment to the performance standards may be needed in the future to minimize financial impacts.

5. Strengthen Public Awareness and Education Efforts

Educating the public about appropriate EMS use and basic first aid can reduce non-emergency calls and improve outcomes for critical cases. Community engagement campaigns could further alleviate pressure on the EMS system.

While this approach may not resolve all systemic challenges, it represents a commitment to sustaining core services while working within current constraints. Additional funding, strategic partnerships, or system-wide reforms may be required in the future to achieve the City's desired level of service excellence.

Option 1 – Incremental BLS Transportation Support

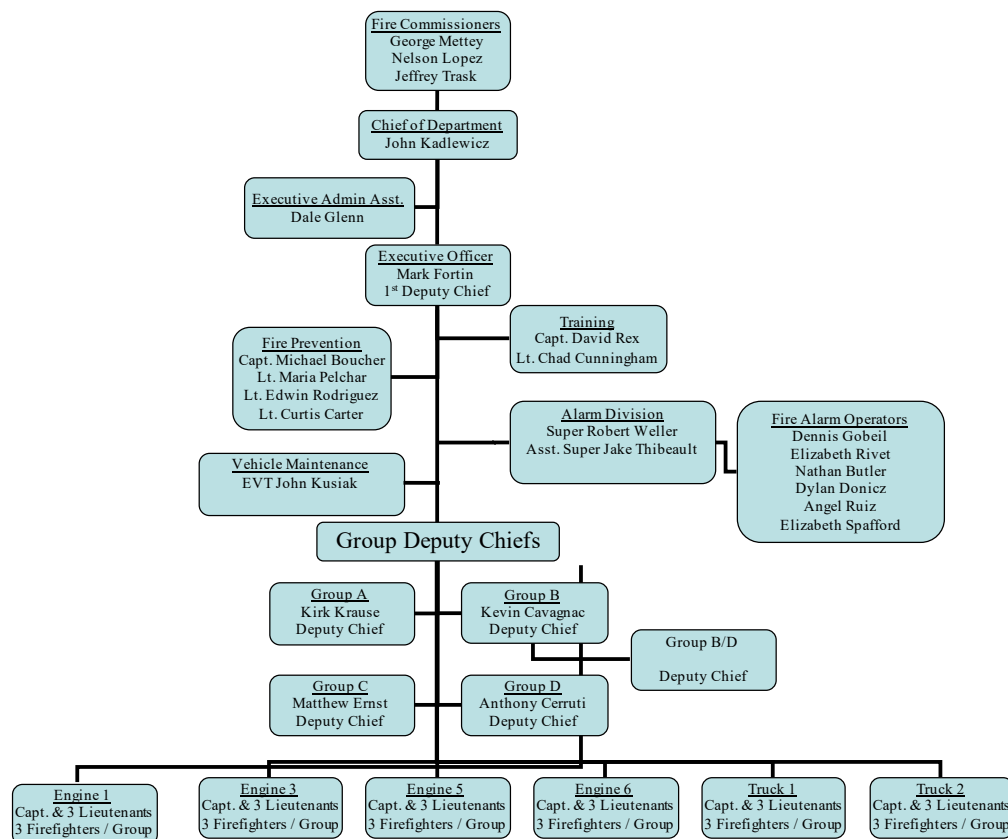
Under this option, the City would enhance its EMS system by providing incremental and limited BLS ambulance transportation services. While the current EMS contractor would continue to handle the majority of 911 emergency response services, hospital transports, and non-emergency medical transportation, HFD would step in to offer primary transport for 911 BLS responses. The contractor would serve as a secondary provider when HFD resources are not

available. This collaboration aims to improve overall system performance by addressing gaps in response times and availability.

OPERATIONAL MODEL AND IMPACT ON RESOURCES

HFD's provision of additional BLS transport services would be designed to complement its existing operations without compromising the effectiveness of its fire force. Based on current staffing levels and organizational capacity, HFD has the human resources required to implement this model without incurring additional personnel costs for one or two transport ambulances by reallocating staff from fire apparatus. The current structure, as depicted in Figure 23, demonstrates sufficient overhead and staffing capacity to support this expansion without necessitating new hires.

Figure 23: Holyoke Fire Department



PROJECTED TRANSPORT VOLUMES AND ROI

FITCH has analyzed and projected the transport volumes required to achieve a sustainable return on investment (ROI) over five years. These projections, outlined in Figure 24, suggest that the additional BLS services would effectively optimize resource utilization while delivering measurable benefits to the community.

Figure 24: Projected Return on Investment - Capital

	911 Only FD BLS Model 1-24/7 Unit 8 to 10 Min Response Time	911 Only FD BLS Model 2-24/7 Unit 8 to 10 Min Response Time	911 Only FD BLS Model 3-24/7 Unit 8 to 10 Min Response Time
Years to Payback Capital	5	5	5
Per Year Cost Payback	\$156,620.94	\$234,931.42	\$391,552.36
Revenue per Transport	\$429.61	\$429.61	\$429.61
Transports Per Year for Capital Payback	365	547	911
Transports Per Day for Capital Payback	1	2	3
	911 Only FD BLS Model 1-24/7 Unit 8 to 10 Min Response Time	911 Only FD BLS Model 2-24/7 Unit 8 to 10 Min Response Time	911 Only FD BLS Model 3-24/7 Unit 8 to 10 Min Response Time
Transports Per Day for Capital	1	2	3
Transports Per Day for Operating Expense	3.11	5.67	17.02
Total Transports Per Day to ROI	4.11	7.67	20.02
Transports Per Year to ROI	1,499	2,799	7,306

CAPITAL EXPENDITURES AND INFRASTRUCTURE NEEDS

To initiate this model, the City would need to make some initial capital expenditures. These investments include acquiring additional ambulances, outfitting vehicles with necessary medical equipment, and implementing any related operational infrastructure. However, these upfront costs are anticipated to yield significant long-term benefits in terms of improved service delivery and enhanced community health outcomes.

PRESERVATION OF CURRENT EMS SERVICES

It is important to note that the current EMS contractor would continue to operate as they do today in all other areas except 911 BLS response, ensuring continuity of care and maintaining their critical role in the system. The proposed HFD BLS services provide primary response to 911

BLS requests only when available. This adjustment adds a layer of support to the system to improve overall system performance.

KEY ADVANTAGES:

1. Enhanced Response Capacity:

By adding BLS transportation capabilities, HFD can address peak demand periods and reduce response time for lower-acuity cases.

2. Cost-Effective Implementation

Leveraging existing staffing and organizational capacity allows for incremental service expansion with minimal financial burden on the City.

3. Community Impact

Improved EMS response times and increased availability of transport services would enhance patient outcomes and overall public satisfaction.

4. Operational Flexibility

The model provides scalability, allowing adjustments based on demand trends and resource availability.

While this approach involves some initial investments, it offers a pragmatic pathway to strengthen the City's EMS capabilities, aligning with long-term goals of system resilience and efficiency.

System Finances

BACKGROUND AND METHODOLOGY

FITCH completed a financial review of the 911 emergency transport system. The firm's strategy was to understand the system's value. Estimating the potential value will allow the City to evaluate the following:

- Estimated current financial situation regarding both 911 and hospital transports.
- Potential taxpayer impact with model changes.
- Capital outlay for rolling assets related to a model change.

FITCH aims to ensure the City can make strategic decisions that support a sustainable EMS system in the future.

As part of the Information Data Report (IDR), FITCH requested financial data from the City which provided its relevant budgets. FITCH was not provided any financial data from the current contracted EMS provider. The City also provided Computer-Aided Dispatch (CAD) data and the departments record management system. Once the data was received, the FITCH team evaluated the information. With the data provided, FITCH used a blend of the provided data and FITCH's experience in system design to develop a system finance model to project the system's financial health. The assumptions used for revenue estimates and modeling are presented in Figure 25.

Figure 25: Financial Model Assumptions

Item	City	Contractor
Service Level Mix	Estimated based on transported volume for 911 and Hospital transports. Was not provided by the contractor.	Estimated based on transported volume for 911 and Hospital transports. Was not provided by the contractor.
Payor Mix	Estimated on FITCH experience with urban departments. Was not provided by the contractor.	Estimated on FITCH experience with urban departments. Was not provided by the contractor.
Mileage	911 an average of 2 miles per transport, and for both 911 and hospital transport an average of 8 miles per transport. Was not provided by the contractor.	911 an average of 2 miles per transport, and for both 911 and hospital transport an average of 8 miles per transport. Was not provided by the contractor.
Charge Master	300% 2024 Medicare Rate. Was not provided by the contractor.	300% 2024 Medicare Rate. Was not provided by the contractor.
ALS vs BLS Staffing	All models have one 24 hour and one 12-hour BLS unit, and the other unit hours are ALS.	All models have one 24 hour and one 12-hour BLS unit, and the other unit hours are ALS.
Salary	Averaged the FF/EMT for BLS & Averaged the FF/Paramedic for ALS	Used internet research for a market analysis to determine the average cost for BLS or ALS personnel
Supervisor costing	Lieutenant for the FF	15% above a paramedic rate
Fringe	50% used for City Personnel	35% used for Contract Personnel
Peak-of-day units and Reserve Ratio	Used a 1.4 ratios for peak-of-day units	Used a 1.4 ratios for peak-of-day units
Billing Company Percentage	6% as a single company	4% as a larger company for economies of scale
Overhead Cost	\$317,194 = Operations Captain, Clinical Supervisor, Pre-biller, QA Specialist	Used 50% this cost as contractor most likely sharing with other programs
Fully Loaded Unit Cost	\$375,497 = Type III unit fully loaded ALS unit with Powerload	\$375,497 = Type II unit fully loaded ALS unit with Powerload

REVENUE COLLECTIONS

Revenue performance predictions were based on several factors, including FITCH's experience operating similar-sized systems. The predictive information is an estimation based on a 12-month annualization of the data.

TRANSPORT VOLUME & PERCENTAGE

FITCH reviewed the total responses for the entire City to determine the future income for the provided deployment models presented. We evaluated 2019-2023 for the City as a whole from the CAD data provided. This was the most complete data set available.

Model 1 – City Assuming All EMS Services

Under this model, FITCH developed financial projections illustrating if the HFD assumed 911 response only or 911 and Hospital responses. Both 6-minute and 8 or 10-minute response times were modeled for comparison. Figure 26 compares these projections to the estimated financial performance of both the contractor's RFP response and HFD costs to meet these requirements. Figure 27 shows the required capital outlay in detail for Model 1.

Figure 26: Model 1 Financial Projections

	911 Only FD Model	911 Only FD Model	911 and Hosp. Responses FD Model (Not Controlled for Workload)	911 and Hosp. Responses FD Model (Controlled for Workload)	911 Only Contractor RFP Response	911 and Hosp. Responses Contractor RFP Response
	6 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	10 Minute Response Time	10 Minute Response Time
Revenue						
Transport Income	\$ 4,549,584	\$ 4,549,584	\$ 6,392,627	\$ 5,877,517	\$ 4,549,584	\$ 6,392,627
Total Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 4,549,584	\$ 4,549,584	\$ 6,392,627	\$ 5,877,517	\$ 4,549,584	\$ 6,392,627
Operating Expenses						
Direct Labor - Total	\$ 5,925,342	\$ 4,703,166	\$ 5,925,342	\$ 7,234,578	\$ 2,829,096	\$ 2,829,096
Direct Materials - Total	\$ 1,060,966	\$ 1,060,966	\$ 1,516,678	\$ 1,485,771	\$ 969,974	\$ 1,388,825
Overhead Materials - Total	\$ 228,686	\$ 228,686	\$ 328,847	\$ 328,847	\$ 228,686	\$ 328,847
Overhead Labor - Total	\$ 475,790	\$ 475,790	\$ 475,790	\$ 475,790	\$ 214,106	\$ 214,106
Operating Expenses	\$ 7,690,784	\$ 6,468,608	\$ 8,246,657	\$ 9,524,986	\$ 4,241,862	\$ 4,760,874
Depreciation Annual - Total	\$ 582,566	\$ 508,066	\$ 582,566	\$ 731,564	\$ 508,066	\$ 508,066
Total Expenses	\$ 8,273,350	\$ 6,976,674	\$ 8,829,222	\$ 10,256,550	\$ 4,749,928	\$ 5,268,940
Total						
NET Income (Loss)	\$ (3,723,765)	\$ (2,427,090)	\$ (2,436,595)	\$ (4,379,033)	\$ (200,344)	\$ 1,123,687

	911 Only FD Model	911 Only FD Model	911 and Hosp. Responses FD Model (Not Controlled for Workload)	911 and Hosp. Responses FD Model (Controlled for Workload)	911 Only Contractor RFP Response	911 and Hosp. Responses Contractor RFP Response
	6 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	10 Minute Response Time	10 Minute Response Time
Responses	13,251	13,251	17,660	17,660	13,251	17,660
Transports	9,514	9,514	13,681	13,681	9,514	13,681
Per Day Transports						
Revenue/Transport	\$ 478.20	\$ 478.20	\$ 467.26	\$ 429.61	\$ 478.20	\$ 467.26
Cost Per Response	\$ 624.36	\$ 526.50	\$ 499.96	\$ 580.78	\$ 358.46	\$ 298.35
Cost Per Transport	\$ 869.60	\$ 733.31	\$ 645.36	\$ 749.69	\$ 499.26	\$ 385.13
Unit Hour Utilization/Workload in Percentages	28.36%	36.63%	62.38%	30.43%	37.18%	81.78%
Unit Hours	38,784	30,024	38,784	48,168	29,584	29,584
Direct Labor Cost Per Unit Hour	\$ 152.78	\$ 156.65	\$ 152.78	\$ 150.19	\$ 95.63	\$ 95.63
Marginal Cost Per Unit Hour (Direct Labor, Direct Materials, Depreciation)	\$ 195.15	\$ 208.91	\$ 206.90	\$ 196.23	\$ 145.59	\$ 159.75
Fully Loaded Cost Per Unit Hour	\$ 213.32	\$ 232.37	\$ 227.65	\$ 212.93	\$ 160.56	\$ 178.10

Figure 27: Required Capital Outlay for Model 1

	911 Only FD Model	911 Only FD Model	911 and Hosp. Responses FD Model (Not Controlled for Workload)	911 and Hosp. Responses FD Model (Controlled for Workload)	911 Only Contractor RFP Response	911 and Hosp. Responses Contractor RFP Response
	6 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	10 Minute Response Time	10 Minute Response Time
Required Units for Deployment (Roundup)	7	6	7	9	6	6
Type 3: Ambulance with Power Load & Graphics	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Stryker Cot	\$ 33,821	\$ 33,821	\$ 33,821	\$ 33,821	\$ 33,821	\$ 33,821
Cardiac Monitor or AED	\$ 34,579	\$ 34,579	\$ 34,579	\$ 34,579	\$ 34,579	\$ 34,579
Lucas Device	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096
Radios and MDT	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Stairchair, Pumps, and Other Medical Equipment	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Cost Per Unit	\$ 372,497	\$ 372,497	\$ 372,497	\$ 372,497	\$ 372,497	\$ 372,497
Sum of Initial Capital Cost	\$ 2,607,477	\$ 2,234,980	\$ 2,607,477	\$ 3,352,470	\$ 2,234,980	\$ 2,234,980
Required Units for Deployment (Roundup)	2	2	2	2	2	2
SUV	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Stryker Cot	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cardiac Monitor	\$ 34,579	\$ 34,579	\$ 34,579	\$ 34,579	\$ 34,579	\$ 34,579
Lucas Device	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096
Radios and MDT	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Vent, Pumps, and Other Medical Equipment	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Cost Per Unit	\$ 152,676	\$ 152,676	\$ 152,676	\$ 152,676	\$ 152,676	\$ 152,676
Sum of Initial Capital Cost	\$ 305,351	\$ 305,351	\$ 305,351	\$ 305,351	\$ 305,351	\$ 305,351
Initial Capital Outlay	\$ 2,912,828	\$ 2,540,331	\$ 2,912,828	\$ 3,657,821	\$ 2,540,331	\$ 2,540,331

Model 2: The City Incrementally Supports EMS Services

Under this model, FITCH developed financial projections to explore the incremental deployment of EMS services in the City through a limited number of Basic Life Support (BLS) ambulances operated by the HFD. Various scenarios included deploying one, two, or three 24-hour units, targeting an 8- or 10-minute response time. Figure 26 illustrates these projections compared to the estimated financial performance of assuming the entire 911 system. Figure 27 shows the required capital outlay in detail for Model 1.

The required transports per day to achieve revenue neutrality were estimated as 3.11 for one unit, 5.67 for two units, and 17.02 for three units. FITCH estimates every additional run would result in an addition \$429 in potential revenue. The figure below outlines the net revenue potential if the HFD performed 6 and 7 calls respectively per day. For perspective 7 calls per day accounts for approximately 62% of BLS emergency transports and 26% of all transports. Importantly, no additional overhead would be necessary for the operation of one or two units which improves the financial performance.

These units could function as overflow or BLS support for the current contract, though such an arrangement would require renegotiating the contract (operationally and financially) and updating dispatch protocols. It is recommended that these operations utilize an independent enterprise fund for financial management.

Figure 28: Model 2 Income Potential

	1 BLS 24/7		2 BLS 24/7	
	6	7	6	7
Daily Transports				
Annual Transports	2190	2555	2190	2555
Total Transport Revenue	\$ 940,845.90	\$ 1,097,653.55	\$ 940,845.90	\$ 1,097,653.55
Total Expenses	\$ 486,874.00	\$ 486,874.00	\$ 888,602.00	\$ 888,602.00
Net Income Potential	\$ 453,971.90	\$ 610,779.55	\$ 52,243.90	\$ 209,051.55

Figure 29: Model 2 Financial Projections

	911 Only FD Model	911 Only FD Model	911 Only FD BLS Model 1-24/7 Unit	911 Only FD BLS Model 2-24/7 Unit	911 Only FD BLS Model 3-24/7 Unit
	6 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time
Revenue					
Transport Income	\$ 4,549,584	\$ 4,549,584	\$ 487,049	\$ 888,656	\$ 2,668,437
Total Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 4,549,584	\$ 4,549,584	\$ 487,049	\$ 888,656	\$ 2,668,437
Operating Expenses					
Direct Labor - Total	\$ 5,925,342	\$ 4,703,166	\$ -	\$ -	\$ 979,006
Direct Materials - Total	\$ 1,060,966	\$ 1,060,966	\$ 278,600	\$ 550,365	\$ 932,384
Overhead Materials - Total	\$ 228,686	\$ 228,686	\$ 51,652	\$ 103,305	\$ 154,957
Overhead Labor - Total	\$ 475,790	\$ 475,790	\$ -	\$ -	\$ 227,448
Operating Expenses	\$ 7,690,784	\$ 6,468,608	\$ 330,253	\$ 653,670	\$ 2,293,795
Depreciation Annual - Total	\$ 582,566	\$ 508,066	\$ 156,621	\$ 234,931	\$ 391,552
Total Expenses	\$ 8,273,350	\$ 6,976,674	\$ 486,874	\$ 888,602	\$ 2,685,348
Total					
NET Income (Loss)	\$ (3,723,765)	\$ (2,427,090)	\$ 175	\$ 55	\$ (16,911)

	911 Only FD Model	911 Only FD Model	911 Only FD BLS Model 1-24/7 Unit	911 Only FD BLS Model 2-24/7 Unit	911 Only FD BLS Model 3-24/7 Unit
	6 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time
Responses	13,251	13,251	1,579	2,881	8,651
Transports	9,514	9,514	1,134	2,069	6,211
Per Day Transports			3.11	5.67	17.02
Revenue/Transport	\$ 478.20	\$ 478.20	\$ 429.61	\$ 429.61	\$ 429.61
Cost Per Response	\$ 624.36	\$ 526.50	\$ 308.34	\$ 308.44	\$ 310.41
Cost Per Transport	\$ 869.60	\$ 733.31	\$ 429.46	\$ 429.59	\$ 432.33
Unit Hour Utilization/Workload in Percentages	28.36%	36.63%	14.96%	13.65%	27.32%
Unit Hours	38,784	30,024	8,760	17,520	26,280
Direct Labor Cost Per Unit Hour	\$ 152.78	\$ 156.65	\$ -	\$ -	\$ 37.25
Marginal Cost Per Unit Hour (Direct Labor, Direct Materials, Depreciation)	\$ 195.15	\$ 208.91	\$ 49.68	\$ 44.82	\$ 87.63
Fully Loaded Cost Per Unit Hour	\$ 213.32	\$ 232.37	\$ 55.58	\$ 50.72	\$ 102.18

Figure 30: Required Capital Outlay for Model 2

	911 Only FD Model	911 Only FD Model	911 Only FM Model 1-24/7 Unit	911 Only FM Model 2-24/7 Unit	911 Only FM Model 3-24/7 Unit
	6 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time	8 to 10 Min Response Time
Required Units for Deployment (Roundup)	7	6	2	3	5
Type 3: Ambulance with Power Load & Graphics	\$ 250,000	\$ 250,000	\$ 300,135	\$ 300,135	\$ 300,135
Stryker Cot	\$ 33,821	\$ 33,821	\$ 33,821	\$ 33,821	\$ 33,821
Cardiac Monitor or AED	\$ 34,579	\$ 34,579	\$ 3,500	\$ 3,500	\$ 3,500
Lucas Device	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096
Radios and MDT	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Stairchair, Pumps, and Other Medical Equipment	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Cost Per Unit	\$ 372,497	\$ 372,497	\$ 391,552	\$ 391,552	\$ 391,552
Sum of Initial Capital Cost	\$ 2,607,477	\$ 2,234,980	\$ 783,105	\$ 1,174,657	\$ 1,957,762
Required Units for Deployment (Roundup)	2	2	0	0	0
SUV	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Stryker Cot	\$ -	\$ -	\$ -	\$ -	\$ -
Cardiac Monitor	\$ 34,579	\$ 34,579	\$ 3,500	\$ 3,500	\$ 3,500
Lucas Device	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096	\$ 19,096
Radios and MDT	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Vent, Pumps, and Other Medical Equipment	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Cost Per Unit	\$ 152,676	\$ 152,676	\$ 121,596	\$ 121,596	\$ 121,596
Sum of Initial Capital Cost	\$ 305,351	\$ 305,351	\$ -	\$ -	\$ -
Initial Capital Outlay	\$ 2,912,828	\$ 2,540,331	\$ 783,105	\$ 1,174,657	\$ 1,957,762

Conclusion

City of Holyoke officials understand that establishing and maintaining reliable emergency medical services (EMS) is essential to ensuring public safety, enhancing residents' quality of life, and supporting the City's future economic growth. This commitment reflects a proactive acknowledgment of the critical role EMS plays in fostering a safe, resilient, and thriving community.

Recognizing the growing financial and logistical pressures facing emergency services nationwide, Holyoke officials have demonstrated foresight by assessing the need for evolution and adaptation. These challenges include rising operational costs, increasing call volumes, workforce shortages, and the demands of modernizing equipment and infrastructure. By taking strategic steps to address these issues, the City positions itself to effectively meet current and future needs.

The recommendations outlined provide Holyoke with a flexible framework to evaluate its priorities and determine the level of commitment required from City leaders, local officials, and the current EMS contractor. These options allow the City to balance service expectations, fiscal realities, and the goal of ensuring equitable access to emergency medical care for all residents.

Ultimately, the City must make key decisions about what it can afford and prioritize. These decisions should aim to achieve a baseline standard of EMS provision that guarantees timely, efficient, and high-quality care. Establishing this foundation is not only essential for public safety but also instrumental in attracting new businesses, fostering community trust, and supporting sustainable economic development.

By embracing a thoughtful and collaborative approach, Holyoke can ensure that its EMS system remains a reliable cornerstone of the City's public safety infrastructure, ready to adapt to evolving challenges and serve its community effectively for years to come.

ATTACHMENT A

Financial Information

Figure 31: 911 Payor Mix

<u>Payor Mix</u>	<u>Percentage</u>
Medicare	48.00%
Medicare HMO	0.00%
Medicaid	34.00%
Medicaid HMO	0.00%
Commercial	11.00%
Facility Contract	0.00%
Private Pay	7.00%
Total	100.00%

Figure 32: 911 Service Level Mix

<u>Service Level Mix</u>	<u>911 Calls</u>	<u>Volume</u>
ALSE	55.0%	5231
ALSNE	0.0%	0
ALS2	2.0%	190
BLSE	43.0%	4093
BLSNE	0.0%	0
SCT	0.0%	0
Total	100.00%	9514

Figure 33: Charge Master

CURRENT CHARGE MASTER		
A0425*	MILEAGE	\$26.82
A0426	ALS N/E ALS1	\$1,043.13
A0427	ALS1 EMERGENCY	\$1,651.59
A0428	BLS N/E	\$869.25
A0429	BLS EMER BASE	\$1,390.83
A0433	ALS LEV 2 BASE	\$2,390.49
A0434	SCT	\$2,825.10

FITCH

& ASSOCIATES

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

100 Cambridge Street, 9th Floor, Boston, MA 02114
www.mass.gov/agr



Maura T. Healey
GOVERNOR

Kimberley Driscoll
LIEUTENANT
GOVERNOR

Rebecca L. Tepper
SECRETARY

Ashley E. Randle
COMMISSIONER

June 25, 2025

Order 1025-AHO-25

ANIMAL HEALTH ORDER

Pursuant to Massachusetts General Laws ("M.G.L."), Chapter 129, § 2

ISSUED TO: April Bottles and Anthony Torres, D/B/A Savimbi Bengals, 89 Wedgewood Terrace, Holyoke, MA 01040

INTRODUCTION

This Order ("Order") is issued based on the diagnosis of multiple infectious and contagious diseases amongst the cats being kept and bred by April Bottles and Anthony Torres, D/B/A Savimbi Bengals, at 89 Wedgewood Terrace, Holyoke, MA 01040, in accordance with Chapter 129, § 2.

JURISDICTION

This Order is issued under the authority vested in the Massachusetts Department of Agricultural Resources (the "Department") under M.G.L. c. 129, § 2.

PARTIES

1. The Department is a duly authorized administrative agency of the Commonwealth of Massachusetts acting pursuant to the provisions of M.G.L. c. 129, § 2.
2. April Bottles and Anthony Torres, D/B/A Savimbi Bengals, 89 Wedgewood Terrace, Holyoke, MA 01040 (the "Premises").

SUMMARY OF APPLICABLE LAW

3. M.G.L. c. 129, § 2 establishes the following:

"The director may make and enforce reasonable orders, rules, and regulations relative to the following: the sanitary condition of neat cattle, other ruminants and swine and of places where such animals are kept; the prevention, suppression and extirpation of contagious diseases of domestic animals; the establishing of disease-free herds of cattle and the issuing of certificates in connection therewith; the inspection, examination, quarantine, care and treatment or destruction of domestic animals affected with or which have been exposed to contagious disease, the burial or other disposal of their carcasses, and the cleansing and disinfection of places where contagion exists or has existed. No rules or regulations shall take effect until approved by the governor and council."

FINDINGS OF FACT

4. In 2022, the Department investigated complaints of contagious disease at the Premises and communicated with Ms. Bottles about best practices to mitigate and eradicate the pathogens found.
5. On December 10, 2024, the Department received information that another kitten purchased from Ms. Bottles at Savimbi Bengals was diagnosed with *Tritrichomonas foetus*, an infectious and contagious protozoal parasite that affects cats and other mammals. The kitten suffered chronic, severe diarrhea from the time of purchase in May, 2024, until the owner elected to euthanize the cat in December. The Department therefore determines that infectious and contagious disease continues to be present at the Premises and is being transmitted to and by the cats being kept and bred there by Ms. Bottles and Mr. Torres, D/B/A Savimbi Bengals. The Department further determines that these animals pose a significant risk of transmitting an infectious and contagious disease to other animals in the Commonwealth.

ORDER

NOW THEREFORE, based upon the above knowledge and information, in accordance with M.G.L. c. 129, § 2, the Department hereby orders April Bottles and Anthony Torres, D/B/A Savimbi Bengals, to hire the services of a veterinarian to examine and test all cats on the Premises to determine their disease status. The veterinarian shall communicate the results of their examination and testing to the Department when completed.

You are hereby granted 30 days from the date of receipt to comply with the entirety of this Order.

Any violation of this Order shall result in further legal action by the Department, including but not limited to, administrative fines and injunctions.

Your immediate attention to this matter is greatly appreciated. If you have any questions, please call 617-626-1795.



Michael Cahill, Director
Division of Animal Health

CERTIFIED MAIL, Return Receipt Requested,
Article No.: 9589 0710 5270 2183 3782 01
And First Class Mail



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

ANDREA JOY CAMPBELL
ATTORNEY GENERAL

(617) 727-2200
www.mass.gov/ago

July 31, 2025

OML 2025 – 100

VIA EMAIL

Kathleen E. Degnan, Esq.
Assistant City Solicitor
City of Holyoke
20 Korean Veterans Plaza
City Hall Annex, Suite 204
Holyoke, MA 01040-5019

Solicitor@holyoke.org

RE: Open Meeting Law Complaints

Dear Assistant City Solicitor Degnan:

This office received a complaint from Linda Vacon on April 18, 2025, alleging that the Holyoke City Council (the “Council”) violated the Open Meeting Law, G.L. c. 30A, §§ 18-25. The complaint was originally filed with the Council on February 22 and you responded on behalf of the Council by letter dated March 7.¹ The complaint alleges that the notice of the Council’s February 4 meeting was not sufficiently specific.

Following our review, we find that the Council did not violate the Open Meeting Law in the way alleged. In reaching this determination, we reviewed the original complaint, the Council’s response to the complaint, and the complainant’s request for further review. In addition, we viewed recordings of meetings the Council held on February 4 and February 18.² We also reviewed the notices and minutes of those two meetings.

FACTS

We find the facts as follows. On January 31, the Council posted notice of a meeting to take place on February 4. The notice was amended on February 3 and February 4 to include six “late filed orders and communications.” The February 4 meeting took place as scheduled.

¹ Unless otherwise indicated, all dates in this letter refer to the year 2025.

² We accessed the recordings of the February 4 and February 18 meetings at <https://www.holyoke.org/meetings/holyoke-city-council-meeting-february-4-2025/#/tab-video> and <https://www.holyoke.org/meetings/holyoke-city-council-meeting-february-18-2025/#/tab-video>, respectively.

Approximately one hour and three minutes into the February 4 meeting, the Council voted to “suspend the rules” to address the late filed orders and communications. The late filed orders were read aloud (at least partially) but were not discussed substantively. Rather, a motion was made to lay them on the table³ until the next meeting. The complainant, who is a member of the Council, expressed her concern that if the items were tabled, they would be listed as tabled items on the notice for the next meeting, which is “not in the spirit of the open meeting law.” After a brief discussion of Councilor Vacon’s concerns, the motion to lay the late filed items on the table passed.

The Council next met on February 18. Notice of the February 18 meeting was posted on February 13. The third heading on the notice, after “Public Hearing” and “Public Comment,” was “Laid on the Table.” The six items that were laid on the table at the February 4 meeting were listed under this heading. When those items were reached, the Council briefly discussed the procedural posture of the six items. Assistant City Solicitor Michael D. Bissonnette, who attended the meeting remotely, opined that the procedural discussion on February 4 constituted a “first reading” of at least one of the items that were carried over from that meeting.

A prolonged and heated discussion between Councilor Kevin Jourdain and Council President Tessa R. Murphy-Romboletti followed. Approximately one hour into the meeting, Council President Murphy-Romboletti called a five-minute break. Upon reconvening the meeting, Council President Murphy-Romboletti expressed her belief that the Council had already passed a first reading as to one of the items that had been laid on the table at the February 4 meeting. Nonetheless, the Council proceeded with a vote to pass the first reading as to this item. The motion passed.⁴ The Council then voted to pass the second reading and approve that item. Councilor Jourdain noted for the minutes that both readings were passed at one meeting, which he maintained was in violation of the Council’s rules. Further argument ensued until a motion to adjourn cut off discussion and ended the meeting.

DISCUSSION

The Open Meeting Law was enacted “to eliminate much of the secrecy surrounding deliberations and decisions on which public policy is based.” Ghiglione v. School Committee of Southbridge, 376 Mass. 70, 72 (1978). A public body must post notice of every meeting at least 48 hours in advance, not including Saturdays, Sundays, and legal holidays. G.L. c. 30A, § 20(b). Notices must include “a listing of topics that the chair reasonably anticipates will be discussed at the meeting.” Id. The list of topics must have sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting. 940 CMR 29.03(l)(b).

