

ARPA Project Name	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	Project update	Type	Department	Lead Department - Title	Project Approval Date
ARPA - Administration	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -	100.00	Funds applied to offset salary costs in FY22 related to ARPA administration.	Admin	Auditors	Auditors - ARPA Administration	6/28/2022
ARPA - Consultant	\$ 25,000.00	\$ 16,621.50	\$ -	\$ 8,378.50	66.5	Consultants have been used on an as-needed basis to establish programs and policies consistent with auditing requirements. While we do not anticipate significant additional costs in the upcoming fiscal year, we are leaving funds available in case of changes in any regulations or reporting requirements, and for assistance with wrapping up the ARPA projects, auditing, or other needs at the end of the eligible time period.	Admin	Auditors	Auditor's - ARPA Consultant	9/15/2021
Milano Center Health, Wellness, Accessibility	\$ 25,000.00	\$ 6,452.08	\$ -	\$ 18,547.92	25.80	Deep cleaning and sundry repairs have been completed. Water bottle filling station was installed. Balance to be used in FY23 for additional Milano Center accesibility and wellness upgrades.	Infrastructure	COA	DPW - Milano Center Health, Wellness, Accessibility	3/22/2022
Milano Center HVAC	\$ 215,503.76	\$ 215,503.76	\$ -	\$ -	100.00	Project complete and under budget.	Infrastructure	COA	DPW - Milano Center HVAC	3/22/2022
Asset Management Software	\$ 106,000.00	\$ 65,971.70	\$ 37,822.08	\$ 2,206.22	97.90	Contract fully encumbered (Brightly).	Infrastructure	DPW	DPW - Asset Management Software	5/2/2022
City Sidewalk Improvements - Ashland/Bay State/Burnett/Sycamore	\$ 750,000.00	\$ 75,000.00	\$ -	\$ 675,000.00	10.00	Ongoing with City Paving Sidewalk Contract. Current invoices received \$75,000 (Holcim/Aggregate). Will restart in spring of 2023 and expected new vendor.	Infrastructure	DPW	DPW - City Sidewalk Improvements	3/22/2022
Covid Sanitization-Custodial	\$ 65,000.00	\$ 53,569.65	\$ -	\$ 11,430.35	82.40	Invoices received in FY22 total \$53,569.65. Remaining balance to be encumbered/invoiced in FY23.	COVID Response	DPW	DPW - Covid Sanitization-Custodial	4/20/2022
Labor Costs/Additional Cleaning and Sanitizing of Public Buildings	\$ 40,000.00	\$ 27,216.00	\$ -	\$ 12,784.00	68.00	Part time and temporary employees hired to continue to deliver services.	COVID Response	DPW	DPW - Labor Costs Additional Cleaning and Sanitizing of Public Buildings	4/20/2022
Lead Water Service Inventory and Replacement Design	\$ 150,000.00	\$ 44,843.54	\$ 104,756.46	\$ 400.00	99.70	In progress (Tata & Howard). Approximately 12 residents applied for incentive.	Infrastructure	DPW	DPW - Lead Water Service Inventory and Replacement Design	3/10/2022
Traffic Calming Toolkit	\$ 28,300.00	\$ 3,212.50	\$ 25,087.50	\$ -	100.00	Contract fully encumbered (Neighborways Design). Invoices to date \$3,212.50	Infrastructure	DPW	DPW - Traffic Calming Toolkit	3/10/2022
Replacement Vehicle to Deliver Services	\$ 23,000.00	\$ 23,000.00	\$ -	\$ -	100.00	Vehicle purchased and invoiced	Infrastructure	DPW	DWP - Replacement Vehicle to Deliver Services	9/20/2022
Fire Headquarters HVAC	\$ 30,815.00	\$ 30,815.00	\$ -	\$ -	100.00	Project complete.	Infrastructure	Fire	DPW - Fire Department HVAC	3/10/2022
Tremont Fire House Update	\$ 151,205.00	\$ 123,644.87	\$ 27,560.13	\$ -	100.00	Project expected completion (BC Construction) in February 2023	Infrastructure	Fire	DPW - Tremont Fire House Update	6/28/2022
Fire Department Vehicles	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00	0.00	Fire Department put an order through MHQ (the largest provider of public safety vehicles in the United States) late August 2022 for two 2023 Ford Utility Interceptors (AWD, Hybrid). These vehicles will replace the Chief's and the Fire Prevention Captain's current aged-out vehicles. Due to a global shortage of semiconductor chips in the automotive industry, we have not been able to spend the funds. According to our sales representative from MHQ, the vehicles have not yet arrived from Ford and both vehicles are listed as "unscheduled" in their system. They are not giving out lead times.	Public Safety	Fire	Fire - Fire Department Vehicles	5/20/2022