We generally consider a topic to be sufficiently specific when a reasonable member of the public could read the topic and understand the anticipated nature of the public body’s discussion. See OML 2023-3; OML 2019-134; OML 2015- 35.⁵ The Open Meeting Law

³ To “lay on the table” temporarily suspends further consideration or action on a pending question. robertsrules.org/motionsguide.php.

⁴ This vote occurred at approximately 1:17 in the recording.

⁵ Open Meeting Law determinations may be found at the Attorney General’s website, www.mass.gov/ago/openmeeting

requires that the notice describe topics with sufficient specificity so that the public can make an informed decision whether to attend the meeting to observe the discussion regarding a topic of interest. See OML 2023-86; OML 2019-95; OML 2018-22.

The Open Meeting Law regulations contemplate that a meeting notice may be amended, even within 48 hours of a meeting. See 940 CMR 29.03(1)(d). Specifically, a public body may amend a meeting notice within 48 hours of a meeting to include an unanticipated topic and then discuss that topic during the meeting. See OML 2024-160; OML 2023-173; OML 2019-131. Indeed, a public body may discuss and even take action on a truly unanticipated topic during a meeting despite the topic not appearing on the meeting notice at all. See OML 2024-57; OML 2020-172; OML 2019-131. Nonetheless, the Attorney General strongly recommends that public bodies, as a matter of best practice, table discussion of unanticipated topics that might be of significant interest to the public so that the topics can be included on the notice for a future meeting. See OML 2019-131; OML 2018-119; OML 2013-87. When reviewing whether a topic was anticipated, we look to whether it was reasonably anticipated for discussion at the particular meeting at issue. See OML 2024-6; OML 2023-101; OML 2022-203.

The complaint alleges that the six topics that were included in the amended notice of the February 4 meeting as late filed orders and communications were anticipated 48 hours prior to the February 4 meeting, and therefore, they were required to be included in the notice that was posted 48 hours prior to the meeting in order for the Council to discuss those items on February 4. When reviewing a meeting notice for sufficiency, unless it is clearly insufficient on its face, we do not review a meeting notice standing alone. See OML 2022-148; OML 2015-109; OML 2014-155. Rather, we review what the public body actually discussed at the meeting to determine whether the notice was sufficiently specific to reasonably inform the public of the topic to be discussed. See OML 2015-109. When a public body does not actually deliberate on a noticed topic, the public body cannot violate the Open Meeting Law with respect to that topic, even if it would have been insufficiently specific had the public body proceeded with its deliberation. See OML 2020-53; OML 2015-63; OML 2014-81.

Assuming *arguendo* that the late filed orders and communications were anticipated 48 hours prior to the February 4 meeting, they would need to be included on the notice only if they were actually discussed at the February 4 meeting. As a preliminary matter, we note that the vote to lay on the table the six late items did not constitute discussion or action requiring inclusion on the notice. See OML 2022-159 (finding that where quorum of Committee appeared for Board meeting but voted to table and adjourn Committee meeting because members were unprepared, there was no “meeting” for purposes of Open Meeting Law); OML 2017-197 (concluding that no deliberation occurred and no Open Meeting Law violation could be found where public body tabled discussion of topics that were alleged to be insufficiently noticed); OML 2017-171 (finding that postponement of discussion of topic that was insufficiently listed in notice complied with Open Meeting Law).

Although there was no substantive discussion of the late filed items at the February 4 meeting, the complainant argues that deliberation for purposes of the Open Meeting Law did occur about at least one of the late items because a first reading occurred at the February 4 meeting. In other words, the Council did not engage in a discussion in the traditional sense but,

according to the complainant, the first reading that occurred on February 4 required inclusion on the notice, as it is a necessary step in the approval of that proposed order.⁶

It does not appear that we have previously determined whether the reading of a proposed order (as “reading” is understood in the legislative context) constitutes a topic of discussion for purposes of notice under the Open Meeting Law. We need not decide the issue here. At the February 18 meeting, Councilors disagreed whether a first reading occurred at the February 4 meeting and therefore held a vote to pass the first reading at the February 18 meeting. It is not our role to opine on the effect of certain actions of the Council. Where a majority of the Council apparently believed it did not pass a first reading at the February 4 meeting and thus did it at the February 18 meeting, we are constrained to find that a first reading did not occur on February 4. Therefore, the February 4 meeting did not include any discussion of the late filed items, even if we were to adopt the broad interpretation that the complainant ascribes to the word “discussion” under the Open Meeting Law. Because there was no discussion of the late filed orders at the February 4 meeting, we find no insufficiency in the notice.

Although we do not find a violation, we take this opportunity to remind the Council that designation of an item of discussion as “late filed” does not remove it from the requirements of the Open Meeting Law if the item is reasonably anticipated by the chair or others to whom the responsibility of preparing the notice is delegated. See G.L. c. 30A, § 20(b); OML 2022-67; OML 2020-80; OML 2015-190.⁷ Moreover, any suspension of the rules concerns rules particular to the Council and does not affect the requirements of the Open Meeting Law.⁸ When the Council voted in favor of “suspending the rules,” it did not, and could not, suspend the application of the Open Meeting Law. See OML 2024-197; OML 2022-135.

CONCLUSION

For the reasons stated above, we find that the Council did not violate the Open Meeting Law in the way alleged.

⁶ Rule 35 of the Holyoke City Council Rules provides that “[a]ny ordinance, order, resolution, or vote involving the appropriation or expenditure of money to an amount which may exceed two hundred dollars, shall require for its passage the affirmative vote of a majority of all members of the City Council. Every such ordinance, order, resolution, or vote shall be read twice, with an interval of at least three days between the two readings, before being finally passed;”

⁷ We understand that the complainant has cautioned her fellow Councilors on this point in the past. See “Holyoke Councilors to other Councilors: ‘Late’ doesn’t mean ‘urgent,’” https://www.masslive.com/news/2016/02/holyoke_councilors_to_other_co.html.

⁸ The Division of Open Government is tasked with enforcing the Open Meeting Law. Therefore, we do not investigate whether it was proper for the Council to suspend its own rules. See OML 2024-197; OML 2022-135.

We now consider the complaint addressed by this determination to be resolved. This determination does not address any other complaints that may be pending with our office or the Council. Please feel free to contact the Division at (617) 963 - 2540 if you have any questions.

Sincerely,



Matthew Lindberg
Assistant Attorney General
Division of Open Government

cc: Linda Vacon (via email: lindavac@aol.com)
Holyoke Town Clerk (via email: clerks@holyoke.org)

This determination was issued pursuant to G.L. c. 30A, § 23(c). A public body or any member of a body aggrieved by a final order of the Attorney General may obtain judicial review through an action filed in Superior Court pursuant to G.L. c. 30A, § 23(d). The complaint must be filed in Superior Court within twenty-one days of receipt of a final order.

To: City Council
 From: Community Preservation Act Committee
 CC: Mayor Garcia
 Date: June 23, 2025, updated July 9, 2025
 RE: Community Preservation Act Committee Annual Operating Budget

The following is the annual operating budget for the Community Preservation Committee for FY2026. As required by MGL ch.44b, the Committee has allocated the minimum of 10% of the anticipated revenues to each of the three program area reserves and 5% of the anticipated revenues to the administrative reserve.

FY26 OPERATING BUDGET	ESTIMATED REVENUE
FY26 Surcharge Revenue	\$704,804
FY26 State Match (14.97%)	\$105,544
Estimated Total	\$810,348

FY25 Carryover Balance	\$108,764
Estimated Total Budget	\$919,112

FY26 Proposed Transfers	% of Operating Budget	Reserves
Open Space Reserve	10%	\$81,035
Historic Resources Reserve	10%	\$81,035
Community Housing Reserve	10%	\$81,035
Budgeted Reserve	65%	\$526,726
Administrative Expenses	5%	\$40,517
Estimated Total		\$810,348

City of Holyoke Health Benefit Meeting
June 2, 2025
City Hall, Old Tax Collector's Office

The meeting was called to order by **Quentin** at 5:00 PM

In attendance:

PEC Representatives: Chris Butler-Fire Dept

City Representatives: Tanya Wdowiak-City Auditor, Sean Mangano- HPS CFO, Dazhana Argueta-Personnel Specialist

Others: Quentin Donohue - Chair, Steve Corbin - Dowd Insurance, Kelly Curran - HR Director, Rebecca Sutter - Dowd, Rory Casey - Treasurer

Receive minutes from 04/07/25 meeting

Quentin was open to a motion to accept last meeting minutes.

MOTION: Chris Butler made a motion to accept last minutes. **Tanya Wdowiak** seconded. Motion carried **unanimously**

Broker Update

Broker Update Discussion regarding claims. Dental-Started with 62K left over after claim paid off. Monthly vs funding that is coming in. Dental claims running high. Multiple months over 100k in claims. Steve's guess is that it will even out. Quentin felt strongly about having a clear balance of trust. Tanya will close off 2024 and if there is a balance in 2024 for dental trust from 2024 and we can decide where we want to put it. Quentin wants 2024 balance.

Quentin felt strongly about referring to the dental account as a trust and getting the balance.

Medical- 436k rebate meaning people are using expensive drugs. 8.8million Health 4.2 million RX in claims 800k in RX rebate. 16.5 projected to EOY.

Discussion regarding high cost claimants. 2 above 350k and so we will get reimbursed. Over 100k claims predictions are a lot less than previous years. Discussed maybe paying penalties to get all retirees on Medex.

GLP1 Drugs report showing those used for weight loss and those used for Diabetes. BCBS formulary will not include weight loss. Can add riders as we are doing today. 3m prior to January trust needs to make a decision. Rider is the cost of drugs which is what is currently done with self funding. CB would like to review GLP 1 programs to save since BCBS is now removing GLP1 for weight loss from their formulary. Rory had an idea that we can decide to not cover and use a program like llylilly where the cost of GLP is around 500 as amount to the high cost using the Pharmacy. We won't save a ton but can save some.

Kelly Curran started discussion to use wellness money for YMCA. Holyoke YMCA enrollment has doubled enrollment. CB asked if we can get a filer or poster and get the word out. The Fire Dept asked about using wellness funds for gym equipment. Purchase 1 or 2 pieces of equipment and then maybe some for the Police Dept but it does not benefit everyone.

Sean Mangano mentioned maybe staff proposing for a grant to use wellness credits on.

Quentin asked if anyone wants to make a motion to use wellness credit for the Fire dept

MOTION: Chris Butler made a motion to use wellness credits from this year for the FireDepartment and start the grant process next year. The Trust should take lead on grants. **Dazhana Argueta** seconded. Motion carried **Unanimously**

Quentin brought up the order in front of the finance committee- Kelly Curran said they just want to know how we came up with the decision. Power to choose the broker was in Mayor's hand and was moved to Trust.

YMCA offering CPR training to their package.

Quentin welcomed a motion to adjourn

MOTION: Sean Mangano made a motion to adjourn. Trustee **Chris Butler** seconded. Motion carried **unanimously**.

The meeting adjourned at **5:51 PM**



RECEIVED

JUN 23 2025

Holyoke City Clerk's
Holyoke, MA**Board of Fire Commission
Meeting Minutes****Date: May 21, 2025****Time: 5:00 p.m.****Location: Fire Department Headquarters**

Meeting called by:	Chairman Mettey	Note taker: D. Glenn	
Type of meeting:	Regular Monthly	Timekeeper: D. Glenn	
Facilitator:	Chief Kadlewicz		Approved
Attendees:	George Mettey, Nelson Lopez, Jeffrey Trask		
Absent:			
Staff in Attendance:	Chief John Kadlewicz and Dale Glenn		

Also: Elizabeth Spafford, Alicea Uryevick, Shawn O'Donnell, Julio Ramos-Gutierrez, Cyrus Rios, Xavier Hernandez, Amen Horton, Christopher Kane, Hector Morales, Antoine Rodriguez, Michael Rojas, Justin Sanchez, Holvin Vazquez, Fire Alarm Superintendent Robert Weller, Assistant SFA Jake Thibeault, Fire Captain Michael Boucher

A. Opening of Meeting	Chairman Mettey	Time: 5:02 p.m.
------------------------------	------------------------	------------------------

Discussion: #1 on the agenda Commissioner Mettey opened the meeting of the Board of Fire Commissioners with a verbal roll call of those present along with the pledge of allegiance and a prayer.

#2 agenda item – Minutes: The Board of Fire Commissioners reviewed the minutes from April 16, 2025

#3 on the agenda – Fire Chief's Report:

- Injured on Duty/Light Duty/Administrative Duty/Administrative Leave
- Overtime Expenditures
- Ambulance – talk about how to implement and to move forward

#4 Old Business – Interviews for (1) Fire Alarm Operator and Interviews for (7) Firefighters Candidates. All candidates both Fire Alarm Operator and Firefighter were asked the same questions and afforded the opportunity to ask questions of the Board of Fire Commissioners.

Motions: Commissioner Mettey entertained a motion to accept the minutes from April 16th, 2025, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried

Commissioner Mettey entertained a motion to accept the Fire Chief's report, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried.

Commissioner Mettey entertained a motion to select the following individual from the Fire Alarm Operator List Elizabeth Spafford, Commissioner Lopez made the motion and was 2nd by Commissioner Trask, motion carried. Roll Call Vote Commissioner Mettey yes, Commissioner Lopez yes and Commissioner Trask yes. Unanimous Vote

Commissioner Mettey entertained a motion to move into Executive Session for the purposes of background check information Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Moved into Executive Session at 5:33pm

B. <i>Executive Session</i>	Chairman: Mettey	Time: 5:33pm
Attending George Mettey, Nelson Lopez, Jeffrey Trask Also: Fire Captain David Rex and Fire Captain Michael Boucher Facilitator: Chief Kadlewicz Note taker: D. Glenn		
Discussion: Discussion from Fire Captain David Rex and Fire Captain Michael Boucher background checks on the firefighter candidates.		
Motions: Commissioner Mettey entertained a motion to move into Open Session, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Moved into Open Session at 5:36pm		

D <i>Open Meeting</i>	Chairman Mettey	Time: 5:36pm
Attending: George Mettey, Nelson Lopez, Jeffrey Trask		
Also Fire Captain David Rex and Fire Captain Michael Boucher Facilitator: Chief Kadlewicz Note taker: D. Glenn		
Discussion: #4 Continuation - Interviews for (7) Firefighter positions #5 New Business – Fire Chief Kadlewicz requests from the Board of Fire Commissioners a list for six (6) Firefighter candidates #6 Executive Session – for the purposes of dicussion regarding background checks #7 Close Meeting		
Motions: Commissioner Mettey entertained a motion to have a five (5) minute recess, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Recessed at 6:29pm Commissioner Mettey entertained a motion to return from recess, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Returned from recess at 6:34pm Commissioner Mettey entertained a motion to select the following indivduals from the Firefighter Candidate List: Julio Ramos-Guiterrez, Xavier Hernandez, Christopher Kane, Antoine Rodriguez, Michael Rojas, Justin Sanchez, and Holvin Vazquez Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Roll Call Vote Commissioner Mettey yes, Commissioner Lopez yes and Commissioner Trask yes. Unanimous Vote Commissioner Mettey entertained a motion to obtain a list six (6) firefighter candidates, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Commissioner Mettey entertained a motion to adjourn, Commissioner Lopez made the motion and was 2nd by Commissioner Trask; motion carried. Meeting adjourned at 7:24pm		

Wednesday, May 21, 2025

Injured on Duty

1 Fire Captain

1 Fire Lieutenant

Light Duty

FMLA

Overtime Budget	\$407,638.00
Transfers In	\$250,000.00
Revised Budget	\$657,638.00
Currently Expended	\$542,551.12
Available Balance	\$115,086.88

Average Expended Per Pay Period \$23,589.17

Last Pay Period \$19,146.35

Board of Fire Commission Meeting Minutes		Date: June 18, 2025 Time: 5:00 p.m. Location: Fire Department Headquarters	
Meeting called by:	Chairman Mettey	Note taker: D. Glenn	
Type of meeting:	Regular Monthly	Timekeeper: D. Glenn	
Facilitator:	Chief Kadlewicz		Approved
Attendees:	George Mettey, Nelson Lopez, Jeffrey Trask		
Absent:			
Staff in Attendance:	Chief John Kadlewicz and Dale Glenn		
Also: Kevin McDonnell, Christopher Butler, Francisco Rivera, Matthew Ernst, David Rex, Mark Fortin, William Alicea			
A. Opening of Meeting		Chairman Mettey	Time: 5:00 p.m.
Discussion: #1 on the agenda Commissioner Mettey opened the meeting of the Board of Fire Commissioners with a verbal roll call of those present along with the pledge of allegiance and a prayer by Commissioner Lopez. #2 agenda item: - Minutes: The Board of Fire Commissioners reviewed the minutes from May 21, 2025 #3 on the agenda – Fire Chief's Report: - Injured on Duty/Light Duty/Administrative Duty/Administrative Leave - Overtime Expenditures #4 Old Business: - Interview for (1) one Deputy Fire Chief position. All candidates were asked the same questions and afforded an opportunity to ask questions themselves. Candidates were asked to remain after their interview as the Board of Fire Commissioners would make their selection at the conclusion of the interviews. - Water Leaks at Station #3: Architect John Landry suggested using an instulated metal on the outside to keep the wall dry and painting the interior wall and will cost about 100k the other option will cost roughly 150k. Fire Chief awaiting for DPW to inform of the decision prior to going to the Mayor for funding. #5 New Business: - RFP for roof at Station 1 and RFP on fixing the water leaks at Station #3 – will contact Jaime from Purchasing and update the board. - Ambulance: start with Cataldo and begin with peak hours as their backup and just work the ambu care out and this is a start in the direction for the City to run an ambulance. - Fire Chief Kadlewicz requested the Board of Fire Commissioners to Provisionally promote Deputy Fire Chief Matthew Ernst to the position of Provisional 1st Deputy Fire Chief upon the retirement of Provisional 1st Deputy Fire Chief Mark Fortin.			

RECEIVED

JUL 24 2025

**Holyoke City Clerk's
Holyoke, MA**

Wednesday, June 18, 2025

Injured on Duty

1 Fire Captain
1 Fire Lieutenant
2 Firefighters

Light Duty
1 Fire Lieutenant

FMLA

Overtime Budget	\$407,638.00
Transfers In	\$270,000.00
Revised Budget	\$677,638.00
Currently Expended	\$603,866.73
Available Balance	\$73,771.27

Average Expended Per Pay Period \$24,154.66

Last Pay Period \$32,089.66

Grant Completion Form : Entry # 8393

Grant Information

EMER56 FFY2024EMPG MEMA

Grant Period

2/19/2025 – 6/30/2025

Grant Purpose

This grant was used for upgrading the Emergency Operations Center within the Holyoke Fire Department and to outfit CERT with more gear.

Total Budget

\$9,500.00

Actual Expenses

\$6,233.05 Amazon
\$250.00 Baystate Health CPR Cards CERT
\$2,500.00 CERT Training
\$500.00 CPR Training for CERT
Total expended \$9,483.05

Ending Fund Balance

0.00

Additional Comments (optional)

Utilizing the funding the City of Holyoke received on this grant allowed the Emergency Operations Center to have upgraded technology to provide enhanced services during the larger events held in the City. Additionally, outfitting CERT members allows integration within the City events providing additional services to our residents and businesses.

Additional Materials (if necessary)

- [Grant-Completion-Form-FFY24EMPG-9500.00.pdf](#)

Grant Manager

Dale Glenn Emergency Management

CITY OF HOLYOKE

GRANT COMPLETION FORM

City of Holyoke Ordinance:

Sec. 2-509. - *Grant reporting.*

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council next agenda. Once city council has concluded its discussion of the report, it shall be posted on the city website for a minimum of two weeks for the general public.

1. Grant Information

EMER56 FFY2024EMPG MEMA

2. Grant Period

2/19/2025 – 6/30/2025

3. Grant Purpose

This grant was used for upgrading the Emergency Operations Center within the Holyoke Fire Department and to outfit CERT with more gear

4. Total Budget

\$9,500.00

5. Actual Expenses

\$6,233.05 Amazon

\$250.00 Baystate Health CPR Cards CERT

\$2,500.00 CERT Training

\$500.00 CPR Training for CERT

Total expended \$9,483.05

6. Ending Fund Balance

\$0.00

7. Grant Outcome

Utilizing the funding the City of Holyoke received on this grant allowed the Emergency Operations Center to have upgraded technology to provide enhanced services during the larger events held in the City. Additionally, outfitting CERT members allows integration within the City events providing additional services to our residents and businesses.

8. Additional Comments (optional)

Grant Manager
Signature:

Dale Genn 7/15/2025

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR:			ORIGINAL	TRANSFERS/	REVISED			AVAILABLE	PCT
1256	FY24 MEMA EMPG GRANT		APPROP	ADJUSTMENTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
000 OFFICE OF EMERGENCY MGMT.									
000 UNCLASSIFIED									
1256 52000	PURCHASE OF SERVICES		0	0	0	500.00	.00	-500.00	100.0%*
1256 54000	SUPPLIES		0	0	0	8,983.05	.00	-8,983.05	100.0%*
TOTAL UNCLASSIFIED			0	0	0	9,483.05	.00	-9,483.05	100.0%
TOTAL OFFICE OF EMERGENCY MGMT.			0	0	0	9,483.05	.00	-9,483.05	100.0%
TOTAL FY24 MEMA EMPG GRANT			0	0	0	9,483.05	.00	-9,483.05	100.0%
TOTAL EXPENSES			0	0	0	9,483.05	.00	-9,483.05	

Grant Completion Form : Entry # 8394

Grant Information

FIR683 FY25 Firefighter Safety Equipment Grant Department of Fire Services

Grant Period

5/1/25 – 6/30/25

Grant Purpose

Provide tools and equipment to enhance the safety of firefighters

Total Budget

\$11,660.00

Actual Expenses

Electric Vehicle Emergency Plug \$8,115.00

Gauntlet Gloves \$3,535.00

Total \$11,650.00

Ending Fund Balance

0.00

Additional Comments (optional)

These funds were used to purchase safety equipment and tools to assist firefighters for emergencies that include electric vehicles

Additional Materials (if necessary)

- [Grant-Completion-Form-FY25-Firefighter-Safety-Equipment-Grant-Round-2.pfd .pdf](#)

Grant Manager

Dale Glenn Fire

CITY OF HOLYOKE

GRANT COMPLETION FORM

City of Holyoke Ordinance:

Sec. 2-509. - *Grant reporting.*

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council next agenda. Once city council has concluded its discussion of the report, it shall be posted on the city website for a minimum of two weeks for the general public.

1. Grant Information

FIR683 FY25 Firefighter Safety Equipment Grant Department of Fire Services

2. Grant Period

5/1/25 – 6/30/25

3. Grant Purpose

Provide tools and equipment to enhance the safety of firefighters

4. Total Budget

\$11,660.00

5. Actual Expenses

Electric Vehicle Emergency Plug \$8,115.00

Gauntlet Gloves \$3,535.00

Total \$11,650.00

6. Ending Fund Balance

0.00

7. Grant Outcome

These funds were used to purchase safety equipment and tools to assist firefighters for emergencies that include electric vehicles

8. Additional Comments (optional)

Grant Manager
Signature:

Dale Glenn 7/15/2025

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0683 FY25 FIREFIGHTER SAFETY EQUIP2							

2200 FIRE

000 UNCLASSIFIED

0683 54000 SUPPLIES	0	0	0	11,650.00	.00	-11,650.00	100.0%*
TOTAL UNCLASSIFIED	0	0	0	11,650.00	.00	-11,650.00	100.0%
TOTAL FIRE	0	0	0	11,650.00	.00	-11,650.00	100.0%
TOTAL FY25 FIREFIGHTER SAFETY EQUIP2	0	0	0	11,650.00	.00	-11,650.00	100.0%
TOTAL EXPENSES	0	0	0	11,650.00	.00	-11,650.00	

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FOR 2025 12								
	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
GRAND TOTAL	0	0	0	11,650.00	.00	-11,650.00	100.0%	
** END OF REPORT - Generated by Dale Glenn **								

Grant Completion Form : Entry # 8465

Grant Information

- FIR0684 Firefighter Safety Equipment Grant Round #1

Grant Period

3/19/2025 - 6/30/2025

Grant Purpose

Purchase safety equipment for Firefighters

Total Budget

\$24,081.00

Actual Expenses

FQ-PANX Camera. AttackPro+, NFPA Fast Frame \$11,997.00

Methane, CO, H2S, O2, Batteries, Charger \$5,472.00

Ventis MX4-4 Gas W/Pump – Orange \$2,385.00

Onsite Service \$100.00

E.V. Emergency Plug \$3,300.00

Total \$23,254.00

Ending Fund Balance

0.00

Additional Materials (if necessary)

- [Grant-Completion-Form-FY25-Firefighter-Safety-Equipment-Grant-Round-2.pfd_.pdf](#)

Grant Manager

Dale Glenn Fire

CITY OF HOLYOKE

GRANT COMPLETION FORM

City of Holyoke Ordinance:

Sec. 2-509. - *Grant* reporting.

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council next agenda. Once city council has concluded its discussion of the report, it shall be posted on the city website for a minimum of two weeks for the general public.

1. Grant Information

FIR0684 FY25 Firefighter Safety Equipment Grant Department of Fire Services

2. Grant Period

3/19/2025 – 6/30/2025

3. Grant Purpose

Provide tools and equipment to enhance the safety of firefighters

4. Total Budget

\$24,081.00

5. Actual Expenses

FQ-PANX Camera. AttackPro+, NFPA Fast Frame \$11,997.00

Methane, CO, H2S, O2, Batteries, Charger \$5,472.00

Ventis MX4-4 Gas W/Pump – Orange \$2,385.00

Onsite Service \$100.00

E.V. Emergency Plug \$3,300.00

Total \$23,254.00

6. Ending Fund Balance

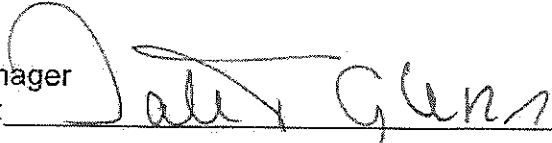
0.00

7. Grant Outcome

These funds were used to purchase safety equipment and tools to assist firefighters for emergencies that include electric vehicles

8. Additional Comments (optional)

Grant Manager
Signature:

 *7/21/2025*

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FOR 2025 12								
ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED			AVAILABLE	PCT
0684	FY25 FIREFIGHTER SAFETY EQUIP	APPROP	ADJUSTMENTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
2200 FIRE								
000 UNCLASSIFIED								
0684 54000	SUPPLIES	0	0	0	23,254.00	.00	-23,254.00	100.0%*
	TOTAL UNCLASSIFIED	0	0	0	23,254.00	.00	-23,254.00	100.0%
	TOTAL FIRE	0	0	0	23,254.00	.00	-23,254.00	100.0%
	TOTAL FY25 FIREFIGHTER SAFETY EQUIP	0	0	0	23,254.00	.00	-23,254.00	100.0%
	TOTAL EXPENSES	0	0	0	23,254.00	.00	-23,254.00	

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FOR 2025 12							
	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	23,254.00	.00	-23,254.00	100.0%
** END OF REPORT - Generated by Dale Glenn **							



21

City of Holyoke Speed Hump Petition

We the undersigned, petition the Holyoke City Council for speed humps
on Sequoia Dr. & Cypress Rd.
(street requested)

Name	Address
Lor Shea	8 Cypress Rd.
Jama Shea	8 Cypress Rd.
Baron M	8 Cypress Rd.
Baron M	8 Cypress Rd.
Srennan Whalen	2 Sequoia Drive
John Malikowski	1 Acorn Rd
Alphonse DeMarco	4 Sequoia Rd
Sandra Shaw	10 Sequoia Drive
M Shaw	10 Sequoia Drive
DAVID CROCHING	12 Sequoia Drive
ROBERT ROSIERA Blacksmith	12 ACORN RD
Jan DeMarco	4 Sequoia Dr.
Sharon Szostkiewicz	6 Sequoia Dr
John Long	4 Acorn Rd.
Mark Long	10 acorn Rd.
T Long	11 CYPRESS Rd.
Glenn Long	12 Cypress Rd
Mary F Orzechowski	6 Cypress Rd.
John Orzechowski	6 Cypress Rd.
Mary Sweetman	4 Sequoia
C. DeMarco	4 Sequoia

Alyssa Orzechowski 6 Cypress Rd

Use additional pages as needed

No speed hump shall be installed or established, except upon petition to the city council signed by at least two-thirds of the property owners or two-thirds of the registered voters within the impacted segment of a proposed speed hump street. When there are multiple property owners, the signature of one shall be sufficient to count that property towards the required two-third.

RECEIVED

JUL 11 2025

Registrar of Voters
Holyoke, MA



Date: 6/27/25

CITY OF HOLYOKE CITY COUNCIL
SPECIAL PERMIT APPLICATION FOR

Name of Owner: Christian Carde Guzman

Address: 203 W Franklin Street, Holyoke MA 01040

Contact Name Christian Carde Guzman Address (if other) _____

Contact Phone (787) 221-9075 Fax # _____

Name of Applicant: _____
(if different from owner)

Address: _____

Phone: _____ Fax # _____

Name of Engineer/Surveyor/Sign Company: _____
(if applicable)

Address: _____ Phone _____

Name of Project: Driveway construction

Deed of Property Recorded in Hampden County Registry of Deeds: Holyoke Assessor Map Reference:

Book: 25766 Page: 515

Map _____ Block _____ Parcel _____

Property Address: 203 West Franklin Street, Holyoke, MA

Pursuant to Chapter 40A of the General Laws of the Commonwealth of Massachusetts and the Holyoke Zoning Ordinance, application is hereby made to the Holyoke City Council to do the following: _____

Grant approval for the construction of a driveway as illustrated in the application.

Will any other permits or variances be required? If so, please list and indicate if they have been applied for or obtained.

APPLICANT (please print)

SIGNATURE OF APPLICANT

Christian Carde Guzman
OWNER (or LEGAL COUNSEL)

[Signature]
SIGNATURE OF OWNER (or LEGAL COUNSEL)

536 DWIGHT STREET, ROOM 2 □ HOLYOKE, MASSACHUSETTS 01040-5086
PHONE: (413) 322-5520 □ FAX: (413) 322-5521 □ E-MAIL: CLERKS@HOLYOKE.ORG

Birthplace of Volleyball



City of Holyoke
Engineering Department

Board of Public Works
Department of Public Works

APPLICATION FOR DRIVEWAY PERMIT

Please read and complete this entire form.

PURPOSE AND INTENT

In order to protect the health, safety and welfare of the citizens of Holyoke and to avoid unnecessary expense to the private property owner and to the public, a driveway plan shall be submitted to the City Engineer for approval before any driveway construction starts.

The City relies upon information found in this application; therefore, you are encouraged to consult with a licensed surveyor to verify lot lines and other information. If the driveway is not constructed in compliance with required parameters or in violation of this application or other zoning regulation provisions, you may be required to move or remove the driveway and cease the proposed use.

Approval by other City Departments may be required to construct a driveway; including the Conservation Commission, Building Department and Planning Board. It is the sole responsibility of the Owner and your Contractor to confirm all permit requirements and to obtain all approved applicable permits before commencing construction.

To be completed by Owner and Contractor

The undersigned, owner of property located at 203 W Franklin Street, Holyoke MA 01040

_____ respectfully ask that a Driveway be allowed for access to:

- ☒ X A. Single Family Residence
☐ B. Residential – Two or Three Families
☐ C. Apartments: Minor Commercial or Industrial
☐ D. Major Commercial or Industrial

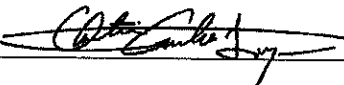
Said Owner and Contractor agree for themselves, their successors and assigns, the Driveway** shall be 10 feet in width at the property line and shall be located 13 feet in distance from the property side lines. The Owner and or Contractor shall comply in all respects to the Driveway Standards issued by the City Engineer and all requirements established by the applicable City Departments. The Owner and Contractor also agree for themselves, their successors and assigns, to save and hold harmless the City of Holyoke and its employees against all loss, cost, damage, expense, claim or demand and from all liability by reason of the construction, maintenance or use of said driveway.

**** Sketch a plan and profile of the driveway location on page 5 of this application.**

1. Owner: Christian Carde Guzman

2. Mailing Address: 203 W Franklin Street, Holyoke MA 01040
3. Phone # _____ Cell # (787) 221-9075
4. Site Address: 203 W Franklin Street, Holyoke MA 01040
5. Driveway Contractor CMJ Paving & Landscaping INC
6. Contractor Contact John Michalewicz
7. Contractor Phone #: (413) 726-5090 Cell # _____
8. Existing Sidewalk Material: Asphalt _____ Concrete _____
9. New Driveway Material: Asphalt X Concrete _____ Gravel _____
10. A driveway plan and profile (if a profile is required by the City Engineer) of the driveway and its proposed location must be attached with this permit application.

CERTIFICATION: The undersigned certify under penalties of perjury that the information found in the application and driveway plan is true and accurate to the best of their knowledge. The undersigned also acknowledge that they have read and understand the City of Holyoke Driveway Construction Standards and applicable City Engineering Standards and Specifications.

Signature of Owner:  Date June 12, 2025

Signature of Contractor:  Date June 12, 2025

PERMIT APPROVAL

This permit shall be granted to proceed in accordance with this application and sketch site plan as approved. Any deviation from these standards shall be allowed only by written permission of the City Engineer or Designated Representative.

Driveway Permit reviewed and _____ Approved _____ Disapproved

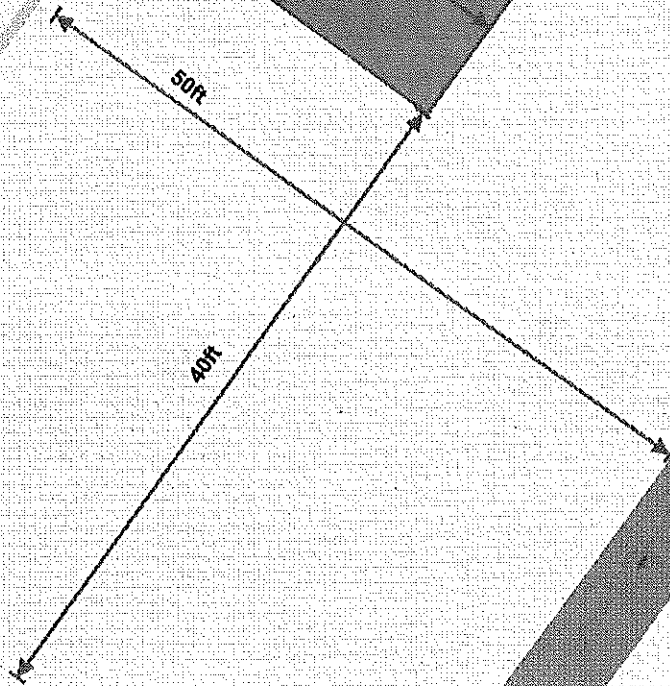
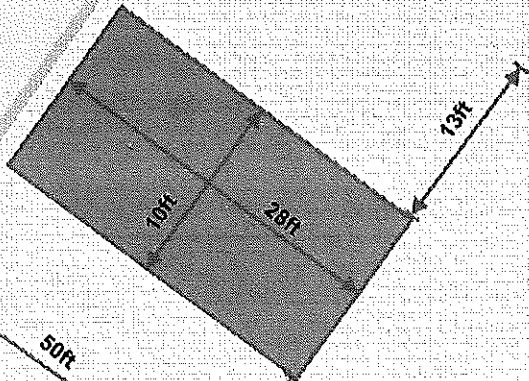
City Engineer or Designated Representative

Date

DRIVEWAY PLAN

28'x10' driveway, 8"hard pack base, with a 3" of bituminous concrete.

203



Linden St

Linden St

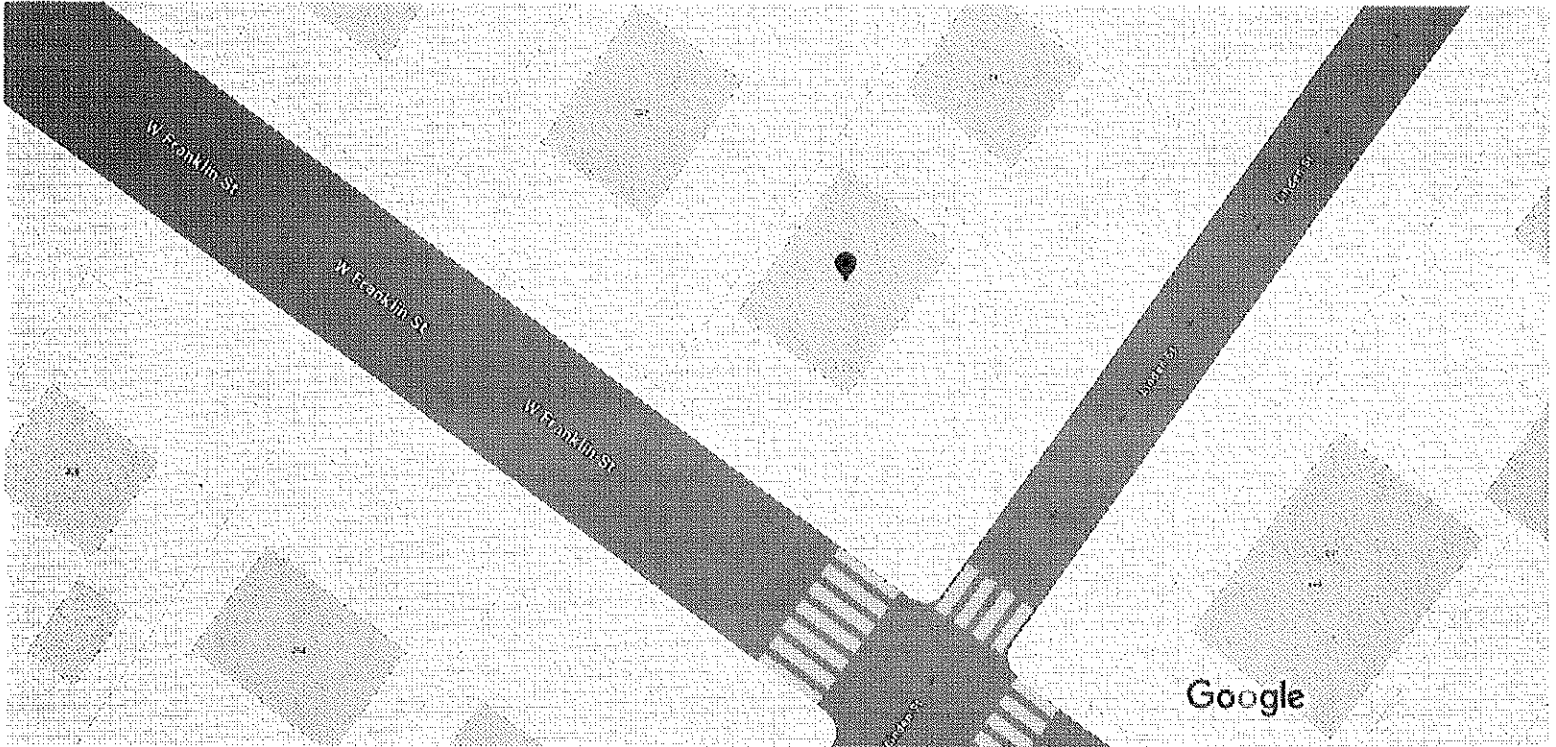
Sewer gate

Linden St

203 W Franklin St

Proposed Driveway 28'x10', 8" hard pack base, and 3" bituminous concrete.

Google Maps



Map data ©2025 Google 20 ft



Home

Building



Directions



Save



Nearby



Send to
phone



Share



203 W Franklin St, Holyoke, MA 01040

Photos





Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 6/27/25

In accordance with Section 82-3 of the City Ordinance, specifically:

(c) In addition to the requirements of [M.G.L.] c. 40 § 57, every city board, department, authority, or commission issuing licenses or permits in the city shall certify with the Tax Collector and the Treasurer that all taxes, fees, and assessments are current, prior to issuing any license or permit, and that all tax agreements are being complied with.

Please bring this form to City Hall and obtain each signature as required below or mail the form to the Tax Collector's Office with a stamped, self-addressed envelope. Please do not submit a Business Certificate application to the City Clerk's Office prior to completing Form A.

I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

Current	Type
<u>✓</u>	Real Estate
<u>N/A</u>	Personal Property
<u>N/A</u>	Excise
<u>N/A</u>	Payment Plan

Comments:

Applicant:

Christian Corde Gorman

Address:

203 W Franklin St. Holyoke 01040

Property Owner:

Christian Corde Gorman

Respectfully,

Laura Wilson

Tax Collector
413.322.5530

Rory Casey
City Treasurer
413.322.5560



Special Permit Application Information

RECEIVED
JUN 27 2025
Holyoke City Clerk's
Holyoke, MA

The following must be provided at the time of application:

- ☐ Completed application and non-refundable fee
- ☒ Letter from Treasurer and Tax Collector stating that the person(s) and property(s) named herein have no uncollected taxes, fines, and fees or other charges owing to the City of Holyoke.

N/A (If applicable) If applicant is not the owner of the property, a letter from the owner of the property acknowledging that they are aware of, and are in support of, the Special Permit request

Additional Information:

- ☐ The applicant is responsible for paying the cost of advertising the public hearing
- ☐ All Special Permits are subject to a 20 day appeal period. Therefore, after the full City Council votes on the Special Permit the 20 day appeal period begins. (According to MGL Ch. 40A, Sec. 11: A special permit...shall not take effect until a copy of the decision bearing the certification of the city or town clerk that 20 days have elapsed after the decision has been filed in the office of the city or town clerk and either that no appeal has been filed or the appeal has been filed within such time...is recorded in the registry of deeds for the county and district in which the land is located and indexed in the grantor index under the name of the owner of record or is recorded and noted on the owner's certificate of title. After Special Permit has been approved favorably by the full City Council)
- ☐ (After the 20 day appeal period is over) applicant must record the Special Permit at the Hampden County Registry of Deeds.
- ☐ After receiving a special permit from the city council, and recording it with the Registry of Deeds, any other necessary business permits and/or licenses must be obtained.

536 DWIGHT STREET, ROOM 2 • HOLYOKE, MASSACHUSETTS 01040-5086
PHONE: (413) 322-5520 • FAX: (413) 322-5521 • E-MAIL: clerks@holyoke.org
Birthplace of Volleyball

HOLYOKE CITY COUNCIL STREET VENDOR LICENSE APPLICATION

DATE: 6/20/25

NAME OF APPLICANT: Paul Montes

ADDRESS OF APPLICANT: 33 Mountainview St Springfield, MA

APPLICANT PHONE NUMBER/EMAIL: 413 686 7796

EXPLANATION OF BUSINESS TYPE/PRODUCT TO BE SOLD:

Hot Dog Carts
Items to be sold: Beef Hot Dogs, Chips, Sides

LOCATION OF CART/FOOD TRUCK:

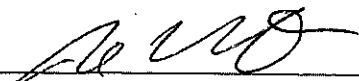
Hight St. Between Sergeant and Cabot St.

Please note that this application must be filed with the Clerk's Office and must be turned in with relevant Street Vendor applications from the Board of Health and the Department of Public Works.

RECEIVED

JUN 20 2025

Holyoke City Clerk's
Holyoke, MA


APPLICANT'S SIGNATURE

536 Dwight St. Room 10 HOLYOKE MASSACHUSETTS 01040-5086
PHONE: (413) 322-5525 E-MAIL: allenr@holyoke.org



City of HOLYOKE
DEPARTMENT OF PUBLIC WORKS
63 CANAL STREET HOLYOKE MA. 01040
PERMIT APPLICATION

APPLICATION FOR PERMIT TO OCCUPY OR OBSTRUCT THE PUBLIC WAY

This application must be completed in its entirety prior to the time of submittal. It is the responsibility of the applicant to provide all pertinent information required herein.

Application Date: 4/30/25

Name of Applicant: Paul Montes

Applicant Address: 33 Mountainview st Sp6/H. MA

Applicant Email Address: montesr1979@yahoo.com

Applicant Phone #: 413 686 7796

Applicant Cell Phone #: Same above

Organization/Business Name: Hot dog truck

Organization/Business Phone: 413 686 7796

Organization/Business Address: _____

Location of Occupancy/Obstruction: _____

Street #: 113 Sargent St. Street Name: ~~Sargent St~~ High Street Between Sargeant & Cabot

Estimated Dates of Occupancy: _____

From: Mondays To: Saturday

Reason for Occupancy/Obstruction: _____ Choose an Item

If Other, Please Explain: I have a Hot dog Cert and looking for specific location to Station, I am finishing my permits and need from DPW. authorization to give city application, thanks.

APPLICABLE SPECIFICATIONS:

1. Applicant agrees to take responsibility for any and all claims that may be made against the City of Holyoke, or it's agency, for damages which may be occasioned during the period of occupancy.
2. All necessary precautions must be taken to ensure the safety of the pedestrian and motoring public, including the establishment of a "temporary" walkway should the sidewalk be affected.
3. Applicant is responsible for any and all traffic control and police protection if required.

(Contact Holyoke Police Department, Traffic Bureau @ 413-536-6431)

Affirmation

I have read the attached and hereby agree to comply strictly with the terms of this permit and indemnify the City of Holyoke and its agents from all loss, cost or reason of such occupancy. I the undersigned hereby certifies that I have read and examined this application and that the proposed occupancy/obstruction is accurately represented in the statements made in this application. I understand that the occupancy/obstruction shall be executed in accordance with the terms and conditions of said permit and all applicable laws in effect. I understand that deviations from the approved permit requirements shall result in immediate revocation of the permit and require immediate restoration of occupied area to pre-occupancy conditions.

SIGNED BY: _____

(Applicant)

DPW USE ONLY		PAID
Certificate of Insurance Required:	☒ Yes ☐ No	
Certificate of Insurance Received:	☐ Yes ☐ No	DEPT. OF PUBLIC WORKS
Permit Fee \$	150	
Permit Fee Received:	☐ No ☒ Yes	Date received 05/27/25
☒ Cash	☐ Check	Check # _____
Application Fee Received By:	Initials	
Permit Status:	☒ Approved ☐ Denied	Expiration Date: 6/27/25
APPROVED:	7 MEZ	Date: 5/25/25

NOTICE: THIS PERMIT IS VALID FOR THIRTY (30) DAYS FROM DATE OF ISSUANCE UNLESS IT SPECIFICALLY PROVIDES OTHERWISE. A COPY OF THIS PERMIT MUST BE MADE AVAILABLE AT THE SITE DURING THE OCCUPANCY/OBSTRUCTION.



Timothy M. Rivers
Director

City of Holyoke
Board of Health
City Hall Annex, Room 306
Holyoke, MA 01040
Tel 413-322-5595
Fax 413-322-5596

Mobile Food Permit Application

APPLICATIONS MUST BE SUBMITTED TO OUR OFFICE NO LESS THAN 30 DAYS BEFORE OPENING DATE
PLEASE SUBMIT ALL REQUESTED PAPERWORK. INCOMPLETE APPLICATIONS WILL BE RETURNED.
NO PERMITS WILL BE ISSUED IF TAXES ARE OWED.

Food Permits Expire June 30 of each year.

Name of Establishment Montes Hot Dogs Date 4/30/25
Owner's/Applicant's Name Raul Montes SSN XXX-XX-2426
(If corporation, please list name of contact person)
Owner's/Applicant's Address 33 Mountainview St. Springfield, MA
Telephone 413 686 7796 Emergency Tel. 860 550-2394
Fax _____ Email montes1979@yahoo.com
Person Responsible for Daily Operations Raul Montes Telephone 413 686 7796

Please Enclose current copies of:

☐ Food Safety Manager Certification ☒ Food Allergen Awareness Certification

ESTABLISHMENT TYPE (Check all that Apply) ----- **MOBILE FOOD FEE \$100.00** -----

☐ Vehicle with Roof (Truck, Van, etc.) ☐ Tables, Tents, Umbrellas & Equipment
☒ Mobile Food Cart with Umbrella ☐ Other (Describe) _____
☒ Vehicle has a self-contained Refrigeration Unit

IS YOUR UNIT STATIONARY?

☒ If Yes; please specify location/address _____
☐ NO

IF YOUR UNIT ROTATES PLEASE PROVIDE A COPY OF YOUR HAWKERS/PEDDLERS LICENSE?

Please List Foods Sold Hot dogs, chips, sodas

Means of handwashing Food truck has sink

Name and address of food source(s): Restaurant Depot, 123 1st Ave, Chicopee, MA
Costco, 119 Dagget Dr. West Springfield, MA

I, the undersigned, attest to the accuracy of the information provided in this application and I affirm that the food establishment operation will comply with 105 CMR 590.000 and all other applicable law. I have been instructed by the Board of Health on how to obtain copies of 105 CMR 590.000 and the Federal Food Code.

Signature of Permit Holder: [Signature] Date 4/30/25

Pursuant to MGL Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state taxes required under law.

Signature of Corporate Representative (i.e. President, CFO, COO): _____ Date _____

For Office Use Only-Make all checks payable to the City of Holyoke-HLT 05					
Date Received	Amount Received	Check No.	Received by:	Customer #:	Invoice #:



Co-Work Kitchen Rental Agreement

Please read this document and the attached terms and conditions in detail before signing.

This Rental Agreement shall serve as a contract between Nuestras Raíces Inc., and Raul Montes DBA Montes Hot Dogs according to the attached Terms and Conditions.

The following space(s) is/are made available to The Renter for the purpose of:

Hot Dog Cart

1. Space: The Renter will make use of the following Nuestras Raíces Inc. Kitchen space(s) on the dates and time listed under "Schedule and Access" below.

Back Kitchen	Tenant Equipment
Food prep stations	
Refrigeration	
Dishwasher	
Metal Shelving	
Equipment:	
Vitamix blender	
Small wares	

Number of people using the kitchen (maximum of 6): 2

"Note: included in rental fee are Trash removal, Gray water mgt./mitigation, Kitchen equipment service & maintenance, and equipment for cleaning and sanitation.

Not included in fees: Towels, Aprons, Hair nets, cooking ware.

No peanut oil can be brought into or used in the Nuestras Raices Inc. Kitchen!

Outside equipment beyond knives must be approved by Nuestras Raices Inc. Kitchen staff and listed on this contract.

2. Schedule and Access: The following space(s) is/are made available to The Schedule and Access: The space will be open between the following days: **Monday to Saturdays 6:00am to 10:00Pm.** A key to the building will be granted at the time of signing. The key must be kept in a safe place and returned to Nuestras Raices Staff at the end of the contract. *If a tenant loses the key, he or she must notify NR staff as soon as possible*

RECEIPT

No. 760483

DATE 6-20-25

FROM Monte's hot dogs

One Hundred & 00/100

\$100 —

☐ FOR RENT

☐ FOR

Cash

DOLLARS

mobile food truck

ACCT.

PAID

DUE

100

☐ CASH

☒ CHECK

☐ MONEY ORDER

☐ CREDIT CARD

FROM

TO

BY

SB

A-1152
T-4161

Application for a Special Permit for Home Occupation (Appendix A Zoning 4.8.2)

RECEIVED

JUL 25 2025

I hereby apply for a special permit for:

Street & Number 1 Meadow St

Property Owner Kristin Fontaine Telephone 413 888 7774 Holyoke City Clerk's Office Holyoke, MA

(**if you are not the property owner, you must obtain a letter from the property owner allowing you to conduct a business at their property)

Present Zone DR Map and Parcel 081-00-012

Book and Page ~~0010000000~~ 23832 page 304

Type of Business (purpose of which premises is to be used) Cottage Kitchen
Bake Bread

Expected customer traffic flow may 10 people

Hours of operation Sat 12-4 pick up breads

Number of deliveries —

Signage —

Name of business Sweet Baby Rues Sourdough

Instructions:

1. Obtain letter from tax collector (stating no outstanding taxes are owed to the City)
2. Return application with the tax letter to the Office of the City Clerk
3. An application fee of \$100.00 - check payable to the City Clerk (fee is non-refundable)

Please note:

Once the application is received, the petition will be added to the agenda for the next City Council meeting. Public hearings will be held in order to notify abutters in your area. You will receive notification regarding the public hearing notice and details explaining when and where to place the notice. The fee for publication is at your own expense. If the notice is not published, the hearing cannot be held. You must be present at this meeting.

The fee for said permit, once it is granted is \$100.00 yearly.
For any additional information please review the City of Holyoke Zoning Ordinance.

Signed under the penalties of perjury:

<u>K Fontaine</u>	<u>Kristin Fontaine</u>
Signature of petitioner (the permit will be granted to this person)	Printed Name

1 Meadow St Holyoke ma 01040 (413) 888-7744
Address and telephone number of petitioner

I also state that I have received a copy of Chapter 4.8.2 of Appendix A

Office use only ~ \$100.00 Application fee paid ✓
Letter from Collector of Taxes ✓
Letter from Treasurers ✓

rev. 05/20/2013



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 7/25/25

In accordance with Section 82-3 of the City Ordinance, specifically:

(c) In addition to the requirements of [M.G.L.] c. 40 § 57, every city board, department, authority, or commission issuing licenses or permits in the city shall certify with the Tax Collector and the Treasurer that all taxes, fees, and assessments are current, prior to issuing any license or permit, and that all tax agreements are being complied with.

Please bring this form to City Hall and obtain each signature as required below or mail the form to the Tax Collector's Office with a stamped, self-addressed envelope. Please do not submit a Business Certificate application to the City Clerk's Office prior to completing Form A.

I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

Current	Type
☒	Real Estate
☐ n/a	Personal Property
☒	Excise
☐ n/a	Payment Plan

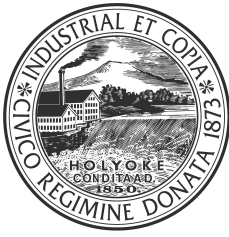
Comments:

Applicant: Kristin Fontaine
Address: 1 Meadow St Holyoke Ma.
Property Owner: Kristin Fontaine

Respectfully,

Laura Wilson
Tax Collector
413.322.5530

Rory Casey
City Treasurer
413.322.5560



Mayor Joshua A. Garcia

Victoria A. Houle
Assistant City Engineer

City of Holyoke

Department of Public Works

July 29, 2025

Holyoke City Council
Holyoke City Hall
536 Dwight St, Room 10
Holyoke, MA 01040

Subject: Holyoke Code of Ordinance Updates
MassDOT All-Way Stop Control (ASWC) Program

Dear Councilors:

The Massachusetts Department of Transportation (MassDOT) has recently conducted warrant analyses at various high accident roadway intersections within the City and has recommended the implementation of all-way stop control at the intersections listed below. Additionally, MassDOT has agreed to pay for sign materials associated with the recommended changes provided the City provided the labor for installation. As such, the Holyoke Department of Public Works is requesting City Council approval of the attached list of updates to Holyoke's Code of Ordinances Chapter 86 Schedule IV: Stop Streets.

List of intersections for proposed all-way stop control implementation:

- Appleton Street at Elm Street
- Cabot Street at Nick Cosmos Way
- Dwight Street at Pine Street
- Sargeant Street at Commercial Street
- Sargeant Street at Elm Street
- Sargeant Street at Sycamore Street
- West Franklin Street at Linden Street

Detailed list of changes to Chapter 86 Schedule IV: Stop Streets are attached and please let me know if you have any questions.

Regards,

Victoria Houle, Assistant City Engineer

c: Mary Monahan, Interim Director of Public Works
Jeffrey Anderson-Burgos, Administrative Assistant to the City Council
Mayor Joshua Garcia

Sec. 86-325. - Schedule IV: Stop streets

DELETE:

Street Stopped	Direction of Travel	Intersection
Elm St. ¹	Northerly and Southerly	Appleton St.

¹Code of Ordinance lists both directions although Elm St. is one-way in the southbound direction. Recommendation is to correct Ordinance language.

ADD:

Street Stopped	Direction of Travel	Intersection
Appleton St.	Easterly and Westerly	Elm St.
Cabot St.	Easterly and Westerly	Nick Cosmos Way
Dwight St.	Easterly and Westerly	Pine St.
Elm St.	Southerly	Appleton St.
Sargeant St.	Easterly and Westerly	Commercial St.
Sargeant St.	Easterly and Westerly	Elm St.
Sargeant St.	Easterly and Westerly	Sycamore St.
W. Franklin St.	Easterly and Westerly	Linden St.



Mayor Joshua A. Garcia

Victoria A. Houle
Assistant City Engineer

City of Holyoke

Department of Public Works

July 29, 2025

Holyoke City Council
Holyoke City Hall
536 Dwight St, Room 10
Holyoke, MA 01040

Subject: Holyoke Code of Ordinance Updates
Resurfacing and Related Work on Cabot Street and Race Street (City Center Connector)
State Project #609065"

Dear Councilors:

The proposed City Center Connector Project is scheduled for project advertisement for bids this August with construction starting as early as winter 2025. As such, a review of the project plans as it relates to parking restrictions and other traffic control has been completed such that the various traffic schedules contained in Holyoke Code of Ordinances Chapter 86 Article IX may be accurately updated to reflect new conditions. The following is a list of both existing Order entries which appear in the online Municode publication of Holyoke's Code of Ordinances which require deletion as well as a list of new entries which align with the upcoming plan for modifications associated with the City Center Connector project.

Changes required are attached and please let me know if you have any questions.

Regards,

Victoria Houle, Assistant City Engineer

c: Mary Monahan, Interim Director of Public Works
Jeffrey Anderson-Burgos, Administrative Assistant to the City Council
Mayor Joshua Garcia

Sec. 86-321. - Schedule I: Parking.

DELETE:

Location	Side	From	To	Type Parking
Cabot St.		Point in front of 87 Cabot St.	Point 45 feet westerly	15-minute parking 8:00 a.m. to 6:00 p.m. Monday through Saturday
Cabot St.	Both sides	Canal St.	Race St.	Two-hour parking Monday through Saturday 9:00 a.m. to 5:00 p.m.
Cabot St.	Northerly	Westerly side line of South Canal St.	Point 89 feet westerly	No parking any time
Cabot St.	Northerly	Main St.	A point 133 feet easterly	No parking
Cabot St.	Northerly	Main St.	A point 133 feet westerly	No parking
Cabot St.	Southerly	Main St.	A point 25 feet easterly	No parking
Cabot St.	Southerly	Main St.	A point 133 feet westerly	No parking
Cabot St.	Southerly	A point 37 feet east of Main St.	A point 66 feet farther east	Two-hour parking from 9:00 a.m. to 5:00 p.m. Monday— Saturday only
Cabot St.	Southerly	The westerly curbline of Clemente St.	A point 74 feet westerly	No parking any time
Cabot St.	Southerly	Clemente St.	East St.	No parking 6:00 a.m. to 12:00 noon except Sunday

Location	Side	From	To	Type Parking
Cabot St.	South	A point 300 feet west of S. Canal St.	A point 60 feet further westerly	30-minute parking 6:00 a.m. to 2:00 p.m.
Cabot St.	South	A point 37 feet east of Main St.	A point 66 feet further east	(3) 30-minute parking 8:00 a.m.—5:00 p.m. Monday—Friday
Race St.	Easterly	Cabot St.	Point 35 feet southerly	No parking any time
Race St.	Easterly	Point 20 feet south of Appleton St.	Point 25 feet southerly	No parking any time
Race St.	Easterly	A point 89 feet northerly of the northeasterly corner of Race and Spring Sts.	A point 91 feet northerly	No parking 7:00 a.m. to 6:00 p.m. Monday through Friday
Race St.	Easterly	A point 150 feet southerly of Appleton St.	A point 80 feet further southerly	No parking except to load or unload
Race St.	East	A point 20 feet south of Cabot St.	A point 18 feet farther south	No parking Tuesday through Wednesday 9:00 a.m. to 2:00 p.m. loading zone
Race St.	East	A point 26 feet north of Cabot St.	A point 42 feet farther north	Handicap parking only (two spaces)
Race St.	Westerly	Cabot St.	Point 40 feet northerly	No parking any time
Race St.	Westerly	Cabot St.	Point 50 feet northerly	No parking

End of Sec. 86-321. - Schedule I: Parking deletions.

Sec. 86-321. - Schedule I: Parking.

ADD:

Location	Side	From	To	Type Parking
Cabot St.	Southerly	A point 84 feet east of Race St.	A point 63 feet farther east	No parking any time
Cabot St.	Northerly	A point 84 feet east of Race St.	A point 63 feet farther east	No parking any time
Cabot St.	Southerly	A point 67 feet west of Main St.	A point 25 feet farther west	Handicap parking
Cabot St.	Southerly	A point 46 feet east of Main St.	A point 40 feet farther east	4-hr parking between the hours of 9 AM and 5 PM
Cabot St.	Southerly	A point 46 feet east of Main St.	A point 40 feet farther east	No parking between the hours of 2 AM and 7 AM
Cabot St.	Southerly	A point 86 feet east of Main St.	A point 68 farther east	No parking any time
Cabot St.	Northerly	Main St.	Clemente St.	No parking anytime
Cabot St.	Southerly	Clemente St	S. East St.	4-hr parking between the hours of 9 AM and 5 PM
Cabot St.	Southerly	Clemente St.	S. East St.	No parking between the hours of 2 AM and 7 AM
Cabot St.	Northerly	Clemente St.	A point 136 feet farther east	No parking anytime

Location	Side	From	To	Type Parking
Cabot St.	Northerly	S. East St.	A point 127 feet father west	4-hr parking between the hours of 9 AM and 5 PM
Cabot St.	Northerly	S. East St.	A point 127 feet father west	No parking between the hours of 2 AM and 7 AM
Cabot St.	Southerly	A point 60 feet east of S. East St	A point 74 feet farther east	No parking anytime
Cabot St.	Northerly	A point 48 feet east of S. East St.	A point 40 feet farther east	4-hr parking between the hours of 9 AM and 5 PM
Cabot St.	Northerly	A point 48 feet east of S. East St.	A point 40 feet farther east	No parking between the hours of 2 AM and 7 AM
Cabot St.	Northerly	A point 88 feet east of S. East St.	A point 50 feet farther east	No parking anytime
Cabot St.	Southerly	A point 49 feet west of S. Bridge St.	A point 25 feet farther west	Handicap parking
Cabot St.	Southerly	S. Bridge St.	A point 74 feet farther east	No parking anytime
Cabot St.	Southerly	A point 118 feet east of S. Bridge St.	S. Summer St.	No parking anytime
Cabot St.	Northerly	S. Bridge St.	A point 35 feet farther east	No parking anytime

Location	Side	From	To	Type Parking
Cabot St.	Northerly	A point 35 feet east of S. Bridge St.	A point 84 feet farther east	4-hr parking between the hours of 9 AM and 5 PM
Cabot St.	Northerly	A point 35 feet east of S. Bridge St.	A point 84 feet farther east	No parking between the hours of 2 AM and 7 AM
Cabot St.	Northerly	A point 119 feet east of S. Bridge St.	A point 40 feet farther east	No parking anytime
Cabot St.	Northerly	A point 50 ft west of S. Summer St.	A point 62 feet farther west	4-hr parking between the hours of 9 AM and 5 PM
Cabot St.	Northerly	A point 50 ft west of S. Summer St.	A point 62 feet farther west	No parking between the hours of 2 AM and 7 AM
Cabot St.	Northerly	S. Summer St.	S. Canal St.	No parking anytime
Cabot St.	Southerly	A point 35 feet east of S. Summer St.	A point 22 feet farther east	Handicap parking
Cabot St.	Southerly	A point 57 feet east of S. Summer St.	A point 38 feet farther east	No parking anytime
Cabot St.	Southerly	A point 117 feet east of S. Summer St.	A point 38 feet farther east	No parking anytime
Cabot St.	Southerly	S. Canal St	A point 100 feet farther west	No parking anytime

Location	Side	From	To	Type Parking
Cabot St.	Northerly	S. Canal St.	Middle Water St.	No parking anytime
Cabot St.	Southerly	S. Canal St.	Middle Water St.	No parking anytime
Race St.	Easterly	A point 50 feet north of Cabot St	A point 25 feet farther north	Handicap parking
Race St.	Easterly	A point 75 feet north of Cabot St	A point 68 feet farther north	No parking any time
Race St.	Easterly	A point 209 feet north of Cabot St.	A point 106 feet farther north	No parking anytime
Race St.	Easterly	A point 80 feet south of Spring St.	A point 25 feet farther south	Handicap parking
Race St.	Easterly	Spring St.	A point 80 feet farther south	No parking anytime
Race St.	Easterly	A point 72 feet north of Spring St.	A point 92 feet farther north	No parking anytime
Race St.	Easterly	A point 114 feet north of Spring St.	A point 52 feet farther north	No parking anytime
Race St.	Westerly	A point 60 feet north of Spring St.	A point 25 feet farther north	Handicap parking

End of Sec. 86-321. - Schedule I: Parking additions.