Public Safety Training Equipment	\$ 105,308.00	\$ 77,885.59	\$ -	\$ 27,422.41	74.00	In January 2022, a field service engineer from Laerdal (the SimMan 3G manufacturer) came to the Fire Department for the installation of the SimMan. After the installation, our Firefighters attended both a virtual orientation as well as a virtual training with Laerdal where they learned how to use the SimMan to best suit FD needs. As soon as the members completed the training, the simulator was deployed. Firefighter Jeremy Dungca has done a great job with making sure the FD members remain proficient with interventions and clinical judgement by continuously training using the SimMan. The remaining amount is for the warantee renewal in FY25.	Public Safety	Fire	Fire - SimMan 3G Plus	11/9/2021
At-Home COVID tests	\$ 1,824.00	\$ -	\$ 1,824.00	\$ -	100.00	Complete	COVID Response	Health	Health - At-Home COVID Tests	1/12/2022
FT Social Service Coordinator	\$ 213,847.00	\$ 52,844.11	\$ -	\$ 161,002.89	24.70	Our Social Services Coordinator, Collin Macgowan, has continued working with Melrose individuals in need, referred from multiple partners including the Mayor's Office, City Council, Melrose Housing Authority, Melrose Police and Fire, among others. This position has been able to provide low-level case management and referrals to many social services that address issues such as food insecurity, housing insecurity, heating assistance, mental health, and behavioral health. We have also been able to successfully support our school families alongside our school counseling staff. We continue to leverage resources within our immediate community, as well as existing resources in our region	Community Mental Health	Health	Health - Social Services	3/10/2022
IT Intern to Address Backlog of Infrastructure and Cybersecurity Projects	\$26,000	\$ 5,122.95	\$ -	\$ 20,877.05	19.70	Original ARPA funded intern started in October but moved into a permanent IT position at the schools shortly thereafter. IT has since worked with HR to recruit and hire another intern.	COVID Response	IT	COVID-19 Backlog of IT Infrastructure and Cybersecurity Projects	10/18/2022
Melrose Public Library HVAC Upgrades	\$ 500,000.00	\$ 500,000.00	\$ -	\$ -	100.00	Funds transferred to the Library Project	Infrastructure	Library	OPCD - Melrose Public Library HVAC Upgrades	3/10/2022
Economic Recovery Director	\$ 289,085.00	\$ 88,695.74	\$ -	\$ 200,389.26	30.70	As the City's Liaison to businesses, nonprofits, and the arts community, created an Economic Development webpage for the City to host a variety of resources and information for businesses, nonprofits and the arts community; spearheading the City's Pop-Up Program including managing the budget for the state economic development earmark being used to fund the project and liaising with commercial property owners and real estate agents to secure space. Administering Melrose's ARPA-funded Small Business and Nonprofit Recovery Grant program, as well as the Food Insecurity initiative. Conducting a comprehensive analysis of all City fees charged for various licenses, permits and City-provided services.	Economic Recovery	Mayor's	Mayor's - Economic Recovery Director	3/10/2022
Addressing Food Insecurity	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	0.00	\$25,000 grant awarded; staff from several departments are working collaboratively with additional community partners on a project to address food insecurity utilizing the remaining \$50,000.	Economic Recovery	Mayor's	Mayor's - Addressing Food Insecurity	8/11/2022

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