Sec. 86-325. - Schedule IV: Stop streets

ADD:

Street Stopped	Direction of Travel	Intersection
Cabot St.*	Northerly and Southerly	Main St.
Main St.*	Easterly and Westerly	Cabot St.
S. Bridge St.*	Northerly	Cabot St.
Spring St.*	Westerly	Race St.

*Stop condition currently exists but missing from current list of stop streets.

Sec. 86-326. - Schedule V: Bus stops.

DELETE:

Location	Side	From	To: Point
Cabot St.	Southerly	Main St.	50 feet westerly
Cabot St.	Southerly	20 feet easterly of Clemente St.	50 feet easterly
Cabot St.	Southerly	South Bridge St.	50 feet easterly
Cabot St.	Northerly	South Bridge St.	50 feet westerly
Cabot St.	Southerly	Canal St.	50 feet easterly
Cabot St.	Northerly	Canal St.	50 feet westerly

ADD:

Location	Side	From	To: Point
Cabot St.	Northerly	A point 32 feet west of Main St.	A point 23 feet farther west
Cabot St.	Southerly	A point 32 feet westerly of Main St.	A point 35 feet farther west
Cabot St.	Southerly	A point 60 feet east of S. East St.	A point 25 feet farther east
Cabot St.	Northerly	A point 138 feet east of S. East St.	A point 35 feet farther east
Cabot St.	Southerly	A point 43 feet west of S. Summer St.	A point 35 feet farther west
Cabot St.	Northerly	A point 42 feet west of S. Canal St.	A point 40 feet farther west

Sec. 86-331. - [Schedule VIII:] Lane control signs and street markings

ADD:

Location	Direction of Approach	Direction of Turn
Cabot St. at Main St.	Northerly	Right lane must turn right
S. Canal St. at Cabot St.	Easterly	Left lane must turn left
N. Canal St. at Cabot St.	Westerly	Left lane must turn left

Sec. 86-334. - Schedule XI: Bicycle lanes. (Bicycles only)

ADD:

Location	Side	From	To	Direction of travel
Cabot St.	North	Race St.	Middle Water St.	Northerly
Cabot St.	South	Race St.	Middle Water St.	Southerly

Request for Appropriation Transfer Between Classifications

Date 07/30/2025

Personal Services **X** **Expenses** **X** **Capital Outlay**_____

[illegible]Reason for request: To Cover Inspectional Services costs for Inspector who is out on disability

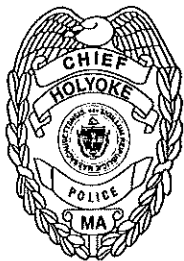
Head of Department

Mayor  

CHIEF INSP OF WIRES BULLOUGH
12401-51103

7/1 TO 8/11/2025
29 DAYS
284.31 DAILY RATE
8,244.99
9,342.11

AVAILABLE 75,302.00
74,204.88
1,097.12



HOLYOKE POLICE DEPARTMENT CORRESPONDENCE

TO: Mayor Garcia

FROM: Brian Keenan Chief of Police

DATE: 07/21/2025

Dear Mayor Garcia,

I am pleased to inform you that the Holyoke Police Department has been awarded funding through the Massachusetts Safe and Successful Youth Initiative (SSYI) grant program. The city's award is in the amount of \$709,700. This is a **no-match grant**, requiring no financial contribution from the City.

At this time, we respectfully request your acceptance of this award, as well as the City Council's approval. Additionally, we ask that a new fund number be generated for proper accounting and financial tracking purposes.

Please let me know if any further information is needed to facilitate this process.

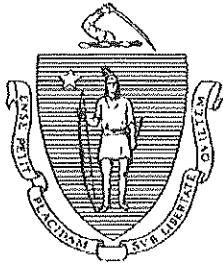
Respectfully,

A handwritten signature in cursive script, appearing to read "Chief B. Keenan", is written over a horizontal line.

Brian Keenan Chief of Police
Holyoke Police Department

A handwritten signature in cursive script, appearing to read "Joshua Garcia", is written over a horizontal line.

Joshua Garcia
Mayor, City of Holyoke



EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
COMMONWEALTH OF MASSACHUSETTS
ONE ASHBURTON PLACE, BOSTON, MA 02108

Tel: (617) 573-1600
Fax: (617) 573-1891
www.mass.gov.eohhs

MAURA T. HEALEY
GOVERNOR

KATHLEEN E. WALSH
SECRETARY

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

VIA EMAIL: Garciaj@holyoke.org

Mayor Joshua Garcia
City of Holyoke
536 Dwight Street
Holyoke, MA 01040

June 24, 2025

Dear Mayor Joshua Garcia:

On behalf of the Executive Office of Health and Human Services, I am pleased to inform you that the City of Holyoke's proposal, submitted in response to the Grant Application for the Safe and Successful Youth Initiative issued by EOHHS on April 18, 2025, has been selected for funding, subject to successful contract negotiations and execution. Your city's award will be in the amount of **\$709,700** for FY2026.

We look forward to continuing to work with you on this important initiative, and will be in touch with you shortly to schedule a meeting to finalize the contracting process.

Sincerely,

Amy Butcher

Amy Butcher
Procurement Coordinator

COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osc-forms.

CONTRACTOR INFORMATION			COMMONWEALTH INFORMATION		
Contractor Legal Name City of Holyoke		d/b/a	Department Executive Office of Health and Human Services		MMARS Code EHS
Legal Address As entered on Form W-9 or Form W-4 536 Dwight St, Holyoke, MA 01040			Contract Manager Name Glenn Daly		Business Mailing Address One Ashburton Place, 11th Floor, Boston, MA 02108
Contract Manager Name Mayor Joshua Garcia			Billing Address If Different		
Phone (413) 322-5510	Email Garciaj@holyoke.org	Fax	Phone 617-573-1706	Email glenn.daly@mass.gov	Fax
Vendor Code vc 6000192102			MMARS Doc ID(s) CT-EHS-26EHS022CITYOFHOLYKW		
Vendor Code Address ID AD 001 e.g. "AD001". Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.			RFR/Procurement or Other ID Number 25EHSSSYIGRANT		
NEW CONTRACT			CONTRACT AMENDMENT		
Procurement or Exception Type (Check one option only) ☐ Statewide Contract (OSD or an OSD-designated department.) ☐ Collective Purchase (Attach OSD approval, scope, and budget.) ☒ Department Procurement - Includes all Grants 815 CMR 2.00. (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.) ☐ Emergency Contract (Attach justification for emergency, scope, and budget.) ☐ Contract Employee (Attach Employee Status Form, scope, and budget.) ☐ Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.) ☐ Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope, and budget.)			Current Contract End Date PRIOR to Amendment Amendment Amount Or Enter "No Change"		
			Amendment Type (Check one option only. Attach details of amendment changes.) ☐ Amendment to Date, Scope, or Budget (Attach updated scope and budget.) ☐ Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.) ☐ Contract Employee (Attach any updates to scope or budget.) ☐ Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)		
TERMS AND CONDITIONS					
The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding (Check ONE option): ☒ Commonwealth Terms and Conditions ☐ Commonwealth Terms and Conditions for Human and Social Services ☐ Commonwealth IT Terms and Conditions					
COMPENSATION (Check ONE option.)					
The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. ☐ Rate Contract (No Maximum Obligation). (Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) ☒ Maximum Obligation Contract. Total maximum obligation for total duration of this contract (or new total if contract is being amended): \$2,129,100					
PROMPT PAYMENT DISCOUNTS (PPD)					
Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See Prompt Pay Discounts Policy .					
Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within: 10 days % PPD. 15 days % PPD. 20 days % PPD. 30 days % PPD. If PPD percentages are left blank, identify reason: ☐ Statutory/legal ☐ Ready Payments (M.G.L. c. 29, § 23A) ☐ Agree to standard 45-day cycle ☒ Only initial payment					
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT					
Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications. This Grant Agreement provides funding and sets forth the terms and conditions the Grantee shall implement to operate a program under the Safe and Successful Youth Initiative (SSYI).					
SUPPLIER DIVERSITY PROGRAM (SDP) PLAN					
Does the Supplier Diversity Program apply? ☒ YES If YES, the Contractor's annual SDP commitment for this Contract is ☐ NO If NO, and the department is an Executive Department, enter the appropriate exemption: GRANT					
ANTICIPATED START DATE (Complete ONE option only.)					
The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: ☐ 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. ☒ 2. may be incurred as of July 1, 2025, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. ☐ 3. were incurred as of 2020, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.					
CONTRACT END DATE					
Contract performance shall terminate as of June 30, 2028, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.					
CERTIFICATIONS					
Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lowest costs, or a more cost effective Contract.					
AUTHORIZING SIGNATURE FOR THE CONTRACTOR			AUTHORIZING SIGNATURE FOR THE COMMONWEALTH		
Signature and date must be captured at time of signature.			Signature and date must be captured at time of signature.		
Signature	Date		Signature Kathleen E. Walsh	Date	07/02/2025
Print Name Joshua Garcia	Print Title Mayor		Print Name Kathleen Walsh	Print Title Secretary	

GRANT AGREEMENT

BY AND BETWEEN

THE EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES

AND

THE CITY OF HOLYOKE

FOR

THE SAFE AND SUCCESSFUL YOUTH INITIATIVE

This Grant Agreement (Grant Agreement) is by and between the Massachusetts Executive Office of Health and Human Services (EOHHS) and The City of Holyoke (Grantee), with principal offices located at: 536 Dwight St, Holyoke, MA 01040.

WHEREAS, EOHHS issued a Grant Application for the Safe and Successful Youth Initiative (Grant Application) on April 18, 2025, and EOHHS selected the Grantee based on the Grantee's response to the Grant Application submitted on or before the required response date; and

WHEREAS, the Grantee appears qualified and is willing to perform its duties as set forth herein subject to the terms and conditions hereof;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, EOHHS and the Grantee agree as follows:

Table of Contents

Section 1. DEFINITIONS.....	1
Section 2. GRANTEE RESPONSIBILITIES.....	4
Section 2.1 Program Components.....	4
Section 2.2 Program Structure	10
Section 2.3 Other Program Requirements	14
Section 2.4 Reports	17
Section 2.5 Grant Transition Phase and Program Readiness	18
Section 3. EOHHS RESPONSIBILITIES	19
Section 3.1 Oversight and Resources.....	19
Section 3.2 Program Handbook	19
Section 4. PAYMENT	19
Section 4.1 Payment.....	19
Section 4.2 Fiscal Reports.....	21
Section 5. ADDITIONAL REQUIREMENTS.....	21
Section 5.1 Grant Agreement Term.....	21
Section 5.2 Grant Officers	21
Section 5.3 Notification of Administrative Change.....	21
Section 5.4 Assignment	21
Section 5.5 Independent Contractor.....	21
Section 5.6 Statutory Requirements related to Confidentiality	22
Section 5.13 Program Modifications and New Initiatives	25
Section 5.14 Internal Controls	26
Section 5.15 Deliverables and Intellectual Property Rights	27
Section 5.16 No Third-party Enforcement.....	29
Section 5.17 Effect of Invalidity of Clauses	29
Section 5.18 Authorizations.....	30
Section 5.19 Prohibited Activities and Conflict of Interest	30
Section 5.20 Compliance with Laws	30
Section 5.21 Amendments	30
Section 5.22 Counterparts.....	30
Section 5.23 Section Headings	30
Section 5.24 Waiver.....	30
Section 5.25 Record Keeping, Quality Review, Audit, and Inspection of Records	31
Section 5.26 Requirements for Subgrantees	31
Section 5.27 Entire Agreement.....	32
Section 5.28 Responsibility of the Grantee.....	32
Section 5.29 Administrative Procedures Not Covered	32
Section 5.30 Remedies for Poor Performance	33
Section 5.31 Cover.....	33
Section 5.32 Termination.....	33
Section 5.33 Fraud	33
Section 5.34 Restrictions of Use of the Commonwealth Seal	34
Section 5.35 Electronic Funds Transfer.....	34
Section 5.36 Insurance	34

SECTION 1. DEFINITIONS

Behavioral Health Provider Agency – a Program Partner that is responsible for certain Behavioral Health Services. See **Section 2.1.F**.

Behavioral Health Services – a required Program Component. See **Section 2.1.F**.

Case Management – a required Program Component. See **Section 2.1.C**

Case Manager – an individual who provides the services described in **Section 2.1.C**

Client – an Eligible Individual who has completed Intake as described in **Section 2.1.C** and who is enrolled in the Program.

Community Behavioral Health Center (CBHC) – an entity that serves as a hub of coordinated and integrated behavioral health disorder treatment for individuals of all ages, including routine and urgent behavioral health outpatient services, mobile crisis services for adults and youth, and community crisis stabilization services for adults and youth.

Criminal Offender Record Information (CORI) – a record of an individual’s criminal court appearances in the Commonwealth, including arrests, convictions, dismissals, and serious violations.

Criminogenic Need – risk factor domain areas that increase the likelihood that an individual will engage in further crime/aggression. These areas are dynamic (i.e., they can change over time) and they are targets for services. Examples include low levels of education/employment attainment, criminal attitudes and behavior patterns, and negative peer associations.

Critical Incident – an incident involving a Client, Program staff or both, including but not limited to homicide, serious injury, arrest on a serious charge, or Program employee misconduct. See **Section 2.4.K**.

Eligible Individual – an individual who meets the requirements specified in **Section 2.1.A**.

Eligible Municipality – a municipality identified in **Section 1.6** of the Grant Application.

Enrollment – Client participation in the Program, following completion of Intake. See **Section 2.1.C**.

Executive Office of Health and Human Services (EOHHS) – The Executive Office of Health and Human Services (EOHHS) is the largest Secretariat in the Executive Branch with 11 agencies (and partner agencies). EOHHS is responsible for coordinating the service delivery and policy development in the Commonwealth’s health and human service agencies.

Full Implementation Date – the date on which the Program begins providing the full range of services and Program Components under this Grant Agreement. This date is at the discretion of EOHHS but is anticipated to be no longer than 60 days from the Grant Start Date.

Fiscal Year (FY) – the Commonwealth fiscal year, running from July 1- June 30. FY26 is July 1, 2025 – June 30, 2026.

Grant Agreement – This contract executed between the Grantee and EOHHS as a result of the Grant Application process.

Grant Application – The Grant Application for the Safe and Successful Youth Initiative issued by EOHHS.

Grant Start Date – the date on which the Grant Agreement is fully executed, and the Program begins to develop all required services and Program Components under the Grant Agreement and offer some of the required services and Program Components. The Grant Start Date marks the beginning of the Grant Transition Phase.

Grant Transition Phase – the Grant Transition Phase is the period between the Grant Start Date and the Full Implementation Date and is the period in which the Program fully develops standard operating procedures, scales up to the full array of services in all Program Components, and formalizes contracting relationships. EOHHS anticipates this period to be no longer than 60 days.

Grantee – the municipality that enters into this Grant Agreement with EOHHS to implement and carry out the activities and services of the Program in accordance with **Section 2** and that receives payment from EOHHS in accordance with **Section 4**.

Identification – a required Program Component led and conducted by the police. See **Section 2.1.A**.

Individualized Success Plan (ISP) – a plan that the Case Manager and the Client collaboratively develop and implement. The plan includes specific goals and milestones for the Client. See **Section 2.1.C**.

Intake – a process that includes the discussion of Program services with Eligible Individuals and the completion of an intake form, including releases of information, to obtain basic information from Eligible Individuals, as described in **Section 2.1.C**.

Key Performance Indicators (KPI) Reports – a collection of aggregate data from the SSYI database and used by the Program, EOHHS, and EOHHS-designated entities to track the progress of the Grantee, Subgrantees, and Clients toward outcome achievement.

Law Enforcement Lead – an employee of the local police department. The Law Enforcement Lead oversees Program funding, Identification of Eligible Individuals, collaboration with other local law enforcement efforts, and all Program activities coordinated by the Lead Agency. See **Section 2.2.E**.

Lead Agency – a community-based organization under agreement with the Grantee to provide services in accordance with **Section 2.2.B**.

Licensed Clinician – An individual who provides services related to Behavioral Health Services as described in **Section 2.2.F**.

Occupational Training and Employment Services – a required Program Component. See **Section 2.1.E**.

Outreach – a required Program Component. See **Section 2.1.B**.

Performance Target – performance levels specified by EOHHS for each Program Component. Performance Targets may be updated periodically by EOHHS. See **Section 2.3.G**.

Primary Program Location – the primary Program location where Clients receive services. See **Section 2.2.F**.

Program – the collective SSYI services and initiatives described and/or delineated in this Grant Agreement carried out within the Grantee’s community that the Grantee implements, manages, and administers, including by subcontracting with Subgrantees.

Program Component – a group of activities that the Program must provide to Clients either directly or by connecting Clients with external service providers. See **Section 2.1**.

Program Director – At least one-half of an FTE from the Lead Agency that manage all Program activities in coordination with the Law Enforcement Lead. See **Sections 2.2.E**.

Program Location – a Program site where Clients receive services. See **Section 2.2.F**.

Program Overview – an EOHHS form that the Grantee completes that provides an overview of the Program, including a listing of the Law Enforcement Lead, Lead Agency, and Program Partners; Program Locations; and an overview of the Program Components, including projections of the number of Clients to be served. See **Section 2.4.A**.

Program Partner – an organization that provides services to Clients (not including the Lead Agency).

Racial Equity Lens – consideration of the impact of race on the design, development, implementation, payment, and evaluation of services.

Respondent – the Eligible Municipality who submits a Response to the Grant Application.

Response – a Respondent’s response to the Grant Application.

Risk – the likelihood an Individual will commit a new criminal offense/recidivate.

Risk-Needs Assessment – an evidence-based, or evidence-informed assessment instrument, as approved by EOHHS. A preferred instrument includes both dynamic and static risk factors for re-offending and has been validated to predict recidivism (e.g., individuals with higher scores on the assessment are significantly more likely to recidivate than those with lower scores), and is completed by a trained rater.

Safe and Successful Youth Initiative (SSYI) – a comprehensive, interagency strategy and program that connects law enforcement, employment, education, behavioral health, public health, and youth development agencies to reduce youth violence in the Commonwealth.

SSYI Database – the electronic case management system that includes individual-level data on SSYI Clients. The Program uses the SSYI Database to track eligible individuals, program engagement, and activities. The SSYI Database is also the source of the KPI Reports and other data reports.

Subgrantee – any entity with which the Grantee contracts for the purposes of implementing and carrying out the services and activities of the Program, as delineated in this Grant Agreement, including, but not limited to, the Lead Agency, Behavioral Health Provider Agency, and Program Partners. Subgrantees shall also include any entity that subcontracts with the Lead Agency, Behavioral Health Provider Agency, Program Partners, or other Subgrantees for the purposes of the Program.

Transitional (Subsidized) Employment – Client employment placement, for which the employer receives a subsidy from the Program or other external funds to offset some or all of the wages and costs of employing the Client. Lead Agencies and Program Partners may provide Clients with subsidized employment opportunities directly through their own organizations.

Unsubsidized Employment – Client employment placement, for which the employer does not receive a subsidy to cover the wages and costs of employing the Client.

Work Readiness Curriculum – a curriculum that the Program is required to implement as part of the Occupational Training and Employment Services Program Component. See **Section 2.1.E**.

SECTION 2. GRANTEE RESPONSIBILITIES

Unless otherwise approved by EOHHS, the Grantee shall operate its Program in the Grantee's community in accordance with this Section, as follows:

Section 2.1 Program Components

As further directed by EOHHS, the Grantee shall ensure its Program includes all the Program Components set forth in this **Section 2.1**.

A. Identification of Eligible Individuals

The Grantee, through its local police department, shall identify Eligible Individuals for the Program as set forth in the section. Specifically, the Grantee, through its police department, shall:

- A. Identify as Eligible Individuals those who are:
 - a. 17 to 24 (inclusive) years old or is otherwise approved by EOHHS and meet all eligibility requirements described in this **Section 2.1.A**; and
 - b. Known to law enforcement as meeting at least one of the following criteria:
 1. Repeatedly engages in crimes against persons;
 2. Repeatedly engages in weapons violence;
 3. Is in a leadership role in a gang;
 4. Is substantially involved in gang activity or street violence;
 5. Significantly facilitates gang activity or street violence; and
 - c. Are currently residing in the Grantee's community, spends a significant amount of time in the community, or are expected to be released into the community.
- B. Select Eligible Individuals based on relevant data that may include, as permitted by applicable law, CORI, probation records, or other appropriate data. The Grantee's police department shall also consider data that may be provided by EOHHS or an EOHHS-designated entity. In determining eligibility, the Grantee's police department may consider data provided by Lead Agencies, however the Grantee's police department and not the Lead Agency is ultimately responsible for the determination of Eligible Individuals.
- C. Not consider or encourage others to consider identification criteria, as set forth in this Grant Agreement, to be used for other purposes, including court proceedings. Such identification is for Program purposes only.
- D. Enter the Eligible Individual's information in the SSYI Database. The Law Enforcement Lead, in partnership with the Lead Agency, shall review and update the eligibility status of each Eligible Individual at least every six months to remove individuals who no longer meet eligibility criteria and shall add, on an ongoing basis, new individuals who meet eligibility

criteria. Any Eligible Individual being added or removed from the service cohort must be approved by the Law Enforcement Lead.

- E. Not make exceptions to the eligibility criteria set forth in this section without prior written approval from EOHHS.
- F. Account for any changes in eligibility criteria made by EOHHS during the term of the Grant Agreement. EOHHS shall have the option at its sole discretion to modify or remove any eligibility criteria specified in this **Section 2.1.A**, or identify additional eligibility criteria whenever, in the judgment of EOHHS, the goals of the program have been modified or altered in a way that necessitates such changes. In the event that eligibility criteria are changed, EOHHS shall provide written notice of such action to the Grantee and the parties shall negotiate in good faith to implement any such changes.

B. Outreach

The Grantee, through its contract with a Lead Agency or any other Subgrantee that provides Outreach, shall ensure:

- 1. The Program includes a robust Outreach plan to locate and enroll each Eligible Individual into the Program as a Client. As appropriate, Outreach workers from the Lead Agency and/or Program Partners shall also engage with Eligible Individuals' family members or with groups or other individuals who may assist in locating the Eligible Individual.
- 2. Outreach activities are conducted in the community and at detention and correctional facilities.
- 3. Outreach activities are carried out by Outreach workers with an appropriate background and skill sets. Such background and skill sets may include lived experience in the juvenile or adult correctional system, similar cultural or linguistic backgrounds, relationships in the particular community, and skills such as responsiveness, flexibility, and ability to build and maintain trust.
- 4. Outreach activities begin upon Identification and continue throughout the Client's eligibility in the Program.
- 5. All attempted and successful contacts with Eligible Individuals are tracked.

C. Intake, Enrollment and Case Management

The Grantee shall ensure that:

- 1. Intake includes
 - a. Discussion of Program services with Eligible Individuals;
 - b. Completion of an intake form to obtain basic information from Eligible Individuals;
 - c. Assignment to a Case Manager by the Grantee or a Subgrantee; and
 - d. Any other requirements as defined by EOHHS.
- 2. Eligible Individuals are enrolled as Clients once an intake has been completed.
- 3. Case Management includes the following supports:
 - a. Service Planning, that includes:

1. An assessment that identifies the Criminogenic Needs of the Eligible Individual or Client and other issues or concerns of the Eligible Individual or Client; and
 2. An ISP, as further instructed by EOHHS, which shall be based upon the assessment, address the identified Criminogenic Needs to reduce the risk of reoffending/violence, and address the other identified issues and concerns. The ISP shall also include specific goals and milestones for the Client. The Grantee shall ensure the ISP is reviewed by an individual at a supervisory level for adequacy and feasibility.
- b. Service Coordination, that includes:
1. Identification of appropriate services based on the ISP and resources available through external providers or the Program;
 2. Completion of referrals; and
 3. Assistance with access to resources, including personal introductions, participation on phone calls or physically accompanying the Client to a location where the services are available.
- c. Progress Monitoring, that includes:
1. Periodic reviews of Client engagement in the Program;
 2. Periodic contact with Program Partners to provide and receive updates on Client progress;
 3. With Client permission, participation in case conferences or other communications related to the Client;
 4. Reassessment of risk and updates to the ISP, including Client goals and milestones, which shall occur every six months at a minimum; and
 5. A supervisor's review of the ISP, after the completion of every ISP and ISP update, to ensure that it is adequately addressing Clients' Criminogenic Needs and other goals and that it is realistic.
- d. Transition Planning, that includes the following support to Clients at least six months prior to when they are anticipated to no longer meet the Eligible Individual criteria set forth in **Section 2.1.A.**:
1. Identification of Client strengths and skills necessary to maintain and build on the gains made through the Program;
 2. Identification of and assistance with accessing resources outside of SSYI; and
 3. In cases of a Client's relocating, connection to the Program in the Client's new location, if applicable.
4. Case Management services utilize a Client-centric, trauma-informed, strengths-based approach, and aim to promote success, safety, and permanency in the home, school, and community.
 5. Case Management services are provided by one or more Case Managers who have received formal training and annual booster training, including but not limited to training on assessments and ISPs, as further directed by EOHHS.

6. Case Managers encourage Clients to participate in the identification of their strengths and needs and in the development of their goals and desired outcomes, in addition to those identified by the Case Manager.
7. The Grantee and its Subgrantees participate in any EOHHS efforts to improve Case Management workflows and activities.

D. Education

The Grantee, with the Lead Agency and Program Partners, shall ensure its Program connects Clients, with their consent, to educational services or provides educational services as follows:

1. Educational services shall be offered to Clients who have not attained a high school diploma or high school diploma equivalent (e.g., High School Equivalency Test (Hi-SET) or General Educational Development (GED) exam).
2. Educational services shall include:
 - a. Services that support high school or alternative high school enrollment and graduation, or assist with the attainment of Hi-SET or GED qualifications;
 - b. Other educational services, which may include but shall not be limited to special education support, remedial education services, tutoring, after-school and out-of-school programs, customized learning plans, evening classes, study skills trainings, English for Speakers of Other Languages (ESOL) classes, and credit recovery programs;
 - c. Preparation for post-secondary education and post-secondary educational attainment supports (e.g., assistance with college applications, college enrollment, and financial aid application assistance); and
 - d. Connecting Clients to other programs and resources that are available to fund Client participation in educational services and activities, including federal aid and scholarship opportunities.
3. Educational services may include stipends or financial supports to Clients for participation in educational services. Such supports may include, but not be limited to, resources to cover the cost of bus passes, gas cards, books, and training materials.

E. Occupational Training and Employment Services

The Grantee, with the Lead Agency and Program Partners shall ensure its Program includes a tiered occupational training and employment services model, based on the age and needs of Clients, as approved by EOHHS, and connects Clients, with their consent, to such training and services as set forth in this section.

1. The Grantee shall ensure its Program's tiered Occupational Training and Employment Services model includes SSYI and non-SSYI-funded services. The tiers include:
 - a. Work Readiness Curriculum: Programs that aims to develop skills and behaviors required to obtain and maintain entry-level employment. Such skills shall include but will not be limited to reliability, adaptability, communication, cooperation, problem-solving, and initiative. The Work Readiness Curriculum shall be offered in a classroom setting and managed by an instructor with appropriate work readiness experience. The Grantee shall ensure its Program includes a robust Work Readiness Curriculum that is available for all Clients, subject to review and approval by EOHHS.

- b. Occupational training: Programs that address skill deficiencies and enhance the employability of Clients. Such services may include but shall not be limited to classes leading to credentials such as driver's permits, First Aid/CPR, and industry-recognized certifications.
 - c. Subsidized Employment: Transitional Employment placements designed to help Clients gain work readiness, life, and technical skills necessary to successfully obtain and retain Unsubsidized Employment. Services shall also include assistance with determining eligibility for and making connections to Workforce Innovation and Opportunities Act (WIOA) employment and training programs. Subsidized Employment opportunities supported with SSYI funding may be provided for up to 18 months for each Client, or an alternative time frame, as approved by EOHHS.
 - d. Unsubsidized Employment: Identification of and collaboration with employers willing to consider Clients for Unsubsidized Employment; Client coaching and assistance with job applications and preparation for job interviews.
 - e. Support for Clients participating in Subsidized and Unsubsidized Employment: Ongoing support and communication with Clients and their employers, as appropriate, to assist Clients with problem resolution, job retention, and further career planning and skill development needs.
2. The Grantee shall ensure its model includes an orientation for each Client prior to enrollment in Occupational Training and Employment Services, including but not limited to the specifics of each tier (e.g., length of time and expected progression through tiers) and the categories of services provided to Clients.
 3. The Grantee shall ensure Clients participating in Subsidized Employment who have not completed the Work Readiness Curriculum attend Work Readiness Curriculum classes while participating in Subsidized Employment and receive at least two hours of work readiness skills training each week.
 4. The Grantee shall ensure its model includes an appropriate supervision structure for Clients is in place as part of its Occupational Training and Employment Services model, and accurate time and attendance records are maintained for all Clients participating in employment services.
 5. The Grantee shall ensure that, to progress through the tiers, Clients meet the Program's pre-identified benchmarks required for advancement to the next tier or level, except as otherwise specified by EOHHS.
 6. The Grantee shall ensure its model does not allow individual exceptions to the time limits set forth in this section without prior approval from EOHHS.
 7. Financial supports may be provided to Clients as part of the model for participation in employment services. Such supports may include, but not be limited to, resources to cover the cost of bus passes, gas cards, books, training materials, certification fees, work clothes, tools, and equipment. The Grantee shall ensure Clients are also connected to other programs and resources that are available to fund Client participation in employment services.

F. Behavioral Health Services

The Grantee shall ensure its Program includes a model to provide connections to Behavioral Health Services for Clients, with their consent, as set forth in this section.

1. The Grantee shall ensure its Program includes contracts with at least one part-time Licensed Clinician with the appropriate skills and experience to serve Clients.
2. The Grantee shall make best efforts for its Program to include a contract with a Behavioral Health Provider Agency, such as a licensed mental health clinic, a Community Behavioral Health Center, or other behavioral health provider, to provide clinical and administrative supervision or support to the Licensed Clinician. The Licensed Clinician in the section above may, but is not required to be, an employee of the Behavioral Health Provider Agency.
3. The Grantee shall ensure the Licensed Clinician provides the Program with clinical consultation to support Program staff and other Program activities as appropriate.
 - a. The Licensed Clinician may provide clinical services to a Client, or may refer the Client, with their consent, as appropriate for behavioral health services provided by the Behavioral Health Provider Agency or other behavioral health providers.
 - b. With appropriate Client consent and permissions as required by applicable law, the Licensed Clinician may communicate with Program staff to help inform the services provided under the Client's ISP.
 - c. The Grantee shall ensure that the Licensed Clinician ensures all appropriate releases related to the Client are in place.
4. The Grantee shall ensure Clients, with their consent, receive information about and assistance with applying for or accessing behavioral health services as follows. The Grantee, through its Program, shall:
 - a. Identify available coverage of behavioral health services for Clients;
 - b. Determine Clients' insurance status and, for Clients who do not currently have health insurance, work with MassHealth Certified Application Counselors (CACs), eligibility workers at government agencies, insurance company staff, or staff at other relevant organizations to guide Clients through the application, eligibility, and enrollment process for obtaining health insurance;
 - c. Communicate with MassHealth and MassHealth managed care entities' Care Coordinators, Community Support Program (CSP) workers, state agency case managers, private insurers or other service providers, as appropriate, to ensure that Clients receive the full extent of needed services;
 - d. Assist with appointment scheduling and periodically follow up with Clients to ensure continued participation; and
 - e. Ensure the Licensed Clinician participates, with appropriate Client permissions, in case conferences and is available to provide case consultation.
5. The Grantee shall ensure that, where appropriate, Clients are connected to group therapy, including peer support groups, mutual self-help groups, groups that support people with substance use issues, cognitive behavioral supports and other appropriate services provided in a group setting, including services that aim to develop skills such as peace-building, social problem solving, anger management, and communication. The Grantee shall ensure that such group offerings are facilitated by individuals with appropriate training and experience and, where feasible, shall incorporate evidence-based and evidence-informed methods and practices.

6. The Grantee shall ensure its Program's approach to services under this section promotes recovery, resilience, and equitable outcomes through a trauma-informed approach, and an awareness of racial disparities, that creates a place of safety for Clients.
7. Stipends or financial supports may be provided to Clients as part of this model for participation in Behavioral Health Services. Such supports may include, but not be limited to, resources to cover the cost of bus passes and gas cards.

G. Ending a Client's Enrollment in the Program

1. A Grantee may only end a Client's Enrollment in the Program for the following reasons:
 - a. The Grantee has verified that the Client has moved out of the geographic area served by the Grantee's Program;
 - b. The Client reached the age of 25;
 - c. The Client will be incarcerated and is anticipated to be age 25 or older upon release;
 - d. The Client is deceased; or
 - e. As otherwise approved or directed by EOHHS.
2. The Grantee may not attempt to end a Client's Enrollment in the Program because of an inability to locate the Client at any given time.
3. The Grantee or the Lead Agency may request in writing to EOHHS to end a Client's Enrollment in the Program for a reason other than those listed in **Sections 2.1.G.1 and 2.1.G.2.**

Section 2.2 Program Structure

As further directed by EOHHS, the Grantee shall ensure its Program adheres to the Program structure requirements set forth in this **Section 2.2**. EOHHS may, at any time, require modifications to the Program.

A. Grantee

1. The Grantee shall be responsible for meeting all obligations under the Grant Agreement. The entity responsible for serving as the Grantee shall be the Grantee's police department and any other affiliated entities within the Grantee's municipal government, as applicable. The Grantee shall provide overall leadership and oversight to the Lead Agency, Behavioral Health Provider Agency, Program Partners, and any other Subgrantees in implementing the Program.
2. The Grantee is encouraged to consider minority-owned businesses when subcontracting the provision of services under this Grant Agreement. The Grantee is further encouraged to encourage its Subgrantees, including Program Partners, to consider minority-owned businesses when subcontracting the provision of services under this Grant Agreement.
3. The Grantee shall ensure its police department's gang unit (or equivalent unit) directly carries out Identification activities described in **Section 2.1.A** and manages referrals to the Program.

B. Lead Agency

1. The Grantee shall enter into an agreement with (1) a community-based organization registered with the Massachusetts Secretary of State to do business in the Commonwealth or (2) a government or quasi-governmental organization to serve as Lead Agency for the Program.

2. The Lead Agency shall have significant experience with direct service provision in areas relevant to the scope of SSYI and shall have an address in the Grantee's municipality as of the Full Implementation Date. The Grantee's selection of the Lead Agency shall be subject to review and approval by EOHHS. The Grantee shall ensure that such agreement is consistent with Program goals. EOHHS may, at any time, require the Grantee to modify its agreement with the Lead Agency to be consistent with Program goals.
3. The Grantee shall ensure the Lead Agency manages and coordinates all Program activities, services, policies, operations, and reporting to EOHHS, and provides for continuity of services among the Program Partners.
4. The Grantee shall ensure the Lead Agency contracts with Program Partners, as appropriate, as described in **Section 2.2.C** below.
5. The Lead Agency is recommended to consider minority-owned businesses when contracting and subcontracting the provision of services under this Grant Agreement. The Grantee shall ensure the Lead Agency implements workflows, practices, protocols, and tools to ensure that all Program Components are delivered appropriately by the Program Partners.
6. The Grantee shall require and, if requested, demonstrate to EOHHS's satisfaction, that the Lead Agency is in sound financial condition and that any significant financial problems or concerns are being addressed with appropriate corrective measures.
7. The Grantee may request to change the designated Lead Agency. The Grantee's selection of a new Lead Agency shall be subject to review and approval by EOHHS. The Grantee shall make any such request to change the Lead Agency to EOHHS in writing and shall proceed to implement any such requested change only with prior written approval from EOHHS.
8. The Grantee shall ensure a copy of this Grant Agreement is included in all subcontracts with Subgrantees, including the Lead Agency, any subcontractors to the Lead Agency and other Program Partners. The Grantee shall ensure that all Subgrantees adhere to the requirements of this Grant Agreement.

C. Program Partners

1. The Grantee shall ensure its Program Partners provide SSYI services or opportunities in accordance with this Grant Agreement.
2. Program Partners shall include community, municipal, county, state, federal, non-profit, for-profit, or private sector organizations, or Behavioral Health Provider Agency, who provide services or opportunities for Clients in any of the Program Components.
3. Program Partners may be funded through SSYI funding, other sources of funding, or a combination of SSYI and other funding.
4. The Grantee shall have, or ensure that the Lead Agency has, a written agreement with each Program Partner that memorializes the Program Partner's responsibilities, scope of services, frequency of ongoing activities, timelines for deliverables, expected volumes and outcomes, and other terms, as applicable. All terms and conditions of such agreements shall be consistent with all terms and conditions of this Grant Agreement and include a copy of this Grant Agreement. EOHHS may, at any time, request modifications to ensure such agreements are consistent with Program goals.
5. Program Partners shall have demonstrated experience and ability to provide services related to the Program Components they are contracted with the Grantee or the Lead Agency to provide.

6. Program Partners shall have at least one Program Location with an address in the Grantee's municipality as of the Full Implementation Date.
7. Program Partners shall provide services to Clients at the Primary Program Location identified in **Section 2.2.F** or at other Program Locations, as appropriate.
8. The selection of Program Partners shall be subject to EOHHS's approval, which may include reviewing any agreements, contracts, documents, and processes; meeting with the respective Program Partner; and reviewing resumes of the Program Partner's key personnel.

D. Steering Committee

1. The Grantee shall identify or convene in a steering committee that provides guidance and oversight to the Program, as well as develops an overall strategy for the community to address youth violence in coordination with other youth violence prevention and elimination programs. The committee shall include a diverse range of stakeholders, including people and organizations that appropriately represent the population served in the planning, development, leadership, oversight, and quality improvement of the Program's services.
2. The steering committee shall include representatives from Lead Agencies and Program Partners, as well as other organizations whose participation will further the goals of SSYI to the extent practicable.
3. Where possible, the Grantee is strongly encouraged to utilize existing committees or community collaborations, including but not limited to steering committees related to the Charles E. Shannon Community Safety Initiative or steering committees related to Massachusetts Department of Public Health (DPH) community violence intervention programs.
4. The steering committee shall be as designated in the Grantee's response to the Grant Application or as otherwise approved by EOHHS.

E. Staffing Requirements

1. The Grantee shall ensure that qualified and competent staff performs all activities specified in this Grant Agreement, and that appropriate supervision and working conditions are provided for all Program staff, paid and unpaid.
2. The Grantee shall ensure that management and direct service staff reflect the Clients being served by the Program to the extent practicable and as permitted by state and federal laws and regulations.
3. The Grantee shall ensure that staffing resources are sufficient to perform all tasks specified in this Grant Agreement in a professional, accurate, complete, and timely manner.
4. The Grantee shall ensure that the Program Partners maintain job descriptions for all Program staff positions, paid or unpaid, and salary schedules for all paid positions. Job descriptions shall include job duties and job requirements, such as education, licensing, skills, and experience.
5. The Grantee shall ensure all Program staff at the Lead Agency:
 - a. Undergo both job-specific and program-specific training and orientation; and
 - b. Have access to the equipment and supplies needed to perform their work for the Program, which may include a computer and all necessary software, such as Microsoft Office and anti-virus software installed on all devices, as well as a telephone.
6. The Grantee shall ensure the Program includes a Law Enforcement Lead and Program Director.

- a. The Law Enforcement Lead shall be a police officer or civilian employed by the local police department. The Law Enforcement Lead shall oversee Program funding, Identification of Eligible Individuals, collaboration with other local law enforcement efforts, and all Program activities coordinated by the Lead Agency.
 - b. The time allocation of the Program Director shall be at least .5 FTE. Responsibilities of the Program Director may be shared by no more than two staff members, as approved by EOHHS, and their time working on the Program shall total .5 FTE. If more than one staff member is utilized to meet the .5 FTE requirement for a Program Director, the Program shall identify one lead staff member who is the primary contact for all SSYI-related activities.
7. The Law Enforcement Lead and the Program Director shall be the key personnel designated as such in the Grantee's Response to the Grant Application or as otherwise approved by EOHHS.
8. The Grantee shall notify EOHHS of any individual whom the Grantee is proposing to designate or replace as key personnel. If any individual named as key personnel becomes unavailable, the Grantee shall notify EOHHS immediately and provide the name(s) and resume(s) of suitable replacements, subject to EOHHS' approval. EOHHS reserves the right to interview and approve said designees. If EOHHS is not reasonably satisfied that the proposed replacement(s) has ability and experience comparable to the originally approved key personnel, EOHHS will notify the Grantee after receiving the resume(s) and completing any interview(s). The Grantee must then propose another replacement for approval. This process will be repeated until EOHHS approves new key personnel.

F. Program Locations

1. Program services shall be provided at one or more Program Locations operated by the Lead Agency or Program Partners.
2. At least one Program Location must be within the Grantee's municipality.
3. Unless otherwise approved by EOHHS, the Grantee shall designate one Program Location to serve as Primary Program Location for SSYI.
4. The Program Locations shall be approved by EOHHS. The Grantee may change the Program Locations only with prior written approval from EOHHS.
5. In selecting Program Locations, the Grantee is encouraged to maximize availability of Program services, safety, service capacity, and operational efficiency.
6. Each Program Location shall have appropriate infrastructure to support the Program activities offered at that location, including, where appropriate, access to sufficient space for suitable record-keeping and basic service infrastructure such as desks, telephones, and data access that ensures Client privacy.
7. Where feasible, Program Locations shall be convenient to public transportation.
8. The Grantee shall ensure that all Program Partners operate all Program Locations in accordance with the safety protocols and practices specified in **Section 2.3.D**.

G. Relationship with EOHHS-Designated Entities

1. The Grantee shall collaborate, and shall ensure the Lead Agency, Behavioral Health Provider Agency, and Program Partners, and any other Subgrantee, as applicable, collaborate with and

participate in activities conducted by any entity designated by EOHHS to provide services related to SSYI, including but not limited to technical assistance and capacity building, training, data collection and data management, quality improvement, program evaluation, communications, and reporting.

2. If the Grantee is working with a third-party evaluator or is otherwise evaluating the Program separately from EOHHS's evaluator, the Grantee shall provide EOHHS a written notice detailing the evaluation of the Grantee's Program. The Grantee shall further provide a copy of the evaluation report within a month of its completion.
3. As directed by EOHHS, the Grantee shall ensure its Program participates in site visits, peer support activities, and practice development processes sponsored or coordinated by EOHHS.
4. The Grantee shall ensure its Program demonstrates a strong willingness to work with EOHHS and other entities specified by EOHHS to maintain and further build community capacity to sustain SSYI as a promising practice model for youth violence prevention.

Section 2.3 Other Program Requirements

As further directed by EOHHS, the Grantee shall ensure its Program satisfies all the Program requirements set forth in this **Section 2.3**.

A. Community Partnerships

1. The Grantee shall ensure its Program includes collaborations with community partners to identify and leverage programmatic, staffing, financial, and other resources that support the goals of SSYI and promote the sustainability of Program activities.
2. The Grantee shall ensure its Program includes partnerships with service providers and other entities that focus on improving outcomes for youth and communities. Such partnerships may include, but shall not be limited to municipal departments, schools, state agencies, law enforcement entities, courts, advocacy organizations, community-based organizations, faith-based organizations, and private sector entities.
3. Where possible, the Grantee shall ensure its Program includes connections with existing resources, community partnerships, and collaborations, rather than establish new partnerships or program structures for identical purposes. Such partnerships may include, but shall not be limited to, the Senator Charles E. Shannon Jr. Community Safety Initiative, the Department of Public Health Gun Violence Prevention program, the Department of Youth Services, regional probation offices, the Massachusetts Parole Board, the Department of Correction, County Sheriff's Departments, YouthWorks, Workforce Investment Act Youth Councils, and Family Resource Centers.
4. The Grantee shall ensure its Program accounts for findings from the Shannon Community Assessment and other relevant assessments of community resources and needs, as determined by EOHHS, into SSYI program planning and operations.

B. Trauma-Informed Services

1. The Grantee shall ensure that Program staff understand the vulnerabilities or triggers that trauma survivors may have, in order for SSYI services to be supportive and avoid re-traumatization.

2. The Grantee shall participate and shall ensure Subgrantees participate in any trauma-related and other trainings, including trainings on commercial sexual exploitation, as instructed by EOHHS.

C. Cultural Competency

1. The Grantee shall ensure that Program services are developed and implemented in a culturally competent manner and reflect an understanding of individual beliefs, culture, and values. Program services shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status, or background. Programs shall use a Racial Equity Lens when designing, implementing, funding, and evaluating services. Programs that successfully design activities through a Racial Equity Lens do the following:
 - a. Acknowledge racism as a root cause of inequities that lead to individual, family, and community traumatization;
 - b. Use data related to social determinants of health to design programs and reach priority populations;
 - c. Systematically engage individuals and communities of color in the planning, development, leadership, oversight, and quality improvement of services and service delivery;
 - d. Have established partnerships with community-based organizations that enhance their ability to meet the needs of people of color and their families; and
 - e. Address structural racism through policy, hiring, education, training, outreach, and community engagement and mobilization activities.
2. The Grantee shall ensure its Program staff (including paid and unpaid Grantee, Lead Agency, Behavioral Health Provider Agency, Program Partner, and any other Subgrantee staff) use a strengths-based, youth-centered approach when identifying needs, challenges, supports, and appropriate services.
3. The Grantee shall ensure communications with Clients shall be reflective and sensitive to the Clients' linguistic, cultural, and developmental differences.

D. Safety Protocols and Practices

1. The Grantee shall ensure that its Program includes robust safety and security protocols and practices for all Clients at all Program Locations. Protocols shall be written and available for EOHHS review upon request. Such protocols and practices shall include but shall not be limited to the following:
 - a. An assessment of Clients as described in **Section 2.1.C**;
 - b. Monitoring the proximity of individuals, including but not limited to Clients, who may have a conflict with each other (i.e., rival gangs) and taking steps to safely service these individuals in Program activities;
 - c. Supervision and oversight of Clients by Program staff, including by means of video surveillance, as appropriate;
 - d. Methods to inform Clients of safety protocols;
 - e. Program staff members' responses to Clients' behaviors that violate safety protocols;

- f. Restrictions on Client communications while participating in Program activities, as appropriate;
 - g. Interactions with Clients residing in locked Program locations (i.e., incarcerated Clients), where appropriate;
 - h. Incorporation of safety planning protocols into all Program activities;
 - i. Participation of all Program staff in safety trainings delivered by Lead Agencies, EOHHS, or EOHHS-designated entities; and
2. The Grantee shall ensure that the Program policies, procedures, and practices incorporate the policies, procedures, practices, and a code of conduct that are consistent with the recommendations of the Massachusetts Legislative Task Force on the Prevention of Child Sexual Abuse to protect the safety of Program participants and staff.

E. Documentation and Data Collection

1. The Grantee shall ensure that the Lead Agency and Program Partners, as needed, maintain detailed documentation of all Program and Client services and activities, in accordance with Section 7 of the Commonwealth Teams and Conditions, and in compliance with any other applicable state and federal regulatory, statutory, and other requirements, including requirements promulgated by the Secretary of State as related to document retention. Any documentation and data collection described in this Section is subject to the provisions of **Section 5.6**.
2. As directed by EOHHS or an EOHHS-designated entity, the Grantee shall ensure its Lead Agency tracks program outputs and metrics, including but not limited to number of Clients served; Client demographics (including race and ethnicity); number of completed Intakes, assessments, and ISPs; encounter data; service volumes and utilization; and other metrics, as defined by EOHHS.
3. The Grantee shall ensure that the Lead Agency and Program Partners complete data entry for the Program, as further specified by EOHHS, at least on a weekly basis, unless otherwise agreed to by EOHHS.
4. To ensure that data is updated and accurate, the Grantee shall ensure that the Lead Agency and the Law Enforcement Lead review the KPI Report and other reports, as directed by EOHHS, on a monthly basis and the Lead Agency reviews the entries in the SSYI Database on a quarterly basis.
5. The Grantee shall ensure its Program participates in planning and implementation related to the SSYI Database, as directed by EOHHS or an EOHHS-designated entity.
6. In reporting data to EOHHS and any EOHHS-designated entity, the Grantee shall ensure its Program, particularly the Lead Agency, ensures data entry is compliant and accurate. If the Program encounters difficulties meeting Performance Targets, the Grantee shall ensure its Program, particularly the Lead Agency, develops and implements quality improvement and compliance plans, as directed by EOHHS.
7. The Grantee shall ensure its Program, including any Subgrantees, informs EOHHS of any third-party requests for information related to SSYI and shall coordinate with EOHHS in providing a response.

8. The Grantee shall ensure its Program, including any Subgrantees, obtains prior written authorization from EOHHS for the use of any data pertaining to SSYI for research or any other purpose not specifically related to the performance of Grant Agreement responsibilities.
9. The Grantee is encouraged to submit timely crime data to the Crime Reporting Unit of the Massachusetts State Police or National Incident Based Reporting System (NIBRS) data to the Commonwealth's Crime Reporting Unit.

F. Program Handbook

The Grantee shall ensure its Program complies with and follows any requirements and provisions set forth in the Program Handbook, as published and periodically updated by EOHHS in accordance with **Section 3.2**.

G. Performance Targets

The Grantee shall demonstrate that its Program includes, to EOHHS's satisfaction, an effective approach toward meeting the annual Performance Targets defined by EOHHS for each Program Component. EOHHS will require the Grantee to address any issues related to meeting the requirement in this section in accordance with **Section 5.30**.

Section 2.4 Reports

A. Program Overview

1. Within 30 days of the Grant Start Date, the Grantee shall submit to EOHHS an initial Program Overview with the following elements:
 - a. Listing of all Program services and activities in each Program Component, as specified in **Section 2.2**;
 - b. Listing of all Program entities, including the police department, the Lead Agency, the Behavioral Health Provider Agency, Program Partners, and other Subgrantees that deliver services in each Program Component;
 - c. Projected number of Clients in each Program Component;
 - d. Performance Targets, which shall meet or exceed the Program's prior year performance and statewide averages for each target; and
 - e. Where applicable, discussion of planned modifications to existing services, proposed implementation of new services, or development of new partnerships in the upcoming state fiscal year.
2. Unless otherwise permitted by EOHHS, the Grantee shall perform all work under this Grant Agreement in accordance with the Program Overview. The Grantee may make a written request to EOHHS to modify its Program Overview and shall proceed to implement any such requested modification only with prior written approval from EOHHS.
3. On or before May 15th of each year, the Grantee shall ensure an updated Program Overview that covers the upcoming state fiscal year (July 1 through June 30), is submitted to EOHHS for approval in a form and format specified by EOHHS.
4. On or before July 30th of each year, the Grantee shall ensure its Program submits to EOHHS contracts and/or memoranda of understanding with all Program Partners outlining their Program responsibilities.

B. Activity Reports/Program Narratives

The Grantee shall ensure activity reports and program narratives are provided as requested by EOHHS, including but not limited to any reports described in **Section 2.4**.

C. Critical Incident Reporting

1. The Grantee shall ensure Program staff notifies EOHHS and any EOHHS-designated entities of any Critical Incident involving a Client or Program Staff as soon as the Program is aware that a Critical Incident has occurred. Program staff may, at their discretion, notify EOHHS of any incident involving an unenrolled Eligible Individual or an Eligible Individual who has not yet completed Intake and Enrollment.
2. The Grantee shall ensure a Critical Incident report, in a form and format specified by EOHHS, is filed no later than 24 hours following notification to EOHHS.
3. When responding to Critical Incidents, the Grantee shall ensure Program staff:
 - a. Do not take any action that would compromise an ongoing law enforcement investigation or court proceeding.
 - b. Provides support, as appropriate to Program staff who have worked with a Client who is involved in a fatality or other serious event and to family members following a fatality or serious event.
 - c. Considers the potential for retaliation and works with local stakeholders to safely and appropriately respond.
 - d. Discuss Critical Incidents with Program technical assistance staff.
 - e. Integrate information learned from Critical Incidents into Program development and operations.

D. Fiscal Reports

The Grantee shall submit quarterly Fiscal Reports, as described in **Section 4.2**.

Section 2.5 Grant Transition Phase and Program Readiness

A. Overview

1. The Grant Transition Phase is the period between the Grant Start Date and the Full Implementation Date. The Grantee shall ensure its Program uses the Grant Transition Phase to fully develop standard operating procedures, scale up to the full array of services in all Program Components, and formalize contracting relationships among Program Partners and other relevant Subgrantees. EOHHS anticipates this period to be no longer than 60 days.
2. The Grantee shall begin to provide each Program Component as defined in **Section 2.1** as soon as possible after the Grant Start Date, as approved by EOHHS and in accordance with this Grant Agreement. If the Grantee does not initiate meaningful implementation steps as determined by EOHHS during the Grant Transition Phase, EOHHS reserves the right under **Section 5.32** to terminate the Grant Agreement.
3. The Grantee shall provide all Program Components as defined in **Section 2.1** by the end of the Grant Transition Phase – i.e. the Full Implementation Date. If the Grantee fails to do so, EOHHS reserves the right under **Section 5.32** to terminate the Grant Agreement.

B. Report

If requested by EOHHS, the Grantee shall report to EOHHS in writing, in a form and format specified by EOHHS, about Grant Transition Phase activities, including but not limited to the steps taken to initiate the Grant activities, the reasons for any delay, and the expected start of the use of the funds.

SECTION 3. EOHHS RESPONSIBILITIES

Section 3.1 Oversight and Resources

EOHHS shall provide oversight and reasonable resources and personnel to support Grant activities. At its sole discretion, EOHHS may increase or decrease funding as needed based on available resources.

Section 3.2 Program Handbook

EOHHS may periodically update and publish a Program Handbook, which provides additional instructions and clarifications related to Program implementation. (See **Section 2.3.F**)

SECTION 4. PAYMENT

Section 4.1 Payment

Subject to EOHHS's satisfaction with the Grantee's performance, and other terms and conditions of the Grant Agreement, EOHHS shall pay the Grantee in accordance with the following provisions:

A. Overview

1. EOHHS shall reimburse the Grantee for actual quarterly expenditures for the satisfactory performance of the Grantee's responsibilities under this Grant Agreement, as determined by EOHHS, up to the budgeted amount as outlined in the Grantee's budget as approved by EOHHS, provided, however, that EOHHS reserves the right to withhold such sums if documentation and data requirements pursuant to **Section 2.3.E** or reporting requirements pursuant to **Section 2.4** are not met. Grantee may request advance payments from EOHHS, if needed. Advance payment will be considered on a case-by-case basis and will require approval from EOHHS and may require approval from other state entities or agencies. Such expenditures shall be consistent with the Grantee's budget approved by EOHHS in accordance with this **Section 4.1**.
2. EOHHS shall have the right to recoup or offset underspending or overpayments made for Grant Agreement performance. In the event underspending or overpayment occurs, EOHHS shall have the right to offset remaining payments during the current fiscal year, to require the Grantee to make repayment, or to take other steps, in accordance with any policies promulgated by the Office of the Comptroller or other applicable regulations.

B. Allowable Costs

1. Reasonable allowable costs under this Grant Agreement include, but are not limited to, the following:
 - a. Staff salaries, taxes and fringe benefits, performance incentives, office supplies, furnishings, other supplies (e.g., computers and cell phones), staff training, occupancy, and purchasing of non-capital equipment.

- b. Staff travel, including tolls and parking for grant-related local travel. Allowable grant-related travel costs will be paid at the lesser rate of the current EOHHS-approved rate or the Program's normal reimbursement rate. The Grantee must retain receipts for such travel at the Program location.
- c. Client stipends, incentives, direct supports, food purchases, recreational activities, bus passes, gas cards, books, training materials, certification fees, work clothes, tools, and equipment that are directly related to participation in approved Program activities.
- d. Indirect rates that are approved by EOHHS and that are calculated on any line item that is approved by EOHHS.

2. Non-allowable costs under this Grant Agreement include, but are not limited to:

- a. Costs incurred to support activities or expenditures that are not included in the Grantee's approved budget or are incurred prior to receiving EOHHS's approval;
- b. Overtime pay, unless written prior authorization has been obtained from EOHHS;
- c. Out-of-state travel, unless written prior authorization has been obtained from EOHHS;
- d. Mileage reimbursement in excess of the state-approved rate;
- e. Tax and fringe benefits costs that exceed any federally approved fringe benefits rate applicable to the Program;
- f. Indirect rates calculated on subawards;
- g. Cash reserves;
- h. Capital investments and improvements, vehicle purchases, and relocation costs, unless written prior authorization has been obtained from EOHHS;
- i. Management, administrative, or other costs that are already allocated to other contracts or that are not directly related to the provision of Program services or to serving SSYI clients;
- j. Law enforcement suppression activities, other than activities outlined in this Grant Agreement as specified by EOHHS, and
- k. Law enforcement equipment or tactical gear, including but not limited to firearms, ammunition, clubs, handcuffs, helmets, or body armor.

C. Grantee Budget

- 1. By May 15th of each year, the Grantee shall submit to EOHHS, and EOHHS shall review and approve, an annual budget for the state fiscal year beginning on July 1 of that year, in the form and format specified by EOHHS. The Grantee shall submit an updated budget for EOHHS approval upon any change in the maximum grant amount or as otherwise requested by EOHHS. EOHHS will review, request modifications, and approve the Grantee's budget as it determines appropriate.
- 2. The Grantee may submit written request to EOHHS revise the budget in the form and format specified by EOHHS. EOHHS will review and approve modifications as it determines appropriate.

Section 4.2 Fiscal Reports

On or on the next business day after October 31, January 31, April 30, and July 31 of each year, or as otherwise determined by EOHHS, the Grantee shall submit to EOHHS quarterly fiscal reports in a form and format specified by EOHHS. The quarterly fiscal reports shall show actual expenditures made during the reporting period and other elements, as determined by EOHHS. Upon request, the Program shall provide supporting documentation for items on the fiscal report in a timely manner. EOHHS reserves the right to withhold payment if the documentation is insufficient.

SECTION 5. ADDITIONAL REQUIREMENTS

Section 5.1 Grant Agreement Term

The Grant Agreement shall commence upon execution by the parties (Grant Start Date) and end on June 30, 2028, subject to (1) the Grantee's satisfactory performance, as determined by EOHHS, of all duties and obligations under this Grant Agreement, and (2) any termination provisions set forth in the Grant Agreement. The Grant Agreement may be extended through June 30, 2035, in increments determined by EOHHS and upon terms agreed to by the parties. EOHHS may also extend the Grant Agreement for any reasonable time period EOHHS determines necessary to complete a subsequent procurement.

Section 5.2 Grant Officers

EOHHS authorizes Glenn Daly as Grant Officer, who shall be authorized and empowered to represent EOHHS with respect to all matters relating to this Grant Agreement. Such designation may be changed during the period of this Grant Agreement only by written notice.

The Grantee authorizes Mayor Joshua Garcia as Grant Officer, who shall be authorized and empowered to represent the Grantee with respect to all matters relating to the implementation of this Grant Agreement. Such designation may be changed during the period of this Grant Agreement only by written notice.

Section 5.3 Notification of Administrative Change

The Grantee shall notify EOHHS in writing no later than 30 days prior to any change affecting it, or its performance of its responsibilities under this Grant Agreement, but if a change in business structure is voluntary, the Grantee shall provide a minimum of three months' notice to EOHHS.

Section 5.4 Assignment

The Grantee shall not assign or transfer any right, interest, or obligation under this Grant Agreement to any successor entity or other entity without the prior written consent of EOHHS.

EOHHS may assign or transfer any right, interest, or obligation under this Grant Agreement to any constituent agency of EOHHS without prior written consent of the Grantee.

Section 5.5 Independent Contractor

The Grantee, its employees, and any other of its agents in the performance of this Grant Agreement, shall act in an independent capacity and not as officers or employees of EOHHS or the Commonwealth of Massachusetts.

Section 5.6 Statutory Requirements related to Confidentiality

The Grantee recognizes that in the performance of this Grant Agreement it will collect, use, maintain, disclose, create, receive, transmit, and/or otherwise access “personal data,” as defined in Mass. Gen. Laws c. 66A, and that in so doing it will become a “holder” of personal data under Mass. Gen. Laws c. 66A. As a holder of personal data, the Grantee agrees that it shall maintain the privacy and security of such personal data and otherwise comply with all requirements of Mass. Gen. Laws c. 66A with respect to such personal data.

The Grantee further agrees that it shall comply with all applicable state and federal regulatory, statutory, and other requirements, including EOHHS rules and regulations relating to or governing the confidentiality, privacy, and/or security of such personal data defined and any other data (including Protected Information, as defined below) received, used, created, maintained, disclosed, or otherwise accessed in connection with this Grant Agreement that may be in effect upon execution of, or as may be in effect during the course of, this Grant Agreement. EOHHS may require specific written assurance and further agreements regarding the security and privacy of Protected Information.

For purposes of this Grant Agreement, “Protected Information” or “PI” means any “personal data,” as defined in Mass. Gen. Laws c. 66A, any “personal information,” as defined in Mass. Gen. Laws c. 93H, and any other information that is treated as confidential under any federal or state law or regulation that the Grantee or its Subgrantees use, maintain, disclose, receive, create, receive, transmit, or otherwise access under or in connection with its performance under this Grant Agreement. Unless authorized by EOHHS in writing, all information, including aggregate information, that the Grantee or its Subgrantees use, maintain, disclose, receive, create, receive, transmit, or otherwise access in connection with this Grant Agreement is considered PI if it is not fully de-identified in accordance with 45 CFR §§164.514(a)–(c). Further, EOHHS reserves the right to add any requirement during the course of the Grant Agreement that it determines it must include in the Grant Agreement in order for EOHHS to comply with Mass. Gen. Laws c. 66A, 801 CMR 3.00, Mass. Gen. Laws c. 93H, 201 CMR 17, and other applicable laws, regulations, and policies.

Section 5.7 Permitted Use and Disclosure

The Grantee may use PI and any data derived or extracted from PI only for purposes directly related to the Grantee’s performance under this Grant Agreement. In using PI for such permitted purposes, the Grantee shall limit access to the information only to those employees, agents, and authorized Subgrantees who need such information in order to perform their official duties in connection with the Grantee’s performance of its obligations under this Grant Agreement and the Grantee represents that it shall make reasonable efforts to limit the amount of PI used, disclosed or requested to the minimum necessary to accomplish or perform the particular Activity for which the PI is being used, disclosed or requested

The Grantee shall not disclose or release PI to any person or entity other than: (a) to its authorized Subgrantees in the performance of Grant Agreement responsibilities hereunder, if any; (b) to the subject of the PI, if such disclosure is specifically contemplated under this Grant Agreement or otherwise approved by EOHHS in writing; (c) as required by law, in accordance with the following paragraph; or (d) with the prior written authorization from EOHHS; provided that any such disclosure must otherwise comply with all applicable privacy laws and regulations, the terms of this Grant Agreement and the terms of any other contract or agreement relating to the privacy or security of PI that the Grantee may enter into pursuant to this Grant Agreement; any such contract or agreement will be referred to as a “Supplemental Confidentiality Agreement.”

The Grantee may use or disclose PI if and to the extent specifically required by federal or state law or regulation applicable to the Grantee, provided that any such use or disclosure must be consistent with the restrictions of Mass. Gen. Laws c. 66A and any other applicable privacy or security law or regulation.

Section 5.8 Data Security.

In addition to any other requirement in this Grant Agreement, the Commonwealth Terms and Conditions, or the Grant Application related to data security, as of the Grant Agreement effective date (Grant Start Date), the Grantee shall implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of PI and any other confidential information and materials in the Grantee's control and used by the Grantee under this Grant Agreement, and that prevent use or disclosure of such information and materials other than as provided for, by, and in accordance with the terms of this Grant Agreement. All such safeguards must meet, at a minimum, all applicable Commonwealth data security and information technology resource policies, procedures, processes, and mechanisms, including those established for access to PI or systems containing PI. For purposes of the foregoing sentence, "Commonwealth data security and information technology resource policies, procedures, processes, and mechanisms" shall include those established by the Massachusetts Executive Office of Technology Services and Security (found at <https://www.mass.gov/handbook/enterprise-information-security-policies-and-standards>) and EOHHS (EOHHS Acceptable Use Policy found at <https://www.mass.gov/doc/eohhs-acceptable-use-policy/download>) (hereinafter, the "Standards"). The Grantee shall comply with any new or updated Standards issued by federal, state, or other issuing agency or entity.

The Grantee shall notify EOHHS of any change in its administrative, technical, or operational environments that compromise or otherwise impact the confidentiality, integrity, or availability of PI or any changes to the Grantee's information controls that alter its conformance with the Standards.

In the event the Grantee is granted direct access into any EOHHS systems, databases, or other information technology resources, the Grantee shall comply with the Standards, and any system specific policies, mechanisms and processes adopted by EOHHS and EOTSS. The Grantee shall protect from inappropriate use or disclosure of any password, user ID, or other mechanism or code permitting access to any EOHHS system, database, or other information technology resource or any other system, database, or information technology resource containing PI. The Grantee shall give EOHHS prior notice of any change in personnel whenever the change requires a termination or modification of any such password, user ID, or other security mechanism or code to maintain the integrity of the system, database, or resource.

The Grantee agrees to allow representatives of EOHHS access to the premises where PI is kept for the purpose of inspecting privacy and physical security arrangements implemented by the Grantee to protect such data.

Upon request, the Grantee shall provide EOHHS with copies of all written policies, procedures, standards, and guidelines of the Grantee related to the protection, security, use, and disclosure of PI or other confidential information and the security and integrity of the Grantee's technology resources.

Section 5.9 Commonwealth Security Information.

If, through this Grant Agreement, the Grantee obtains access to any Commonwealth Security Information (as defined below), the Grantee is prohibited from making any disclosures of or about such information, unless in accord with EOHHS's express written instructions unless such disclosure is required by law and then only in accord with this Grant Agreement. If the Grantee is granted access to such information in order to perform its obligations under this Grant Agreement, the Grantee may only

SSYI Grant Agreement

use such information for the purposes for which it obtained access. In using the information for such permitted purposes, the Grantee shall limit access to the information only to those employees, agents, and authorized Subgrantees who need such information in order to perform their official duties in connection with the Grantee's performance of its obligations under this Grant Agreement. While in possession of such information, the Grantee shall apply all privacy and security requirements set forth herein with respect to Commonwealth Security Information and PI, as applicable to maintain the confidentiality, security, integrity, and availability of such information. Notwithstanding any other provision in this Agreement regarding termination, the Grantee may not retain any Commonwealth Security Information upon termination of this Grant Agreement unless such information is expressly identified in any retention permission. If retention is expressly permitted, all data protections stated herein survive termination of this Grant Agreement and shall apply for as long as the Grantee retains the information.

For purposes of this Grant Agreement, "Commonwealth Security Information" means any data or other information that pertains to the security of the Commonwealth's information technology. Specifically, Commonwealth Security Information refers to information pertaining to the manner in which the Commonwealth protects its information technology systems against unauthorized access to or modification of information, whether in storage, processing, or transit, and against the denial of service to authorized users or the provision of service to authorized users, including those measures necessary to detect, document, and counter such threats.

Section 5.10 Periodic Review

The Grantee shall monitor, periodically assess, and update its security controls and related system risks to ensure the continued effectiveness of those controls. The Grantee must represent its conformance to the Standards by conducting an internal review of its compliance with the Standards on an annual basis. Such internal review will include an industry-standard vulnerability of the Grantee's environment. In the event the Grantee is not compliant with some aspect of the Standards, the Grantee agrees to remediate such gap(s) in compliance within a reasonable timeframe. If the Grantee cannot remediate such gap(s) within a reasonable timeframe, EOHHS reserves the right to implement a pro-rated modification of payments to the Grantee until compliance is reached.

Notification of Breach or Unauthorized Use or Disclosure of Information. If the Grantee knows or has reason to believe that any PI, Commonwealth Security Information, or other data related to this Grant Agreement has been improperly used, accessed, disseminated, copied, or removed, the Grantee shall immediately notify EOHHS, both orally and in writing within twenty four (24) hours of such discovery, of such known or possible event(s) and take all commercially reasonable steps to retrieve any such information that was disclosed to or accessed, copied, or removed by a non-permitted third party and to mitigate any harm caused by such event(s). The Grantee shall provide a written report to EOHHS, as soon as possible, and no later than five (5) business days of the Grantee's becoming aware of any improper use, access, dissemination, copy, or removal of any PI, Commonwealth Security information, or other data related to this Grant Agreement of said improper use, access, dissemination, copy, or removal. The report shall identify the circumstances surrounding any improper use, access, dissemination, copy, or removal, including the date of the event, a description of how the event occurred, the type of PI, the Commonwealth Security Information, or the other data involved, the number of individuals to which any such PI, Commonwealth Security Information, or other data pertains, a summary of Grantee's investigation, a summary of steps taken to prevent a similar unauthorized use or disclosure in the future, and such other information as EOHHS determines appropriate. Such notice and other actions shall be in addition to any other notice or action that may be required in connection with such event(s) under this Grant Agreement, the Commonwealth Terms and

Conditions, a Supplemental Confidentiality Agreement, or applicable law or regulation (including, for example, Mass. Gen. Laws c. 93H).

If EOHHS determines, in its sole discretion, that it is required to provide notifications to consumers or state or federal agencies under any applicable law or regulation, as a result of the unauthorized use or disclosure, the Grantee shall, at EOHHS' request, assist EOHHS in drafting such notices for EOHHS' review and approval, and shall take such other action(s) as EOHHS may reasonably request in connection with EOHHS' compliance with applicable laws and regulations, but in no event shall the Grantee have the authority to give any such notifications on EOHHS' behalf unless EOHHS authorizes and directs the Grantee to do so in writing. Additionally, at EOHHS' direction, the Grantee shall provide credit monitoring services to affected Individuals as required under M.G.L. c. 93H, § 3A or other applicable law.

Section 5.11 Notification of and Response to Legal Process

The Grantee shall report to EOHHS, both verbally and in writing, any instance where PI, Commonwealth Security Information, or any other data obtained under or in connection with this Grant Agreement is subpoenaed or becomes the subject of a court or an administrative order or other legal process. The Grantee shall provide such notice as soon as possible upon receiving or otherwise becoming aware of such subpoena, order, or other legal process, and in no event later than five (5) business days before the response date applicable to such subpoena, order, or process. If EOHHS directs the Grantee to respond, the Grantee shall take all necessary legal steps, including objecting to the request when appropriate, to comply with Mass. Gen. Laws c. 66A and any other applicable law or regulation. If EOHHS determines that it shall respond directly, the Grantee shall fully cooperate and assist EOHHS in its response.

Compliance by Grantee's Representatives. The Grantee shall ensure that each of its employees and agents, including any Lead Agencies, Program Partners, Behavioral Health Provider Agency, or other Subgrantees, having access to PI complies with all terms of this Grant Agreement (and, if applicable, any Supplemental Confidentiality Agreement) relating to the privacy or security of PI, Commonwealth Security Information, or any other data obtained under or in connection with this Grant Agreement.

The Grantee is fully responsible for any subcontractor's or agent's performance and for meeting all terms and requirements of this Grant Agreement. The Grantee will not be relieved of any legal obligation under this Grant Agreement, regardless of whether the Grantee subcontracts for performance of any Grant Agreement responsibility or whether PI or other information was in the hands of a subcontractor or agent.

Section 5.12 Custodian of Protected Information

The Grantee must designate a custodian of PI who shall be responsible for assuring the Grantee's compliance with all requirements set forth in this Grant Agreement relating to PI and Commonwealth Security Information.

Section 5.13 Program Modifications and New Initiatives

A. Overview

1. EOHHS shall have the option at its sole discretion to modify, increase, reduce or terminate any activity related to this Grant Agreement whenever, in the judgment of EOHHS, the goals of the program have been modified or altered in a way that necessitates such changes. Program goals may be modified due to reduced or increased availability of federal or state funding for services

relevant to this Grant Agreement, program outcomes and lessons learned during implementation, development of new best practices or recommendations, evaluation results, or other activities or outcomes relevant to the Program. In the event that the scope of work or portion thereof must be changed, EOHHS shall provide written notice of such action to the Grantee and the parties shall negotiate in good faith to implement any such changes proposed by EOHHS.

2. EOHHS additionally reserves the right, at its sole discretion, to amend the Grant Agreement to implement state or federal statutory or regulatory requirements, judicial orders, settlement agreements, or any state or federal initiatives or changes affecting EOHHS or the Grant Agreement.
3. Notwithstanding the generality of the foregoing, EOHHS reserves the right to amend the Grant Agreement to implement new initiatives or to modify initiatives related to:
 - a. New EOHHS programs or information technology systems;
 - b. Expansion of, or changes to, existing EOHHS programs or information technology systems;
 - c. Other programs as specified by EOHHS; and
 - d. Programs or information technology systems resulting from state or federal legislation, regulations, initiatives, or judicial decisions that may affect in whole or in part EOHHS or the Grant Agreement.
4. The parties shall negotiate in good faith to implement any such initiatives proposed by EOHHS. The Grantee's responsibilities are subject to change due to implementation of such initiatives. EOHHS reserves the right to modify the Program due to program modifications. In addition, the Grantee may request an opportunity to enter into negotiations with EOHHS over amendments to the Grant Agreement related to new initiatives or modified initiatives as described in this section. EOHHS may grant such a request in its sole discretion.

B. Approvals

Any changes to the Grant Agreement under this section shall be subject to appropriate approvals.

Section 5.14 Internal Controls

A. Overview

1. The Grantee shall maintain adequate systems and records to support program and fiscal operations and produce accurate reporting. The Grantee shall use internal control measures as required by EOHHS.
2. The Grantee shall implement adequate internal processes and procedures, including segregation of duties, access control, and approval authority, to minimize risks and ensure the integrity of the Program.
3. The Grantee shall, in a timely manner, process documentation, pay Subgrantee and other invoices, manage communications, record assets and liabilities, and perform other administrative processes appropriate for operating the Program.
4. Any information and documentation provided by the Grantee to city, state, federal, and other authorities, or to any other third parties, shall be consistent with the information and

documentation provided to EOHHS. Upon EOHHS request, the Grantee shall review its internal controls with EOHHS and comply with EOHHS requests for information. The Grantee shall ensure that any financial information entered in a budgeting, accounting, payroll or other management system by Grantee staff is consistent with and reflects the budget approved by EOHHS and any expenditure or other reporting submitted to EOHHS. See **Section 4.1**.

5. The Grantee shall implement fund accounting principles to appropriately allocate revenue and expenses and shall separate funding and expenses associated with different funding sources.
6. The Grantee shall meet with its fiscal staff at least quarterly to review budgets, expenditures, and any Program developments that are likely to have a fiscal impact.

B. Subgrantees

The Grantee shall ensure any Subgrantee related to its Program meets the requirements set forth in this **Section 5.14**.

Section 5.15 Deliverables and Intellectual Property Rights

Definition of Property. The term Property as used herein includes the following forms of property: (a) confidential, proprietary, and trade secret information; (b) trademarks, trade names, discoveries, inventions processes, methods and improvements, whether or not patentable or subject to copyright protection and whether or not reduced to tangible form or reduced to practice; and (c) works of authorship, including such forms of property are required by the Grantee to develop, test, and install systems and any related Deliverables that may consist of computer programs (in object and source code form), modules, platforms, scripts, data, documentation, the audio, visual and audiovisual content related to the layout and graphic presentation of systems and any related Deliverables, text, photographs, video, animation, sound recordings, training materials, techniques, methods, algorithms, graphics, storyboards, drawings, models, samples, data, other technical or business information, reports, and other works of authorship fixed in any tangible medium.

Grantee Property and License. The Grantee will retain all right, title, and interest in and to all Property developed by it (a) for clients other than the Commonwealth and (b) for internal purposes and not yet delivered to any client, including all copyright, patent, trade secret, trademark and other intellectual property rights created by the Grantee in connection with such work (hereinafter the “Grantee Property”). EOHHS acknowledges that its possession, installation or use of the Grantee Property will not transfer to it any title to such property. “Grantee Property” also includes Grantee proprietary tools, methodologies, and materials developed prior to the performance of services and used by the Grantee in the performance of its business and specifically set forth in this Grant Agreement and which do not contain, and are not derived from, EOHHS’s confidential information, EOHHS’s Property, or any data provided to or received by the Grantee from or on behalf of EOHHS in furtherance of the services (the “Commonwealth Data”).

EOHHS acknowledges that the Grantee Property contains or constitutes commercially valuable and proprietary trade secrets of the Grantee, the development of which involved the expenditure of substantial time and money and the use of skilled development experts. EOHHS acknowledges that the Grantee Property is being disclosed to EOHHS to be used only as expressly permitted under the terms herein. Except as expressly authorized herein, EOHHS will not copy, modify, distribute or transfer by any means, display, sublicense, rent, reverse engineer, decompile, or disassemble the Grantee Property.

The Grantee grants to EOHHS, a fully-paid, royalty-free, non-exclusive, non-transferable, worldwide, irrevocable, perpetual, assignable license to make, have made, use, reproduce, distribute, modify, publicly display, publicly perform, digitally perform, transmit, copy, sublicense to any EOHHS

SSYI Grant Agreement

subcontractor for purposes of creating, implementing, maintaining, or enhancing a Deliverable, and creating derivative works based upon the Grantee Property, in any media now known or hereafter known, to the extent the same are embodied in the Deliverables, or otherwise required to exploit the Deliverables. During the term of this Grant Agreement and immediately upon any expiration or termination thereof for any reason, the Grantee will provide to EOHHS the most current copies of any Grantee Property to which EOHHS has rights pursuant to the foregoing, including any related documentation.

Notwithstanding anything contained herein to the contrary, and notwithstanding EOHHS's use of the Grantee Property under the license created herein, the Grantee shall have all the rights and incidents of ownership with respect to the Grantee Property, including the right to use such property for any purpose whatsoever and to grant licenses in the same to third parties. The Grantee shall not encumber or otherwise transfer any rights that would preclude a free and clear license grant to the Commonwealth.

Commonwealth Property. In conformance with the Commonwealth's Standard Terms and Conditions, all Deliverables created under this Grant Agreement whether made by the Grantee, any Subgrantee, or both are the property of EOHHS, except for the Grantee Property embodied in the Deliverable. The Grantee irrevocably and unconditionally sells, transfers, and assigns to EOHHS or its designee(s), the entire right, title, and interest in and to all intellectual property rights that it may now or hereafter possess in said Deliverables, except for any Grantee Property embodied in the Deliverables, and all derivative works thereof. This sale, transfer and assignment shall be effective immediately upon creation of each Deliverable and shall include all copyright, patent, trade secret, trademark, and other intellectual property rights created by the Grantee or a Subgrantee in connection with such work (hereinafter the "Commonwealth Property"). "Commonwealth Property" shall also include the specifications, instructions, designs, information, and/or materials, proprietary tools, and methodologies including, but not limited to, software and hardware owned, licensed, or leased by EOHHS and which is provided by EOHHS to the Grantee or of which the Grantee otherwise becomes aware as well as EOHHS's confidential information, the Commonwealth Data, and EOHHS's intellectual property and other information relating to its internal operations. "Commonwealth Property" shall further include, without limitation, all finished or unfinished studies, analyses, flow charts, magnetic tapes, design documents, program specifications, programs, computer source codings and listings, test data, test results, schedules and planning documents, training materials and user manuals, forms, reports, and any other documentation and software, including modifications thereto, prepared, acquired, designed, improved, or developed by the Grantee or its Subgrantees for delivery to EOHHS under this Grant Agreement. The Commonwealth retains all right, title and interest in and to the Commonwealth Property and to all derivative works of Commonwealth Property. The Grantee does not possess and shall not obtain any independent rights of ownership to any of the Commonwealth Property by virtue of the Grantee's performance under this Grant Agreement.

All copyrightable material contained within a Deliverable and created under this Grant Agreement are works made for hire. The Grantee bears the burden to prove that a work within a Deliverable was not created under this Grant Agreement. If work is determined to not be made for hire or that designation is not sufficient to secure rights, to the fullest extent allowable and for the full term of protection otherwise accorded to the Grantee under such law, the Grantee shall, and hereby irrevocably does, assign and transfer to EOHHS free from all liens and other encumbrances or restrictions, all right, title, and interest the Grantee may have or come to have in and to such Deliverable.

The Grantee agrees to execute all documents and take all actions that may be reasonably requested by EOHHS to evidence the transfer of ownership of or license to intellectual property rights described in this Section. The Grantee acknowledges that there are currently and that there may be future rights that

SSYI Grant Agreement

the Commonwealth may otherwise become entitled to with respect to Commonwealth Property that does not yet exist, as well as new uses, media, means and forms of exploitation, current or future technology yet to be developed, and that the Grantee specifically intends the foregoing ownership or rights by the Commonwealth to include all such now known or unknown uses, media, and forms of exploitation.

EOHHS hereby grants to the Grantee a nonexclusive, revocable license to use, copy, modify, and prepare derivative works of Commonwealth Property only during the term of this Grant Agreement and only for the purpose of performing the services and developing Deliverables for EOHHS under this Grant Agreement. The Grantee agrees that it will not: (a) permit any third party to use Commonwealth Property; (b) sell, rent, license, or otherwise use the Commonwealth Property in the operation of a service bureau, or for any purpose other than as expressly authorized under this Grant Agreement; or (c) allow or cause any information accessed or made available through use of the Commonwealth Property to be published, redistributed, or retransmitted or used for any purpose other than as expressly authorized under this Grant Agreement. The Grantee agrees not to, modify the Commonwealth Property in any way, enhance or otherwise create derivative works based upon the Commonwealth Property or reverse engineer, decompile, or otherwise attempt to secure the source code or raw data for all or any part of the Commonwealth Property, without EOHHS's express prior consent. EOHHS reserves the right to modify or eliminate any portion of the Commonwealth Property in any way at any time. EOHHS may terminate use of the Commonwealth Property by the Grantee immediately and without prior notice in the event of the failure of such person to comply with the security or confidentiality obligations hereunder. Because of the nature of computer information technology, including but not limited to the use of the internet, and the necessity of relying upon third-party technology contractors, the Commonwealth Property is provided "AS IS" and EOHHS FOR ITSELF, ITS AGENCIES, AND ANY RELEVANT AUTHORIZED USERS EXPRESSLY DISCLAIMS ANY AND ALL REPRESENTATIONS AND WARRANTIES CONCERNING THE COMMONWEALTH PROPERTY, COMMONWEALTH DATA, OR ANY THIRD-PARTY CONTENT TO BE PROVIDED HEREUNDER, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF NONINFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR QUALITY OF SERVICES.

Federal License Rights. The Federal government reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use for Federal government purposes, any Deliverables, modifications, and related documentation designed, developed, or installed with federal financial participation or other federal funding (as determined by the records of EOHHS, which shall be binding except in the event of manifest error) that are developed as part of the services under this Grant Agreement.

Section 5.16 No Third-party Enforcement

This Grant Agreement shall be enforceable only by the parties, or officers or agencies of the Commonwealth authorized to act on behalf of EOHHS or its successors. Nothing in this Grant Agreement shall be deemed to confer benefits or rights to any other parties.

Section 5.17 Effect of Invalidity of Clauses

If any clause or provision of this Grant Agreement is in conflict with any state or federal law or regulation, that clause or provision shall be null and void and any such invalidity shall not affect the validity of the remainder of this Grant Agreement. Moreover, the Grantee and Subgrantees shall comply with any such applicable state or federal law or regulation.

Section 5.18 Authorizations

This Grant Agreement is subject to all necessary state and federal approvals.

Section 5.19 Prohibited Activities and Conflict of Interest

The Grantee certifies and agrees that it, its employees, affiliates, Subgrantees, consultants, and those who have a contract with the Grantee shall:

- A. Not have any interest that conflicts with the performance of services under the Grant Agreement for the duration of the Grant Agreement, as determined by EOHHS. The Grantee shall inform EOHHS of any potential conflict of interest, in any degree, arising during the term of this Grant Agreement; and
- B. Not have been debarred by any federal agency, excluded from participation in a program under Titles XVIII, XIX, or XXI of the Social Security Act, or subjected to a civil money penalty under the Social Security Act.

Section 5.20 Compliance with Laws

- A. The Grantee shall comply with all applicable statutes, orders, and regulations promulgated by any federal, state, municipal, or other governmental authority relating to performance of this Grant Agreement as soon as they become effective. EOHHS may unilaterally amend this Grant Agreement in order to ensure compliance with such laws and regulations.
- B. The Grantee shall promptly execute and comply with any amendment to this Grant Agreement that EOHHS determines is necessary to ensure compliance with all applicable statutes, orders, and regulations promulgated by any federal, state, municipal, or other governmental authority.

Section 5.21 Amendments

The parties agree to negotiate in good faith to cure any omissions, ambiguities, or manifest errors herein. By mutual agreement, the parties may amend this Grant Agreement where such amendment does not violate state or federal statutory, regulatory, or waiver provisions, provided such amendment is in writing, signed by both parties, and attached hereto. Further, the Grantee agrees to take such action as is necessary to amend this Contract in order for EOHHS to comply with all applicable state and federal law, as outlined in Section 5.19.

Section 5.22 Counterparts

This Grant Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

Section 5.23 Section Headings

The headings of the sections of this Grant Agreement are for convenience only and shall not affect the construction hereof.

Section 5.24 Waiver

EOHHS's exercise or non-exercise of any authority under this Grant Agreement including, but not limited to, review and approval of materials submitted in relation to the Grant Agreement, shall not relieve the Grantee of any obligations set forth herein, nor be construed as a waiver of any of the

Grantee's obligations or as acceptance by EOHHS of any unsatisfactory practices or breaches by the Grantee.

Section 5.25 Record Keeping, Quality Review, Audit, and Inspection of Records

- A. The Grantee shall ensure it and its Subgrantees maintain all books, records, and other compilations of data pertaining to the performance of the provisions and requirements of the Grant Agreement, as determined by EOHHS, to the extent and in such detail as shall properly substantiate claims for payment under the Grant Agreement and in accordance with the requirements in Section 7 of the Commonwealth Terms and Conditions. Specifically, the Grantee shall ensure that Grantee and Subgrantees:
1. Maintain all pertinent records in a cost-effective and easily retrievable format;
 2. Maintain backup documentation on all SSYI grant-funded expenses, such as invoices, receipts, and timesheets, until the end of the grant period and retain this documentation for seven years after the Grant Agreement ends;
 3. Implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of PI and any other data and materials used by the Grantee and Subgrantees under this Grant Agreement ;
 4. Take all reasonable and necessary steps to protect the physical security of personal data or other data and materials used by the Grantee and Subgrantees. The protection of physical security shall mean prevention of unauthorized access, dissemination, misuse, reproduction, removal, or damage to data or materials used by or in the possession of the Grantee and Subgrantees; and
 5. Immediately notify EOHHS both orally and in writing if the Grantee or Subgrantee has any reason to believe that any data applicable to the Grant Agreement have been improperly accessed, disseminated, misused, copied, or removed.
- B. EOHHS, the Governor, the Secretary of Administration and Finance, the Comptroller, the State Auditor, the Attorney General, or any of their duly authorized representatives or designees, or any other state or federal oversight agency shall have the right at reasonable times and upon reasonable notice to:
1. Examine and copy books, records, and other compilations of data pertaining the performance of this Grant;
 2. Evaluate through inspection or other means the quality, appropriateness, and timeliness of the Grantee's and Subgrantees' performance under the Grant Agreement; and
 3. Inspect and audit the financial records of the Grantee and Subgrantees related to the performance of this Grant. Upon request, the Grantee and Subgrantees, shall provide its most recent and past independent auditor's reports, detailed agency budgets that show the agency's allocation of costs to its funding sources, and other documentation. All documentation shall be made available promptly upon request for inspection and copying and/or through email to any person authorized by EOHHS.

Section 5.26 Requirements for Subgrantees

In addition to the provisions of Section 9 of the Commonwealth Terms and Conditions, the following provisions shall apply to all Subgrantees and their respective subcontracts with the Grantee and/or other Subgrantees:

SSYI Grant Agreement

- A. All Grantee requirements set forth in this Grant Agreement that are relevant to the arrangement between the Grantee and Subgrantee shall apply to Subgrantee
- B. Prior to contracting with a Subgrantee, the Grantee shall evaluate the prospective Subgrantee's ability to perform the activities to subcontracted.
- C. The Grantee shall maintain in writing all subcontracts relating to this Grant Agreement.
 - 1. All Subgrantees and subcontracts are subject to EOHHS' approval, which may include reviewing any subcontract documents or contracts or processes, meeting with the perspective Subgrantee, or requiring resumes of the Subgrantee's key personnel. All such subcontracts must contain all relevant provisions of this Grant Agreement and the Commonwealth Terms and Conditions appropriate to the service or activity and all terms of such subcontract must be consistent with all terms and conditions of this Grant Agreement. A copy of this Grant Agreement shall be included in all subcontracts related to the Program. The Grantee must obligate in writing all such Subgrantees to comply with all data privacy and data security provisions, including any obligations that the Grantee undertakes under any confidentiality agreements pertaining to personal data or protected health information as may be required under state or federal law.
 - 2. The Grantee must obligate in writing all such Subgrantees to cooperate fully with EOHHS and all Program directives, initiatives, oversight, and activities. The Grantee must further obligate all such Subgrantees to be responsive to inquiries regarding the Program and communications from the Grantee and/or EOHHS.
- D. The Grantee is fully responsible for any Subgrantee's performance and for meeting all terms and requirements of this Grant Agreement. The Grantee shall not be relieved of any legal obligation under this Grant Agreement, regardless of whether the Grantee enters into subaward agreements for the performance of any Grant responsibility.

Section 5.27 Entire Agreement

This Grant Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof including all Attachments and Appendices hereto, and supersedes all prior agreements, representations, negotiations, and undertakings not set forth or incorporated herein. The terms of this Grant Agreement shall prevail notwithstanding any variances with the terms and conditions of any written or verbal communication subsequently occurring, except as otherwise provided herein. This Grant Agreement, including the Commonwealth of Massachusetts Standard Contract Form and Commonwealth Terms and Conditions, shall supersede any conflicting verbal or written agreements, forms, or other documents relating to the performance of this Grant Agreement.

Section 5.28 Responsibility of the Grantee

The Grantee is responsible for the professional quality, technical accuracy, and timely completion and delivery of all services furnished by the Grantee or Subgrantees under this Grant Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in its deliverables and other services.

Section 5.29 Administrative Procedures Not Covered

EOHHS may, from time-to-time, issue memoranda clarifying, elaborating upon, explaining or otherwise relating to Grant administration and other management matters.

Section 5.30 Remedies for Poor Performance

EOHHS may seek remedies for poor performance on the part of the Grantee under this Grant Agreement. If the Grantee fails to perform and/or fails to ensure the Subgrantees perform in a manner that is satisfactory to EOHHS, EOHHS may take one or more of the following actions:

- A. Require the Grantee to meet with EOHHS or contracted technical assistance staff to address performance issues related to the Program and/or this Grant Agreement.
- B. Require the Grantee to develop and submit a corrective action plan for EOHHS's review and approval, including actions for the Grantee to take with regard to Subgrantees' performance. EOHHS will approve, disapprove, or require modifications to the corrective action plan based on its reasonable judgment as to whether the corrective action plan will correct the deficiency. The Grantee shall promptly and diligently implement the corrective action plan as approved by EOHHS. Failure to implement the corrective action plan may subject the Grantee to termination of the Grant Agreement by EOHHS;
- C. Require the Grantee ensure the Subgrantees meet the requirements of this section and meet with EOHHS or develop and submit a corrective action plan as described above.
- D. Suspend payments to or recover payments from the Grantee; or
- E. Terminate the Grant Agreement with or without cause as EOHHS determines appropriate.

Section 5.31 Cover

EOHHS may provide or procure the services reasonably necessary to cure any default by the Grantee if, in EOHHS's reasonable judgment: 1) the Grantee's default is not so substantial as to require Grant Agreement termination; 2) reasonable efforts to induce the Grantee to cure are unavailing; and 3) the default can be covered by EOHHS or another resource without unduly interfering with the Grantee's continued performance. If EOHHS finds it necessary to cover the default under these circumstances, the Grantee shall reimburse EOHHS for the reasonable cost of cover.

Section 5.32 Termination

EOHHS may terminate this Grant Agreement immediately and without prior written notice upon any of the following events:

- A. If EOHHS determines, in its sole discretion, that the Grantee has materially breached any of its obligations under this Grant Agreement or fails to complete obligations under this Grant Agreement to EOHHS's satisfaction. Prior to terminating this Grant Agreement as permitted above, EOHHS in its sole discretion may provide an opportunity for the Grantee to cure or end the breach. If such an opportunity is provided, but a cure is not feasible, or the Grantee fails to cure the breach or end the violation within a time period set by EOHHS, EOHHS may terminate the Grant Agreement immediately upon written notice;
- B. Cessation in whole or in part of state funding for the Grant Agreement; or
- C. Changes in applicable state or federal law or policy that makes termination of the Grant Agreement necessary or advisable.

Section 5.33 Fraud

- A. The Grantee shall notify EOHHS in writing within 10 calendar days if it or, where applicable, any Subgrantees receive or identify any information that gives them reason to suspect that any Client, SSYI Grant Agreement

Grantee or Subgrantee has engaged in fraud as defined under 42 CFR 455.2 or other applicable law. In the event of suspected fraud, no further contact shall be initiated with such Client, Grantee or Subgrantee on that specific matter without EOHHS's approval.

- B. The Grantee and, where applicable, Subgrantees shall cooperate, as reasonably requested in writing, with the Office of the Attorney General's Medicaid Fraud Division (MFD), the Office of the State Auditor's Bureau of Special Investigations (BSI), or other applicable enforcement agencies. Such cooperation shall include, but not be limited to, providing at no charge, prompt access and copies of any documents and other available information determined necessary by such agencies to carry out their responsibilities regarding fraud and abuse, maintaining the confidentiality of any such investigations, and making knowledgeable staff available at no charge to support any investigation, court, or administrative proceeding.

Section 5.34 Restrictions of Use of the Commonwealth Seal

Grantees are not allowed to display the Commonwealth of Massachusetts Seal in their bid package or subsequent marketing materials if they are awarded a Grant Agreement because use of the coat of arms and the Great Seal of the Commonwealth for advertising or commercial purposes is prohibited by law.

Section 5.35 Electronic Funds Transfer

Grantees must agree to participate in the Commonwealth Electronic Funds Transfer (EFT) program for receiving payments, unless the Grantee can provide compelling proof that it would be unduly burdensome. Additional information about EFT is available on the VendorWeb site (www.mass.gov/osc).

Grantees, upon notification of contract award, will be required to enroll in EFT as a contract requirement by completing and submitting the EFT Authorization Agreement, provided by EOHHS at that time, for review, approval, and forwarding to the Office of the Comptroller. If the Grantee is already enrolled in the program, it may so indicate to EOHHS. Because the EFT Authorization Agreement contains banking information, this form, and all information contained on this form, shall not be considered a public record and shall not be subject to public disclosure through a public records request.

Section 5.36 Insurance

The Grantee agrees to provide, pay for and maintain at the Grantee's expense all insurance required by state or federal law for its employees, as applicable, including workers' compensation and unemployment compensation, and shall provide EOHHS with certification of same upon request.

The Grantee also agrees to provide, pay for and maintain insurance coverage of such type and in such amounts as will completely protect the Grantee, and if commercially reasonable, EOHHS, its officials, officers, agents, servants, employees and assigns, against any and all risks of loss (including costs of defense) or liability arising out of this Grant Agreement.

Section 5.37 Public Communications Protocol

The Grantee shall coordinate with and obtain prior approval from EOHHS before the Grantee, Subgrantees, or Program Partners respond to any media inquiry, make any public comment, or issue other public communication regarding any aspect of the Grant Agreement.

Further, the Grantee and Subgrantees shall not (a) issue or authorize the issuance, display, distribution or publication of any news story, publicity release, interview, promotional or marketing material, public announcement, testimonial, advertising or other marketing materials or collateral (collectively, "Collateral") relating to (i) this Grant Agreement or (ii) the services provided hereunder and/or (b) use the name or marks of, refer to, or identify the Commonwealth, EOHHS or any of its agencies in any Collateral without the prior written approval of EOHHS (which approval EOHHS may withhold in its sole discretion), except no such written approval is required to the extent any such disclosure is required by law. EOHHS may withdraw such consent at any time.

Section 5.38 Order of Precedence

The Grant Application and Grantee's Response to the Grant Application specified below are incorporated by reference into this Grant Agreement. Any ambiguity or inconsistency between these documents shall be resolved by applying the following order of precedence:

- A. The Commonwealth Standard Contract Form;
- B. The Commonwealth Terms and Conditions;
- C. This Grant Agreement, including any amendments hereto;
- D. The Grant Application; and
- E. The Grantee's Response to the Grant Application.

Section 5.39 Notices

Notices to the parties as to any matter hereunder shall be sufficient if given in writing and sent by certified mail (return receipt requested), postage prepaid, or delivered in hand or by an overnight delivery service with acknowledgment of receipt:

To EOHHS:

Glenn Daly
Executive Office of Health and Human Services
One Ashburton Place, 11th Floor
Boston, MA 02108

With Copies to:

General Counsel
Executive Office of Health and Human Services
One Ashburton Place, 11th Floor
Boston, MA 02108

To the Grantee:

Mayor Joshua Garcia
City of Holyoke
536 Dwight St.
Holyoke, MA 01040



City of Holyoke,
Massachusetts

Birthplace of Volleyball

Tanya Wdowiak <wdowiakt@holyoke.org>

Fwd: SS4A 693JJ32540386_City of Holyoke

Aaron Vega <vegaa@holyoke.org>

Thu, Jul 31, 2025 at 2:11 PM

To: Tanya Wdowiak <wdowiakt@holyoke.org>

Cc: Milra Gates <gatesm@holyoke.org>, Jeffery Anderson-Burgos <anderson-burgosj@holyoke.org>, Matthew Sokop <sokopm@holyoke.org>, Alex Vyce <vycea@holyoke.org>, Jane Mantolesky <mantoleskyj@holyoke.org>

Hello Tanya, here is the signed agreement for the SS4A grant.

- the only changes were some new language on job creation and removing terms like environmental justice, but nothing related to the scope of the grant and work.

Aaron Vega

Director

Office of Planning and Economic Development (OPED)

City of Holyoke

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20 Korean Veterans Plaza, Suite 406

Holyoke, MA 01040

P: (413) 322-5575

F: (413) 322-5576

E: VegaA@holyoke.org

W: www.holyoke.org

----- Forwarded message -----

From: **Nguyen, Phuc (FHWA)** <phuc.nguyen@dot.gov>

Date: Wed, Jun 18, 2025 at 7:00 AM

Subject: SS4A 693JJ32540386_City of Holyoke

To: keittj@holyoke.org <keittj@holyoke.org>

Cc: Parker, Stephen (FHWA) <stephen.parker@dot.gov>, Kunhardt, Maria (FHWA) <maria.kunhardt@dot.gov>, Carr, William (FHWA) <william.carr@dot.gov>

Good morning Jennifer Keitt,

Congratulations again on your selection for a Safe Streets and Roads for All grant. Attached for your records is the fully executed grant agreement No. 693JJ3250386. The award is effective as of June 17, 2025.

[Quoted text hidden]



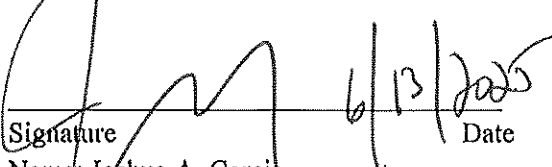
693JJ32540386 City of Holyoke FE.pdf

3886K

1. **Federal Award No.**
693JJ32540386
2. **Effective Date**
See No. 16 Below
3. **Assistance Listings No.**
20.939
4. **Award To**
City of Holyoke
536 Dwight Street
Holyoke, MA 01040

Unique Entity Id.: G1H4KQZ18HD1
TIN No.: 04-6001393
5. **Sponsoring Office**
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590
6. **Period of Performance**
Effective Date of Award –
through September 1, 2027
7. **Total Amount**
Federal Share: \$158,280
Recipient Share: \$39,570
Other Federal Funds: \$0
Other Funds: \$0
Total: \$197,850
8. **Type of Agreement**
Grant
9. **Authority**
Section 24112 of the Infrastructure Investment
and Jobs Act (IIJA, Pub. L. 117–58, November
15, 2021)
10. **Procurement Request No.**
HSA240477PR
11. **Federal Funds Obligated**
\$158,280
12. **Submit Payment Requests To**
See Article 5.
13. **Accounting and Appropriations Data**
15X0174E50.0000.055SR30500.5592000000.41010.61006600
14. **Description of the Project**
The City seeks funding to prepare a Safety Action Plan that will provide an opportunity to engage the community, collect necessary data on crashes, evaluate existing policies and procedures, and make informed decisions regarding prioritization of future safety and transportation initiatives.

RECIPIENT**15. Signature of Person Authorized to Sign**


Signature _____ Date 6/13/2025
Name: Joshua A. Garcia
Title: Mayor

FEDERAL HIGHWAY ADMINISTRATION**16. Signature of Agreement Officer**

VERONICA R
JACOBSON
Signature _____ Date _____
Name: Veronica R. Jacobson
Title: Agreement Officer

Digitally signed by VERONICA R
JACOBSON
Date: 2025.06.17 14:01:06 -06'00'

U.S. DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT UNDER THE
FISCAL YEAR 2023 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the City of Holyoke (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for the Development of Holyoke's Comprehensive Safety Action Plan.

The parties therefore agree to the following:

ARTICLE 1
GENERAL TERMS AND CONDITIONS

1.1 General Terms and Conditions.

- (a) In this agreement, "General Terms and Conditions" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2023 Safe Streets and Roads for All ("SS4A") Grant Program," dated March 17, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2023." Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

ARTICLE 2
APPLICATION, PROJECT, AND AWARD

2.1 Application.

Application Title: Development of Holyoke's Comprehensive Safety Action Plan

Application Date: 7/10/2023

2.2 Award Amount.

SS4A Grant Amount: \$158,280.00

2.3 Federal Obligation Information.

Federal Obligation Type: Single

2.4 Budget Period.

Budget Period: See Block 6 of Page 1

2.5 Grant Designation.

Designation: Planning

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project's Statement of Work.

The City seeks funding to prepare a Safety Action Plan that will provide an opportunity to engage the community, collect necessary data on crashes, evaluate existing policies and procedures, and make informed decisions regarding prioritization of future safety and transportation initiatives.

The project will be completed in one phase.

3.2 Project's Estimated Schedule.

Action Plan Schedule

Milestone	Schedule Date
Planned NEPA Completion Date:	6/30/2025
Planned Draft Plan Completion Date:	3/29/2027
Planned Final Plan Completion Date:	4/30/2027
Planned Final Plan Adoption Date:	5/31/2027
Planned SS4A Final Report Date:	6/30/2027

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$158,280

Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$24,570
In-Kind Match:	\$15,000
Other Funds:	\$0
Total Eligible Project Cost:	\$197,850

(b) [RESERVED]

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4 RECIPIENT INFORMATION

4.1 Recipient Contact(s).

Aaron M. Vega
Executive Director
City of Holyoke Office of Planning and Economic Development
20 Korean Veterans Plaza, City Hall Annex, Suite 406, Holyoke, MA 01040
(413) 322-5655
vegaa@holyoke.org

4.2 Recipient Key Personnel.

Name	Title or Position
Carl Rossi	City of Holyoke Director of Public Works

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager

Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-2822
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-42, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590
HCFASS4A@dot.gov

and

Agreement Officer's Representative (AOR)
Division Administrator
FHWA MA Division
220 Binney Street, 9th Floor
Cambridge, Massachusetts 02142
(617) 494-3657
Massachusetts.FHWA@dot.gov

and

Maria Kunhardt
Massachusetts Division Office Lead Point of Contact
Community Planner
220 Binney Street, 9th Floor
Cambridge, MA 02142
617-494-3241
Maria.kunhardt@dot.gov

ARTICLE 5

USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition
and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the "AO") are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308(f)(6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "AOR") may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The

Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1 SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2 The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3 SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4 The Recipient of a Planning and Demonstration Grant acknowledges that the Action Plan will be made publicly available and agrees that it will publish the final Action Plan on a publicly available website.
- 6.5 There are no other special grant requirements.

ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION

Study Area: City of Holyoke

Baseline Measurement Date: N/A

Baseline Report Date: N/A

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

ATTACHMENT B CHANGES FROM APPLICATION

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to clearly and accurately document any differences in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert "N/A" in Section 3.3 of the table.

Scope: N/A

Schedule: N/A

Budget: N/A

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs			N/A	
Future Eligible Project Costs				
SS4AFunds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs			N/A	
Total Project Costs			N/A	

ATTACHMENT C

[RESERVED]

ATTACHMENT D

[RESERVED]

ATTACHMENT E
LABOR AND WORKFORCE

1. **Efforts to Support Good-Paying Jobs and Strong Labor Standards**

The Recipient states that rows marked with "X" in the following table align with the application:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
X	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in schedule B. <i>(Identify the relevant actions from schedule B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

The development of this Safety Action Plan will not change labor standards or create jobs. However, the promotion of safety standards, multiple modes of transportation and the potential resulting construction may have a positive impact in the future.

Funding received for this planning project will require that all Request for Proposals (RFP) include clear commitments to robust job creation, including the provision of good-paying jobs with the free and fair choice to join a union. RFPs will prioritize contractors and partners who invest in high-quality workforce training programs—such as registered apprenticeships—and implement targeted and local hiring preferences. Respondents must demonstrate partnerships with workforce development programs offering supportive services (e.g., childcare, transportation, case management) to train, place, and retain workers. Proposals must also include plans for preventing harassment and promoting safe, inclusive workplaces. Engagement with local unions, worker-based organizations, and community groups will be required throughout the project lifecycle, including through project labor or community benefit agreements. These labor standards will be built into all phases of the planning process.

ATTACHMENT F
CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE

1. **Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.**

The Recipient states that rows marked with "X" in the following table are accurate:

X	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
X	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
X	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

2. **Supporting Narrative.**

The City of Holyoke will proactively consider and address relevant physical and cyber security risks based on the transportation mode, scale, and scope of project activities. Security and resilience will be integrated into the planning, design, and oversight processes, in alignment with guidance from the Department of Homeland Security. The Recipient will also fully comply with 2 CFR 200.216, including the prohibition on the use of covered telecommunications and video surveillance equipment and services.



07/15/2025

Via E-Mail

Aaron Vega, Director
20 Korean Veterans Plaza, Suite 406
Holyoke MA 01040

RE: FY 2026 Community Mitigation Award- Holyoke

Dear Aaron Vega,

On behalf of the Massachusetts Gaming Commission, I extend my congratulations on your successful application to the Community Mitigation Fund. We are confident that your grant-funded work will contribute positively to the region.

Enclosed with this letter is the Grant and State Contract for execution by a person authorized to sign on behalf of the community. Please be sure to read the grant and contract as they contain detailed information about the terms and conditions of your grant, including the approved grant amount, reporting requirements, special conditions (if any), and end date of the grant. It's important to note that the Commission changed the duration of the grants to two years (instead of four years). You can find all necessary forms for quarterly reports and close-outs on our website at <https://massgaming.com/about/community-mitigation-fund/forms/>. Please review these carefully and feel free to reach out to our team if you have any questions or need further clarification.

Your signed grant and contract must be returned as soon as possible to ensure the appropriate encumbrance of funds. No expenditures can be made on this Grant until fully executed copies of the grant and contract are received by MGC.

Once again, congratulations on your grant award. We look forward to working closely with you to ensure the successful completion of your grant funded work.

Sincerely

A handwritten signature in black ink, appearing to read "Joe Delaney", is written over a light blue horizontal line.

Joseph Delaney, Chief of Community Affairs

COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osd-forms.

CONTRACTOR INFORMATION			COMMONWEALTH INFORMATION		
Contractor Legal Name Holyoke		d/b/a	Department Massachusetts Gaming Commission		MMARS Code MGC
Legal Address 20 Korean Veterans Plaza, Suite 406, Holyoke, MA 01040 As entered on Form W-9 or Form W-4			Contract Manager Name Joseph Delaney		Business Mailing Address 101 Federal St, Boston, MA 02110
Contract Manager Name Aaron Vega			Billing Address If Different		
Phone (413) 3225575	Email vegaa@holyoke.org>	Fax	Phone 617-533-9713	Email Joseph.Delaney@Massgaming.gov	Fax
Vendor Code VC 6000192102			MMARS Doc ID(s) 2026HolyokeBlockGrnt		
Vendor Code Address ID AD AD001 e.g. "AD001". Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.			RFR/Procurement or Other ID Number BD-25-1068-1068C-1068L-109685		

NEW CONTRACT

Procurement or Exception Type (Check one option only)

- ☐ Statewide Contract (OSD or an OSD-designated department.)
- ☐ Collective Purchase (Attach OSD approval, scope, and budget.)
- ☒ Department Procurement - Includes all Grants 815 CMR 2.00. (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.)
- ☐ Emergency Contract (Attach justification for emergency, scope, and budget.)
- ☐ Contract Employee (Attach Employee Status Form, scope, and budget.)
- ☐ Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.)
- ☐ Other Procurement Exception (Attach authorizing language, legislation with specific language, and exception justification, scope, and budget.)

CONTRACT AMENDMENT

Current Contract End Date
PRIOR to AmendmentAmendment Amount
Or Enter "No Change"

Amendment Type (Check one option only. Attach details of amendment changes.)

- ☐ Amendment to Date, Scope, or Budget (Attach updated scope and budget.)
- ☐ Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.)
- ☐ Contract Employee (Attach any updates to scope or budget.)
- ☐ Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)

TERMS AND CONDITIONS

TERMS AND CONDITIONS

The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding (Check ONE option):

COMMONWEALTH TERMS AND CONDITIONS

Commonwealth Terms and Conditions for Human and Social Services

Commonwealth IT Terms and Conditions

COMPENSATION (Check ONE option.)

The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.

PROMPT PAYMENT DISCOUNTS (PPD) Maximum obligation for total duration of this contract (or new total if contract is being amended): \$294,000

PROMPT PAYMENT DISCOUNTS (PPD)

Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See Prompt Pay Discounts Policy.

Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within: 10 days % PPD. 15 days % PPD. 20 days % PPD. 30 days % PPD.

If PPD percentages are left blank, identify reason:

- ☐ Statutory/legal ☐ Ready Payments (M.G.L. c. 29, § 23A) ☒ Agree to standard 45-day cycle ☐ Only initial payment

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT

Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications. Community Mitigation Fund Grant FY 26 - This State Contract is intended to fund the projects outlined below as approved by the Massachusetts Gaming Commission on 06/17/2025. A complete scope of work for these projects can be found attached.

SUPPLIER DIVERSITY PROGRAM (SDP) PLAN

Does the Supplier Diversity Program apply?

☐ YES☒ NO

If YES, the Contractor's annual SDP commitment for this Contract is

If NO, and the department is an Executive Department, enter the appropriate exemption:

ANTICIPATED START DATE (complete ONE option only.)

The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

- ☐ 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.
- ☐ 2. may be incurred as of , 20 , a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.
- ☐ 3. were incurred as of , 20 , a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE

Contract performance shall terminate as of June 30, 2027, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS

Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms govern performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR

Signature and date must be captured at time of signature.

Signature

Date

Print Name

Print Title

AUTHORIZING SIGNATURE FOR THE COMMONWEALTH

Signature and date must be captured at time of signature.

Signature

Date

Print Name Joseph Delaney

Print Title Chief of Community Affairs



BD-25-1068-1068C-1068L-109685

*By and between the Massachusetts Gaming Commission and
The City of Holyoke, Massachusetts*

This Fiscal Year (FY) 2026 Grant (the "Grant") is entered into by and between the Massachusetts Gaming Commission ("Commission"), and the City of Holyoke, Massachusetts (hereinafter "the Parties") for an award in the amount of \$294,000 in accordance with M.G.L. c. 23K, §61 and the FY 2026 Community Mitigation Fund Guidelines. **This Grant Agreement expires on June 30, 2027.**

RECITALS

The following recitals are an integral part of this Grant Agreement:

1. The Grantee has qualified to apply for funding under M.G.L. c. 23K, §61 and the Grantee has submitted an Application to the Commission in accordance with M.G.L. c. 23K, §61 requesting disbursements to Grantee from the Community Mitigation Fund; and
2. The Commission has determined that the Grantee is eligible for the receipt of a Grant under the Community Mitigation Fund. The Grantee has agreed to accept the funds subject to all terms and conditions of this Grant.
3. The purpose of this Grant is to establish the specific scope, budget, and conditions for Grantee to provide to the Commission as part of this Grant; and
4. In consideration of the promises and the mutual covenants contained in this Grant, the receipt and legal sufficiency of which are hereby acknowledged, the Commission and the Grantee, intending to be legally bound, hereby agree as follows:

DEFINITIONS

Application: Shall mean the documents submitted in response to the Request for Response BID Number: BD-25-1068-1068C-1068L-109685 by the Grantee and, if applicable, the Response to the Request for Supplemental Information (RRSI) as approved by the Commission on 06/17/2025.

Effective Date: The Effective Date of this Grant or any amendment hereto is the date on which this Grant or an amendment is fully executed by all parties.

SECTION 1 THE GRANT

As of the Effective Date and subject to the satisfaction of or compliance with, as reasonably determined by the Commission: (a) all of the terms and conditions of this Grant, (b) the applicable provisions of M.G.L. c. 23K, Chapter 194 of the Acts of 2011, and 205 CMR, and (c) any other rule, regulation, policy, guideline, approval, or directive of the Commission, the Commission hereby approves the following Grant: an amount that shall under no circumstances exceed two hundred ninety-four thousand dollars (\$294,000). The Parties hereby acknowledge and agree that the amount set forth in this section, as determined by the Commission in its sole discretion, is the maximum amount of funding that the Grantee may receive from the Commission under this specific Grant. This Grant is also subject to all the terms and conditions in the Commonwealth of Massachusetts – Standard Contract Form and Commonwealth Terms and



Conditions as issued by the Massachusetts Executive Office for Administration and Finance or the Interdepartmental Service Agreement, as applicable.

SECTION 2 COVENANTS, REPRESENTATIONS, AND WARRANTIES

The Grantee covenants and agrees that in exchange for this Grant, the Grantee shall and shall cause its employees, officials, agents, and representatives to perform and comply with the following covenants, and otherwise represents and warrants as follows:

2.1 The Grantee was awarded this Grant based on representations in its Grant Application and its RRSI regarding the Grant's intended purpose or use.

2.2 The Grantee hereby acknowledges and agrees that neither the Grantee nor any of its employees, officials, agents, or representatives has submitted nor shall submit any false or intentionally misleading information or documentation to the Commission in connection with this Grant, including the Application and RRSI, as applicable, and further acknowledges and agrees that the submission of any such information or documentation shall be a material breach of this Grant and may be cause for the Commission to revoke any and all payments otherwise due to the Grantee, to recoup any previous payments made to the Grantee, and/or to make the Grantee ineligible for any further funding from the Commission. The Grantee hereby further agrees that it shall have a continuing obligation to update and notify the Commission in writing when it knows or has any reason to know that any information or documentation submitted to the Commission contains false, misleading or incorrect information.

2.3 The Grantee certifies that the funds from this Grant will be used solely for the purposes outlined in **SECTION 3 SCOPE OF GRANT**.

2.4 The Grantee hereby agrees that it shall use its best efforts and resources to diligently satisfy and complete each of the terms and conditions of this Grant and the purposes for which the funding is being provided, as set forth in **SECTION 3 SCOPE OF GRANT**.

2.5 The Grantee hereby acknowledges and agrees that all expenditures of Grant funds shall be subject to review and audit by the Commission.

2.6 The Grantee hereby acknowledges and agrees that the scope of any activities prepared pursuant to this Grant shall be approved by the Commission's staff prior to the commencement of such actions.

2.7 The Grantee shall provide the Commission with all studies, reports or other documents prepared as part of this Grant. Copies of any studies, reports, or other documents prepared by the Grantee by its agents, associates, consultants, employees, partners, or servants insofar as they relate to this Grant shall be forwarded to the Commission.

2.8 The Grantee certifies that all goods and services procured in furtherance of this Grant, as described in **SECTION 3 SCOPE OF GRANT**, will be procured in accordance with all applicable federal, state and municipal laws, with written contracts, subject to the approval of the Commission's staff.

2.9 The funding is solely intended for use towards the execution of the items delineated in **SECTION 3 SCOPE OF GRANT** as approved by the Commission. The exact dollar figure of the Grant may be determined after projects bids have been received and final costs are allocated.



2.10 During the term of the Grant and for six years from the date of transmission of the final expenditure report, the Grantee agrees to maintain, intact and readily accessible, all communications, data, documents, reports, records, receipts, contracts, and supporting materials relating to the Project.

2.11 The Grantee shall furnish to the Commission such further affidavits, certificates, opinions of counsel, surveys and other documents and instruments as may be required by the Commission to ensure that the terms of this Grant are being observed and performed in all respects.

2.12 The Grantee shall and shall cause its employees to comply with all provisions of this Grant, and all provisions of law that are applicable to the Grant; the Grantee shall take all action necessary to fulfill its obligations under this Grant and under all other agreements related to the Grant that have been referenced herein or otherwise approved by the Commission.

2.13 With respect to all actions taken in relation to the Grant, the Grantee and all of its officers, agents and employees shall observe and obey, and shall include language in all of its contracts with the contractors and vendors requiring them to observe and obey, all federal, state and local laws, regulations, ordinances, codes, statutes, orders and directives and any other applicable provisions of law.

2.14 The Grantee hereby acknowledges and agrees that the terms set forth in the Grant are intended solely to govern the disbursement of funds in accordance with M.G.L. c. 23K, §61. Nothing herein shall be construed as advice to, nor create a duty to provide advice to, the Grantee regarding legal or contractual requirements or best practices. Further, nothing in this Grant shall be construed as creating a duty or obligation on the part of the Commission to oversee or monitor the performance of any contractor, vendor, or other project participants.

2.15 The Grantee has read and fully understands the provisions of the Massachusetts Conflict of Interest law, M.G.L. c. 268A, and has implemented policies and procedures to ensure that all employees, agents, consultants, and representatives working on or for any project for which Grant funds will be used are in compliance with M.G.L. c. 268A to the extent that it is applicable.

2.16 The Grantee has implemented policies and procedures to prevent and eliminate fraud, waste, and abuse of public funds in connection with the expenditure of the funds from this Grant.

2.17 The Grantee represents that the acceptance of funding in accordance with the terms of this Grant does not and will not conflict with or result in the violation of any charter, by-law, ordinance, order, rule, regulation, statute or any other applicable provision of law or any order, rule, regulation or judgment of any court or other agency of government.

2.18 The Grantee represents that it has duly obtained all necessary votes, resolutions, appropriations, and local approvals for the actions set forth in **SECTION 3 SCOPE OF GRANT** and has taken all actions necessary or required by law to enable it to execute this Grant and to perform its obligations hereunder.

2.19 The Grantee represents that all meetings of all public bodies related to this Grant which relate in any way to the expenditure of funds from this Grant have been conducted, and shall be conducted, in compliance with the provisions of M.G.L. c. 30A, §§18–25, 940 CMR 29.00 et seq., and all other applicable law.



2.20 (if applicable) For Construction Projects: The Grantee shall provide Commission representatives with access to the Project site whenever Project work is in preparation or progress and shall provide such representatives with proper facilities for site access and inspection. The Grantee shall also provide the Commission with all executed contract documents related to the Project and plans and specifications prepared in relation to this Grant. The Grant will only fund a portion of construction costs. Grant funds will provide 100% of project costs up to \$250,000 and will fund up to 30% of the costs in excess of \$250,000 up to a maximum grant of \$1.5 million. If a municipality has more than one transportation construction project, the total cost of the combined projects will be used to determine the project subsidy (i.e., only the first \$250,000 of the combined projects receives the 100% subsidy). Any grant requests that exceed these funding limits require a waiver from the Commission. Applicants must demonstrate that the project will begin construction no later than June 30, 2026. Applicants may apply for Transportation Construction funds in future years for a project included in an FY 2026 application. However, any FY 2026 transportation construction project may not rely upon contributions from the Community Mitigation Fund in future rounds.

SECTION 3 SCOPE OF GRANT

Having received and reviewed the Application dated 1/31/2025 and supporting documentation submitted by the Grantee, the Commission hereby finds that the following are necessary and reasonable costs to offset costs related to the construction and operation of a gaming establishment. The Grantee hereby acknowledges and agrees that the scope of the Grant shall be governed by the following requirements:

3.1 The Grantee hereby certifies that the Community Mitigation Grant funds are for the sole and exclusive use of the City of Holyoke as approved by the Commission on 6/17/2025.

3.2 The Grantee shall provide the Commission staff with a detailed scope, budget and timeline which shall be approved by the Commission's staff prior to the execution of the Grant.

3.3 If applicable to this Grant, in the event Grantee encounters or anticipates difficulty in meeting the project schedule, the Grantee must immediately notify the Commission's Program Manager in writing, and shall provide pertinent details, including the reason(s) for the delay in performance and the date by which Grantee expects to complete performance or delivery. This notification shall be informational in character only and receipt of it shall not be construed as a waiver by the Commission of a project delivery schedule or date, or any rights or remedies provided by this Grant.

3.4 Any substantive deviation from Grantee's approved Scope of Work or budget, as outlined in the Application and this Grant, during project implementation may require re-evaluation and approval by the Commission.

3.5 If applicable to this Grant Agreement, the Grantee shall identify any other local, state or federal funds, including in-kind services being provided as matching funds for this grant.

3.6 Overview of Approved Scope: See Addendum A -SCOPE OF WORK



3.7 Special Conditions: See Addendum A - SCOPE OF WORK

SECTION 4 DISBURSEMENT OF THE GRANT

Subject to the terms and conditions set forth in this Grant, the Commission shall disburse Grant funds in accordance with the following:

4.1 Having completed review of the Application submitted by the Grantee, the Commission has determined that the Grantee is eligible for funding in the amount of \$294,000.

4.2 The funding is solely intended for use towards the execution of the items delineated in **SECTION 3 SCOPE OF GRANT** as approved by the Commission. The exact dollar figure of the Grant may be determined after projects bids have been received and final costs are allocated.

4.3 Eligible Costs. The Grantee agrees that Project costs eligible for grant funding must comply with the following requirements. To be eligible for reimbursement, Project costs must be:

- a. Consistent with the Project Scope of Work, the Project Budget, and other provisions of the Grant.
- b. Reasonable for the goods or services purchased.
- c. Satisfactorily documented with supporting documentation, which is to be submitted with each invoice.
- d. Treated consistently in accordance with generally accepted accounting principles and procedures for the Grantee.
- e. Eligible for grant funding as part of the grant program through which the funds were awarded.

4.4 In the event that the Commission detects any irregularity in the expenditure of any Grant funds, it may request reimbursement of those misspent funds or pursue any other remedy available by law.

4.5 The Grantee may submit invoices to the Commission on a quarterly basis with the **Quarterly Report Form** pursuant to SECTION 5 of this Grant. The Commission shall make payments for eligible amounts to the Grantee as promptly as fiscal procedures permit upon receipt of Grantee's itemized invoice(s) via the Quarterly Report Form.

4.6 Following approval by the Commission staff as specified in **SECTION 3 SCOPE OF GRANT** and upon the Commission Staff's receipt and approval of an accounting of expenditures, and the receipt of either estimates of proposed expenditures of grant monies, a copy of an invoice, or proof of payment, the Commission shall either issue a check or transfer monies to the Grantee.

4.7 The payment schedule may be modified if the current payment procedure conflicts with the Grantee's accounting practices. Such a request must be made by the Grantee and approved by Commission Staff on a timely basis.

4.8 The Commission shall retain ten percent (10%) of the amounts invoiced until satisfactory completion of work as determined by Commission Staff. Upon a determination by Commission Staff of satisfactory completion of work along with receipt of final invoice and all required documentation from Grantee, the Commission shall pay the ten percent retainage to Grantee.



4.9 Acceptance and processing of the Final Payment by the Grantee shall indicate receipt of the Grant funds in full satisfaction of the approved scope. The Grantee shall provide the Commission with a final accounting after the expenditure of the Final Payment.

SECTION 5 QUARTERLY REPORTING REQUIREMENTS

The Grantee shall submit to the Commission a quarterly update on the expenditure of the Grant funds detailing accomplishments in the quarter, anticipated progress next quarter, pending issues and actions toward resolution, and status of budget and schedule. Said quarterly reports shall be due:

November 15th for the period ending September 30th

February 15th for the period ending December 31st

May 15th for the period ending March 31st

August 15th for the period ending June 30th

SECTION 6 AMENDMENTS

This Grant may be amended only through a written amendment signed by duly authorized representatives of the Commission and the Grantee. Grantees looking to amend their Grant must submit a written request to amend the Grant to the Commission's Program Manager. An amendment to the Grant may be made at the Commission's discretion if the request to amend is consistent with the provisions of this Grant. Grant funds may only be moved between projects within the Grant. Funds may not be moved between previously awarded Grants and this Grant.

SECTION 7 FINAL REVIEW, AUDIT AND CLOSE-OUT

7.1 Upon expenditure of all funds distributed under this Grant, the Grantee shall submit a Grant Review Form and a Close-Out Report Form, which shall include an overview of the goals and objectives stated in the grant application; all documents as further described in Section 2.7 of the Grant; and a description of the changes, if any, that were made to the project that differ from the Application. The Close-Out Report Form shall include a summary of key program accomplishments and shall include:

- a. The Grantee shall submit the Grant Review Form and Close-Out Report Form to the Commission prior to submittal of the Request for the Final Payment.
- b. The Grantee must provide the Commission with a final accounting including the remaining balance of the Final Payment.
- c. The Grantee must return any funds due to the Commission as a result of refunds, corrections, or audits.
- d. The Commission may request any supplemental information it deems necessary to ensure that the funds were expended in accordance with **SECTION 3 – SCOPE OF THE GRANT**. The Commission may conduct, or cause to be conducted, an audit of the transactions and expenditures made by the Grantee in connection with this Grant.

7.2 In the event that the Commission detects any irregularity in the expenditure of any Grant funds, it may request reimbursement of those misspent funds or pursue any other remedy available by law. Unused funds must be promptly returned to the Commission upon the completion of the items identified in **SECTION 3 SCOPE OF GRANT** or the expiration of the grant. In the event of disagreement, the Commission may require the Grantee to return any funds which remain unexpended 60 days after the completion of the grant scope.



SECTION 8 INDEMNIFICATION

8.1 To the fullest extent permitted by law, the Grantee shall indemnify, defend, and hold harmless the Commission, commissioners, agents and employees from and against any and all claims, actions, damages, awards, judgments, liabilities, injuries, costs, fees, expenses, or losses, including, without limitation, reasonable attorney's fees and costs of investigation and litigation whatsoever which may be incurred by or for which liability may be asserted against the Commission, its commissioners, agents or employees arising out of any activities undertaken by, for, or on behalf of the Grantee relative to the expenditure, disbursement, or use of the funds associated with this Grant or any activities, acts or omissions in relation to the Grant including, but not limited to, the performance of any contract or obligation directly or indirectly related to the Grant. This Section shall not be construed to negate or abridge any other obligation of indemnification running to the Commission which would otherwise exist.

8.2 No member or employee of the Commission shall be held personally or contractually liable by or to the Grantee under any provision of this Grant, because of any breach of this Grant, or because of its execution or attempted execution.

SECTION 9 CERTIFICATIONS FILINGS AND SUBMISSIONS

All certifications, filings, and submissions to the Commission in furtherance of this Grant shall be made by a duly authorized representative of the Grantee. Such representative shall acknowledge that such certification, filing, or submission is true, complete and accurate, to the best of the Grantee's knowledge.

SECTION 10 GOVERNING LAW, VENUE, AMENDMENT AND SEVERABILITY

10.1 This Grant shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts. In case any provision(s) hereof shall be determined invalid or unenforceable under the applicable law, such provision(s) shall, insofar as possible, be construed or applied in such manner as will permit the enforcement of this Grant; otherwise, this Grant shall be construed as though such provision(s) had never been made a part hereof.

10.2 Any civil action brought against the Commission by the Grantee, or any person or entity claiming through or under it, which arises out of the provisions of this Grant, shall only be brought in the Superior Court for Suffolk County, Massachusetts. The Grantee, for itself and for any person or entity claiming by through or under it, hereby waives any defenses that it may have as to the venue to which it has agreed herein, including, but not limited to, any claim that this venue is improper or that the forum is inconvenient. The Grantee for itself and for any person or entity claiming by, through or under it, hereby waives all rights, if any, to a jury trial in any civil action against the Commission that may arise out of the provisions of this Grant.

10.3 This Grant and any amendments hereto shall be deemed null and void and of no further force or effect unless it is executed by a duly authorized representative of the Commission and a duly authorized representative of the Grantee. The undersigned, who are signing on behalf of the Grantee, hereby

warrant and represent that they possess the full legal authority to execute this Grant on behalf of the Grantee and to bind the Grantee to its terms and conditions. In the event that the Commission later determines that the undersigned are not duly authorized to execute this Grant and to bind the Grantee, the Commission may, in its sole discretion, take whatever action it deems necessary to terminate this



Grant, to suspend or terminate payments to the Grantee and to recoup any funds disbursed to the Grantee. Any rights and remedies available to the Commission under the provisions of this Grant shall be in addition to any other rights and remedies provided by law.

SECTION 11 WAIVER OF GRANT TERMS, CONDITIONS, AND OBLIGATIONS

11.1 The terms, conditions, covenants, duties, and obligations contained in this Grant may be waived only by written agreement executed by duly authorized representatives of the Commission and the Grantee. No waiver by either party of any term, condition, covenant, duty or obligation shall be construed as a waiver of any other term, condition, covenant, duty or obligation nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or a different section, subsection, paragraph, clause, phrase, or other provision of this Grant. Forbearance or indulgence in any form or manner by either Party to this Grant shall not be construed as a waiver, nor in any way limit the remedies available to that party.

11.2 The Commission's payment(s) to the Grantee under this Grant or its review, approval, or acceptance of any actions by the Grantee under this Grant shall not operate as a waiver of any rights or remedies available to the Commission under this Grant or as otherwise provided by law.

SECTION 12 TERMINATION

12.1 The Grantee hereby acknowledges and agrees that the Commission may terminate the Grant, in whole or in part, at any time with or without cause, or if it determines in its sole discretion that the Grantee failed to comply with any provision of the Grant.

12.2 The Grantee hereby further acknowledges and agrees that in the event of termination by the Commission, the Commission may revoke any and all remaining payments otherwise due to the Grantee and may recoup any previous payments made to the Grantee.

12.3 In the event of termination by the Commission, the Commission shall provide written notice of termination to the Grantee, which shall state the effective date of said termination as well as the reason(s) for termination. Such written notice shall include whether the Commission intends to recoup previous payments made to the Grantee pursuant to the Grant.

SECTION 13 NOTICE

13.1 Any notices required or permitted to be given by either of the Parties hereunder shall be given in writing and shall be delivered to the addressee in one of the following manners: (a) in-hand; (b) by certified mail, postage prepaid, return receipt requested; (c) by a commercial overnight courier that guarantees next day delivery and provides a receipt, or (d) by email and such notices shall be addressed as follows:

If to the Commission:

Massachusetts Gaming Commission
101 Federal Street, 12th Floor.
Boston, MA 02110
Attention: Chief of Community Affairs
Email: MGCCMF@massgaming.gov



If to the Grantee:

Holyoke
20 Korean Veterans Plaza, Suite 406
Holyoke, MA 01040
Attention: Aaron Vega
Email: vegaa@holyoke.org

Any notice shall be effective only upon receipt.

13.2 The Grantee must provide the Commission with updated contact information in a timely manner if there are any changes to staff assigned to manage this Grant.

[Remainder of page intentionally left blank; signature page to follow.]



IN WITNESS WHEREOF, the Massachusetts Gaming Commission and the Grantee have caused this Grant Agreement to be executed by their duly authorized representatives on the Effective Date.

SIGNATORY AUTHORITY OF GRANTEE

MASSACHUSETTS GAMING COMMISSION

By: _____
(Signature)

By: _____
(Signature)

(Print name)

Joseph Delaney

(Print name)

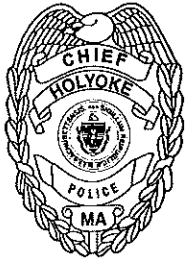
Title:

Chief of Community Affairs

Title:

Effective Date *(To be filled out by MGC Staff)*: _____





HOLYOKE POLICE DEPARTMENT CORRESPONDENCE

TO: Mayor Garcia

FROM: Brian Keenan Chief of Police

DATE: 07/21/2025

Dear Mayor Garcia,

I'm pleased to inform you that the Holyoke Police Department has been awarded funding from the Department of Massachusetts State Police in the amount of \$10,000 No Match. These funds will be used to target narcotic-related activity within the city in conjunction with the Massachusetts State Police.

At this time, we respectfully request your and the City Council's acceptance of the award, along with the creation of a new fund number for accounting purposes.

Please let me know if you need any additional documentation or details to move this forward.

Respectfully,

A handwritten signature in cursive script, appearing to read "Brian Keenan", is written over a horizontal line.

Brian Keenan Chief of Police
Holyoke Police Department

A handwritten signature in cursive script, appearing to read "Joshua Garcia", is written over a horizontal line.

Joshua Garcia
Mayor, City of Holyoke

COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osd-forms.

CONTRACTOR INFORMATION			COMMONWEALTH INFORMATION		
Contractor Legal Name City of Holyoke Police Department d/b/a			Department Department of State Police		MMARS Code POL
Legal Address As entered on Form W-9 or Form W-4 536 Dwight St, Holyoke, MA 010405			Contract Manager Name Melissa Comeau		Business Mailing Address 470 Worcester Road, Framingham, MA 01702
Contract Manager Name Joseph Zurheide			Billing Address If Different		
Phone 413-427-2108	Email 348@holyokepd.org	Fax 4133226910	Phone 508-820-2137	Email Melissa.Comeau@pol.state.ma.us	Fax 508-820-2165
Vendor Code vc VC6000192102			MMARS Doc ID(s) GAEPOL700025HOLYOKEX		
Vendor Code Address ID AD e.g. "AD001". Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.			RFR/Procurement or Other ID Number 15JCOPS-23-GG-01643-AHTF		
☒ NEW CONTRACT			☐ CONTRACT AMENDMENT		
Procurement or Exception Type (Check one option only) ☐ Statewide Contract (OSD or an OSD-designated department.) ☐ Collective Purchase (Attach OSD approval, scope, and budget.) ☒ Department Procurement - Includes all Grants <u>815 CMR 2.00</u> . (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.) ☐ Emergency Contract (Attach justification for emergency, scope, and budget.) ☐ Contract Employee (Attach Employee Status Form, scope, and budget.) ☐ Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.) ☐ Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope, and budget.)			Current Contract End Date PRIOR to Amendment		
			Amendment Amount Or Enter "No Change"		
			Amendment Type (Check one option only. Attach details of amendment changes.) ☐ Amendment to Date, Scope, or Budget (Attach updated scope and budget.) ☐ Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.) ☐ Contract Employee (Attach any updates to scope or budget.) ☐ Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)		
TERMS AND CONDITIONS					
The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding (Check ONE option): ☒ Commonwealth Terms and Conditions ☐ Commonwealth Terms and Conditions for Human and Social Services ☐ Commonwealth IT Terms and Conditions					
COMPENSATION (Check ONE option.)					
The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to Intercept for Commonwealth owed debts under <u>815 CMR 9.00</u> . ☐ Rate Contract (No Maximum Obligation). (Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) ☒ Maximum Obligation Contract. Total maximum obligation for total duration of this contract (or new total if contract is being amended): \$10,000.00					
PROMPT PAYMENT DISCOUNTS (PPD)					
Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See <u>Prompt Pay Discounts Policy</u> .					
Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within: 10 days % PPD. 15 days % PPD. 20 days % PPD. 30 days % PPD. If PPD percentages are left blank, identify reason: ☐ Statutory/legal ☐ Ready Payments (M.G.L. c. 29, § 23A) ☐ Agree to standard 45-day cycle ☐ Only initial payment					
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT					
Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications. Reimbursement of overtime costs associated with local police participation in the anti-heroin task force. Mass State Police received federal funding for this project from federal COPS Award 15JCOPS-23-GG-01643-AHTF. Please also reference Attachment A.					
SUPPLIER DIVERSITY PROGRAM (SDP) PLAN					
Does the Supplier Diversity Program apply? ☒ YES If YES, the Contractor's annual SDP commitment for this Contract is ☐ NO If NO, and the department is an Executive Department, enter the appropriate exemption:					
ANTICIPATED START DATE (Complete ONE option only.)					
The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.					
CONTRACT END DATE					
Contract performance shall terminate as of September 30, 2026, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.					
CERTIFICATIONS					
Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <u>801 CMR 21.07</u> , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.					
AUTHORIZING SIGNATURE FOR THE CONTRACTOR			AUTHORIZING SIGNATURE FOR THE COMMONWEALTH		
Signature and date must be captured at time of signature.			Signature and date must be captured at time of signature.		
Signature	Date		Signature	Date	
Print Name Joshua Garcia	Print Title Mayor		Print Name Michelle Small	Print Title Chief Administrative Officer	

Federal Funding Accountability and Transparency Act (FFATA) Compliance Form

In order to comply with the Federal Funding Accountability and Transparency Act (FFATA) EOPSS must report award information for all recipients of federal awards as directed. Information provided will be made publicly available on USA Spending <http://www.usaspending.gov/> per the Transparency Act requirement.

Please complete Section 1 (Award information); Section 2 (Compensation); if applicable, Table 1 (Names/Salary) and Section 3 (Certification).

Section 1 Award Information

Agency Name	Holyoke Police Dept.
City	Holyoke
Zip + 4 (required)	01040-2709
*Is this address a confidential location?	☐ Yes ☒ No
Unique Entity Identifier (UEI) number:	G1H4KQZ18HD1
Program Source (federal award #)	15JCOPS-23-GG-01643-AHTF

Section 2 Compensation

In certain instances FFATA requires information be collected pertaining to executive compensation. The names and salaries of the five highest paid executives must be provided if the answer is yes to each of these three criteria:

- More than 80% of organization annual gross revenues are federal funds.
Yes ☐ No ☒ If yes, proceed to question 2. If no, stop, proceed to Section 3.
- Federal fund revenue exceeds twenty five million dollars.
Yes ☐ No ☐ If yes, proceed to question 3. If no, stop, proceed to Section 3.
- Compensation information is not publicly available via federal tax filings, Securities and Exchange Commission (SEC) reporting, or any other source. (if other please indicate: _____)
Yes ☐ No ☐ If yes complete Table 1. If no, stop, proceed to Section 3.

Table 1. Names and salary of your organization's top five executives (by salary)

	First and Last Name	Title	Annual Salary
1			
2			
3			
4			
5			

Section 3 Certification

I certify that the above information is true and accurate.

Agency official signature

Date

Joshua Garcia

Mayor

Agency official printed name

Title

*If you are operating a confidential program with grant funds please ensure the address on file with the Commonwealth is a PO Box.



Commonwealth of Massachusetts
CONTRACTOR AUTHORIZED SIGNATORY LISTING

This form is jointly issued and published by the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default form for all Commonwealth Departments when another form is not prescribed by regulation or policy.

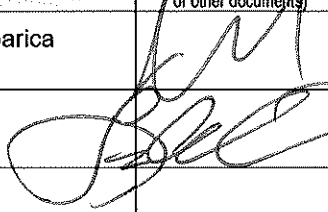
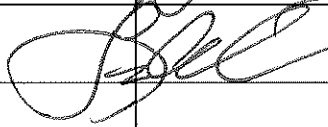
Signature for Corporation (C or S), Partnership, Trust/Estate, Limited Liability Company
(must match Form W-9 tax classification)

Contractor Legal Name City of Holyoke	Contractor Vendor/Customer Code (if available, not the Taxpayer Identification Number or Social Security Number) VC6000192102
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INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

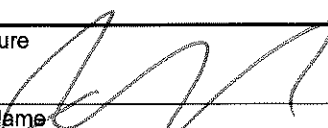
There are three types of electronic signatures that will be accepted on this form: 1) Traditional "wet signature" (ink on paper); 2) Electronic signature that is either: a. hand drawn using a mouse or finger if working from a touch screen device; or b. An upload picture of the signatory's hand drawn signature; 3) Electronic signature affixed using a digital tool such as Adobe Sign or DocuSign. Typed text of a name not generated by a digital tool, computer generated cursive, or an electronic symbol are not acceptable forms of electronic signature.

Authorized Signatory Name	Signature (Signature as it will appear on contract or other document(s))	Title	Phone Number	Email Address
Joshua Garica		Mayor	413-322-5510	garciaj@holyoke.org
Lisa Ball		City Solicitor	413-322-5580	balll@holyoke.org

Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.

I certify that I am a responsible authorized officer of the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Please note you cannot self-certify your own signature as a single signer listed above.

Signature 	Date 6/30/2025
Print Name Joshua Garcia	Phone Number 413-322-5510
Title Mayor	Email Address Garciaj@holyoke.org

A copy of this listing must be attached to the "record copy" of a contract filed with the department.



The Commonwealth of Massachusetts
Department of State Police



MAURA T. HEALEY
GOVERNOR

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

TERRENCE M. REIDY
SECRETARY

GEOFFREY D. NOBLE
COLONEL/SUPERINTENDENT

JOHN D. PINKHAM
DEPUTY SUPERINTENDENT

Date: June 9, 2025

To: Holyoke, MA Police Department

From: Melissa Comeau - Director of Receivables & Grants
Jeff Ly - Accountant IV

Re: Grant Award – 15JCOPS-23-GG-01643-AHTF

Grant Manager: Melissa Comeau

Finance Point of Contact: Melissa Comeau / Jeff Ly

Grant Recipient: Massachusetts State Police

Grantee SAM Unique Entity ID: L147QU9MVD25

Award Number: - 15JCOPS-23-GG-01643-AHTF

Project Title: FY2023 COPS Office Anti-Heroin Task Force Program

Title of Program: Massachusetts State Police and Holyoke, MA Police Department

CFDA#: 16.710

Project Period: Upon Contract Execution - 09/30/2026

Budget Period: Upon Contract Execution – 09/30/2026

Sub recipient: Holyoke, MA Police Department

Sub recipient Award Amount: FY25 \$10,000.00

Sub recipient Unique Entity ID: _G1H4KQZ18HD1_____ (REQUIRED)

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instruction for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)". "The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY
MATTERS
(DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction;

violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEES OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

**OJP FORM 4061/6 (3-91) REPLACES OJP FORMS 4061/2, 4061/3 AND 4061/4
WHICH ARE OBSOLETE**

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:
Department of Justice, Office of Justice Programs,
ATTN: Control Desk, 633 Indiana Avenue, N.W.,
Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ If there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ If the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:
Holyoke Police Department

2. Application Number and/or Project Name

15JCOPS-23-GG-01643-AHTF

4. Typed Name and Title of Authorized Representative

Joshua Garcia
5. Signature

VC6000192102
3. Grantee IRS/Vendor Number

6. Date

Massachusetts State Police Risk Assessment Questionnaire

SECTION A: PURPOSE

The programmatic and fiscal responsibility of grantees must be such that the grantee can properly discharge the public trust that accompanies the authority to expend public funds. Adequate accounting and program management systems should meet the following criteria.

- (1) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant.
- (2) Entries in accounting records should refer to subsidiary records and/or documentation that support the entry and can be readily located.
- (3) The accounting system should provide accurate and current financial reporting information.
- (4) The accounting system should be integrated with an adequate system of internal programmatic controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.

SECTION B: ACCOUNTING SYSTEM

1. Which of the following best describes the accounting system: ☐ Manual Automated ☐
☒ Combination
2. Does the accounting system identify the receipt and expenditure of program funds separately for each grant/contract? ☒ Yes ☐ No
3. Does the accounting system provide for the recording of expenditures for each grant/contract by the budget cost categories shown in the approved budget? ☒ Yes ☐ No
4. Are time distribution records maintained for an employee when his/her effort can be identified to a particular cost objective? ☒ Yes ☐ No
5. Does the accounting/financial system include budgetary controls to preclude incurring obligations in excess of:
 - a. Total funds available for a grant? ☒ Yes ☐ No
 - b. Total funds available for a budget cost category (e.g. Personnel, Travel, etc.)? ☒ Yes ☐ No

SECTION C: PROGRAM MANAGEMENT

1. Is the organization new to managing Federal Grant funds or has the organization had recent staff turnover that significantly reduces its institutional capacity to effectively manage federal funds?
☐ Yes ☒ No
If yes, please explain: (attach a separate sheet if necessary)
2. Has the organization received federal grant funding in the past two years?
☒ Yes ☐ No
3. Was the organization required to have an audit of Federal Funds within the last two years?
☐ Yes ☒ No
4. Did the organization have any findings or questioned costs?

☐ Yes ☒ No

If yes, please attach the results of any A-133 or Subpart F audits as well as any corrective action plan.

SECTION D: For Internal Use Only

1. Does the organization/entity receiving this award have an acceptable track record of managing? Briefly explain.

☐ Yes ☐ No

No

2. Is the proposed program very complex, is the award above \$1million, and/or is the proposed grant-funded activity such that additional risk can be presumed?

☐ Yes ☐ No

If yes, please explain:

3. The suspension and debarment list on the System for Award Management website (<https://sam.gov/portal/SAM/##11>) must be checked for subgrantees and vendors. Is the subgrantee/vendor eligible to receive federal funding?

☐ Yes ☐ No

**SECTION E: APPLICANT
CERTIFICATION**

I certify that the above information is complete and correct to the best of my knowledge.

1. Signature

Date

b. Organization Name, Address, and Telephone Number 536 Dwight St
Holyoke, MA 01040 (413)322-5510

a. Title Mayor

12402-53050
Inspections Electrical

Thomas M. Leahy
Master Electrician #A14855

INVOICE

413-536-6386
2 Columbus Avenue
Holyoke, MA 01040

DATE: 7/30/2025

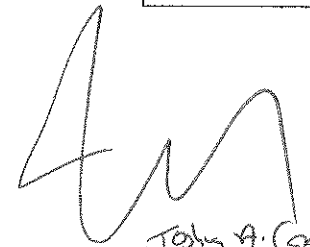
City of Holyoke
Building Department
20 Korean Veteran's Plaza
Suite 300
Holyoke, MA 01040
Phone: 413-322-6600

CODE ENFORCEMENT AND INSPECTIONAL SERVICES – CITY ORDINANCE 18-36C PROVIDES FOR THE RECOVERY OF ABATEMENT AND ADMINISTRATIVE COSTS REASONABLY RELATED TO CODE ENFORCEMENT INCLUDING COSTS RELATED TO THE ABATEMENT, COLLECTION AND STAFF TIME FOR SITE INSPECTIONS, INVESTIGATION, SUMMARIES, REPORTS, AND NOTICES.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
28	Office hours from 6/10/2025 through 6/30/2025	\$50.00	\$1,400.00
37	Inspections performed from 6/10/2025 through 6/30/2025	\$50.00	\$1,850.00
SUBTOTAL			\$3,250.00
TOTAL DUE			\$3,250.00

Make all checks payable to Thomas M. Leahy

THANK YOU FOR YOUR BUSINESS!


John A. Gane
- Mayor
7/31/2025



Municipity 5

- Marketplace
- Search
- Dashboard
- GIS
- Admin
- Contacts
- Calendar
- Editors
- WordReports
- LogReports
- Console
- Reminders
- User Guides
- See Click Fix
- Recently Viewed
- Ordinance Code

Calendar

July 2025

< > today refresh work days all days

June 2025

month week day list

Unscheduler Inspect

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5
6	7	8	9	10	11	12

Settings

Bulk Up

3:00 PM

6/10/2025 - 6/30/2025

37 inspections ✓

28 office hours ✓

65 @ \$50.00 = \$3,250.00

City of Holyoke
20 KOREAN VETERANS PLAZA
1
Holyoke, MA 01040
1

INSPECTOR: Tom Leahy

INSPECTIONS			
INSPECTION TYPE & LOCATION	OWNER	PERMIT #	TIME
1. FINAL 81-89 SUFFOLK ST			6/10/2025
Subject temporary service 200 amp 120/240 DH located in rear lot of victory theatre/ 50 amp feed trailer	MASSACHUSETTS INTERNATIONAL	EP-2025-0360	All Day
2. ROUGH 1233 MAIN ST			6/10/2025
Subject Wiring of lighting, power and fire alarm on the Wil Duffy 3rd floor		EP-2025-0268	All Day
3. ROUGH 69 GATES ST			6/10/2025
Subject Repair light switches that are damages. Replace GAGNE ANNA R. cover from bedroom light fixture, replace smoke detector. Replace cover on light fixtures. Fix exposed wires on ceiling fan and install in a work person like fashion.		EP-2023-0464	All Day
4. FINAL 9 PREW AV			6/10/2025
Subject Replace 2 Light Fixtures	COSTELLO PATRICIA A	EP-2025-0348	All Day
5. ROUGH 600 KELLY WY			6/10/2025
Subject WIRING (1) TOWER WITH (2) LEVEL 2 EV CROSSROADS LLC CHARGER		EP-2024-0397	All Day
6. FINAL 2 HARRISON AV			6/10/2025
Subject Demo existing electrical and lighting to facilitate back porch renovations. Install new wiring and lighting once porch renos are complete.	VALLEY OPPORTUNITY COUNCIL INC	EP-2025-0165	All Day
7. FINAL 91 MUELLER RD			6/11/2025
Subject 100A, 240/120V Temp Service For Job Trailer	HOLYOKE CITY OF	EP-2025-0353	All Day
8. ROUGH 1233 MAIN ST			6/11/2025
Subject Wiring of lighting, power and fire alarm on the Wil Duffy 3rd floor		EP-2025-0268	All Day
9. FINAL 193-195 BROWN AV			6/11/2025
Subject WIRE REPLACEMENT 3T HEAT PUMP AND FAN COIL WITH 15KW STRIP HEAT.	PORRATA DANIEL	EP-2025-0101	8:45 AM
10. FINAL 229-241 WHITING FARMS RD			6/12/2025
Subject LOCAL INFUSION - Office fit-out renovation 66 HOLYOKE, LLC of existing space; outlets; switches, lights, emergency lights.		EP-2025-0265	All Day

11.	FINAL 37-39 PEARL ST			6/13/2025
	Subject 2 gang service change	GOBEIL MARCIA	EP-2025-0328	All Day
12.	FINAL 36 FAIRFIELD AV			6/13/2025
	Subject wire replacement 2.5T mini-split air conditioner	MOSER TARA A	EP-2025-0358	All Day
13.	FINAL 6 SHAWMUT AV			6/13/2025
	Subject Emergency lights throughout the common hallways	MARION REBECCA N	EP-2025-0364	9:15 AM
14.	FINAL 24 OLD JARVIS AV			6/16/2025
	Subject REWIRE KITCHEN AND BATHROOM AND RECEPTACLES IN OPEN WALLS RECESSED LIGHTS IN KITCHEN & LIVING ROOM, FINISH PART OF THE BASEMENT CHANGE DEVICES & LIGHTS, INSTALL DUAL FUNCTION GFCI 2 POLE BREAKERS		EP-2025-0124	All Day
15.	FINAL 375 WHITNEY AV			6/16/2025
	Subject Wire front entrance ground mounted sign	BENDERSON 85-76, LLC	EP-2025-0346	All Day
16.	ROUGH 5 ESSEX ST			6/17/2025
	Subject Electrical Renovation new housing, 7600 square feet	MAILHOTT, LLC	EP-2024-0390	All Day
17.	FINAL 81-85 SARGEANT ST			6/17/2025
	Subject Relocate and remove existing exit signs and emergency lights to better illuminate reconfigured egress plans. Replace exits/Ems as needed. About 6 lights total.	W D I ACQUISITION CORP	EP-2025-0311	All Day
18.	ROUGH 1 CABOT ST			6/18/2025
	Subject wire new rms inside existing space	Milton Hilton	EP-2025-0399	All Day
19.	FINAL 4 WILLIAMS ST			6/20/2025
	Subject Rewire bathroom following water damage	Tiffany Bradley	EP-2025-0297	All Day
20.	ROUGH 55 HITCHCOCK ST			6/20/2025
	Subject Rewire knob + tube	ZUKOWSKI SHEILA G	EP-2025-0365	All Day
21.	FINAL 298 JARVIS AV			6/20/2025
	Subject Renovation and layout changes containing updated lighting, general branch circuits, devices and fire alarm coverage per code. The purpose of these renovations is to improve level of finishes, relocate PT/OT and Activities and convert (6) Long Term Care beds to Post Acute beds. The existing fire alarm, sprinkler, and electrical systems will remain in place and modified for the new work.	Moises Garcia	EP-2025-0152	9:00 AM
22.	FINAL 298 JARVIS AV			6/20/2025
	Subject Move strobe in basement activity room.	Moises Garcia	EP-2024-0257	9:30 AM
23.	FINAL 10 HOLLY MEADOW RD			6/23/2025

	Subject wire inground pool	NEVES ANN M	EP-2025-0361	All Day
24.	FINAL 1916 NORTHAMPTON ST Subject Project consist of the construction of a two-story building to accommodate 550 students from grades 6 to 8. The new facility will contain power and lighting systems, a distribution system, a fire alarm system, a telecommunication system, and multiple security systems.	JOSH GARCIA	EP-2024-0204	6/24/2025 All Day
25.	FINAL 1391 DWIGHT ST Subject New 3 awg meter socket, add home owners meter + panel	FEDERAL NATIONAL MORTGAGE	EP-2025-0386	6/25/2025 All Day
26.	FINAL 1916 NORTHAMPTON ST Subject Project consist of the construction of a two-story building to accommodate 550 students from grades 6 to 8. The new facility will contain power and lighting systems, a distribution system, a fire alarm system, a telecommunication system, and multiple security systems.	JOSH GARCIA	EP-2024-0204	6/25/2025 All Day
27.	ROUGH 209-235 SOUTH ST Subject Wiring of new programs areas and kitchen and bathroom, fire alarm by other fire alarms	Hoon Heo	EP-2025-0367	6/26/2025 All Day
28.	ROUGH 209-235 SOUTH ST Subject Install new fire alarm	Hoon Heo	EP-2025-0340	6/27/2025 All Day
29.	FINAL 101 ELM ST Subject FOR POWER/ HGE #103513-12602		EP-2025-0371	6/27/2025 All Day
30.	FINAL 882 MAIN ST Subject Service upgrade for tenants to have 100 AMP breakers mounted on exterior.	BLANCHARD REALTY LLC	EP-2025-0374	6/27/2025 All Day
31.	UNDERGROUND 91 MUELLER RD Subject Installing power, instrumentation and fire alarms, new heater pad for LNG vaporizers, new vaporizers, new ground grids, Demo MCC, MCC/Service renovation	HOLYOKE CITY OF	EP-2025-0383	6/27/2025 All Day
32.	ROUGH 1412 DWIGHT ST Subject To re-connect power	Ronald Rene	EP-2025-0351	6/27/2025 All Day
33.	ROUGH 654 SOUTH EAST ST Subject Modular home service and button-up work-wiring for mini split condensers.	null null	EP-2025-0322	6/30/2025 All Day
34.	ROUGH 656 South East St Subject Modular home service and button-up work-wiring for mini split condensers.	Michael Moriarty	EP-2025-0323	6/30/2025 All Day
35.	ROUGH 680-684 SOUTH EAST ST Subject BUILDING 9 - Modular Town house , service & button-up work.	HOLYOKE MACHINE COMPANY INC	EP-2025-0376	6/30/2025 All Day

36.	ROUGH 680-684 SOUTH EAST ST			6/30/2025
	Subject BUILDING 9 - Modular Town house , service & button-up work.	HOLYOKE MACHINE COMPANY INC	EP-2025-0377	All Day

37.	FINAL 251 SARGEANT ST			6/30/2025
	Subject Remove knob and tub wiring to allow for blown in insulation and Inline Fan and switch	DERAND, LLC	EP-2025-0345	All Day

City of Holyoke
20 KOREAN VETERANS PLAZA
1
Holyoke, MA 01040
1

INSPECTOR: Tom Leahy

APPOINTMENTS

Invoice template 1



Mayor Joshua A. Garcia

Victoria A. Houle
Assistant City Engineer

City of Holyoke

Department of Public Works

July 29, 2025

Holyoke City Council
Holyoke City Hall
536 Dwight St, Room 10
Holyoke, MA 01040

Subject: Holyoke Code of Ordinance Updates
Side Streets to Homestead Avenue/Route 202 Section

Dear Councilors:

This memo has been prepared as a follow up to recent requests and outstanding Council Orders pertaining to STOP sign placement on various side streets which intersect the Route 202 portion of Homestead Avenue between Westfield Rd to Cherry St. All side streets intersecting this portion of Homestead Avenue meet the MUTCD guidance criteria under Section 2B.11 for Minor Road Stop Control and therefore placement of STOP signs on publicly accepted roads within this stretch are recommended.

In reviewing the existing Orders which appear in the online Municode publication of Holyoke's Code of Ordinances, the following list of streets have been identified as streets which either do not currently have a STOP condition in place at the intersection of Homestead Ave or do have a STOP sign physically in place although the street is not included in the posted list of Stop Streets included in Chapter 86 Schedule IV: Stop Streets.

- Fairmont St
- Nicholls Dr
- Philip Dr
- Fenton St
- Arden St
- Humeston Slope

As such, a list of additions for addition to Chapter 86 Schedule IV: Stop Streets is attached for Council review and approval. Please let me know if you have any questions.

Regards,

Victoria Houle, Assistant City Engineer

c: Mary Monahan, Interim Director of Public Works
Jeffrey Anderson-Burgos, Administrative Assistant to the City Council
Mayor Joshua Garcia

Sec. 86-325. - Schedule IV: Stop streets

ADD:

Street Stopped	Direction of Travel	Intersection
Fairmont St	Westerly	Homestead Ave
Nicholls Dr*	Westerly	Homestead Ave
Philip Dr*	Easterly	Homestead Ave
Fenton St	Westerly	Homestead Ave
Arden St*	Westerly	Homestead Ave
Humestone Slope*	Easterly	Homestead Ave

*Stop condition currently exists but missing from current list of stop streets.



Date: June 23, 2025
To: The Honorable City Council
From: The Community Preservation Act Committee
Re: FY25 Funding Recommendations

The City of Holyoke Community Preservation Act Committee (CPAC) respectfully requests that the City Council consider a request of up to \$15,000 to allow a streamlined process for CPA grants that are less than \$3,000 applied to projects whose total budgets do not exceed \$6,000.

The goal is to allow CPAC to support small projects outside of its normal grant cycle and without requiring additional Council approval.

We believe that the *“CPA Small Grant Application Program”* will encourage an expanded pool of applicants, broaden community participation, and make applying less formidable for the average citizen.

All projects must still be in alignment with the CPAC's Preservation Plan and scoring rubric, which requires demonstrated public impact and support. The CPA implemented a similar process with City Council in the past but has not implemented it the last two years. We are bringing it back to the City Council so as to open up small grant applications in FY26. As part of our year-end process, we will submit a report detailing how small grants were spent to Council within 30 years of the end of this fiscal year.

Examples of possible Small Grants Projects include interpretive or educational signs or plaques in parks, trail maintenance or creation, or other work on public park or conservation land such as invasive species control, soil grading or treatment, vegetation planting, and the addition of permanent benches, tables, or trash cans. It will also allow smaller requests concerning the archiving of historic records and artifact preservation or restoration.

Thank you very much for considering this request.

City of Holyoke

Request for Appropriation Transfer Within a Classification

Dept. Name:

Police

Date

7-29-25

I hereby respectfully request that the following amounts be transferred *within one* of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services

X

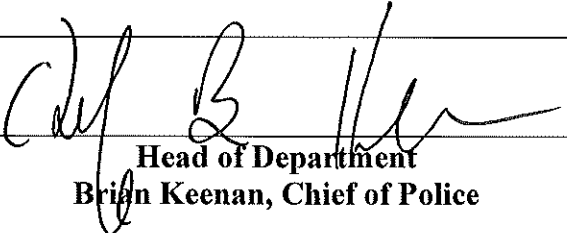
Expenditures

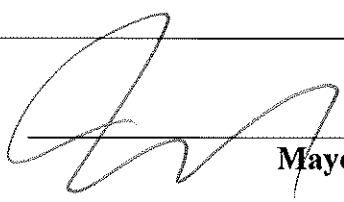
Account No.

\$ Amount

Organization	Object	Account Name	From	To
12101	51104	Lieutenants	4261.81	
12101	51105	Sergeants	3689.65	
12101	51107	Patrolmen	16,195.18	
12101	51180	Inj. On Duty		24,146.64

To balance line items


Head of Department
Brian Keenan, Chief of Police


Mayor

City of Holyoke

Request for Appropriation Transfer Within a Classification

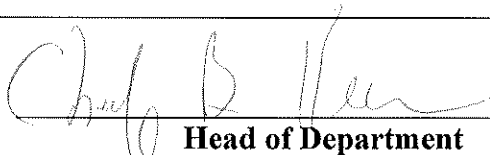
Dept. Name: Police Date 7-30-25

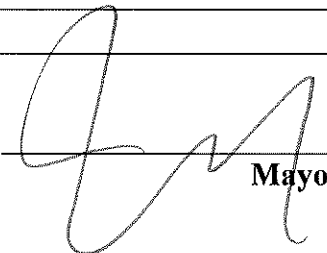
I hereby respectfully request that the following amounts be transferred *within one* of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services X Expenditures _____

Account No.		\$ Amount		
Organization	Object	Account Name	From	To
12101	51117	Dispatch	50,000.00	
12101	51105	Sergeants	50,000.00	
12101	51107	Patrolmen	100,000.00	
12101	51103	Captains	50,000.00	
12101	51300	Overtime		250,000.00

To balance line items


Head of Department
Brian Keenan, Chief of Police


Mayor