



PAUL BRODEUR  
Mayor

## CITY OF MELROSE

## OFFICE OF THE MAYOR

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### MEMORANDUM

To: Melrose City Council/A&O Committee  
From: Margot Fleischman, Director of Strategic Initiatives and Communication  
Re: American Rescue Plan Act (ARPA) funding update  
Date: June 12, 2023

On behalf of Mayor Brodeur, I am pleased to provide the Honorable City Council with a further update on the use of Melrose's ARPA funds.

#### Summary of ARPA expenditures

To-date, the Mayor has approved projects totaling \$7,316,210. Of this amount, \$3,920,232 has been expended with a further \$739,439 encumbered, representing 55.6% of Melrose's ARPA dollars. \$2,656,538, is allocated but unspent, and \$1,057,964 remains unallocated.

As you are aware, given the potential impact of rising inflationary pressure on both labor and materials costs, the Mayor has chosen to hold off on approving any significant new projects until the final bids for the library project are received. Once the furnishing and equipment costs for the library project have been established, we anticipate approval of the remaining unallocated funds.

#### Project budget amendments

Assistant Auditor Kerri Golden continues to refine budgets in collaboration with requesting department heads as projects move forward, and there have been several minor budgetary adjustments made to reflect the actual or anticipated costs.

Two significant budgetary adjustments have also been approved by the Mayor:

- At the request of the DPW, the third year of sidewalk improvements projects is being reallocated towards the asbestos abatement in the schools, which is a more time sensitive high priority project. The overall project budget for sidewalks has been reduced by \$250,000 and the asbestos abatement project increased by the same amount.
- At the request of the Parks Superintendent, the remaining funds from the Amazing Grace basketball project have been reallocated to complete necessary work at the Lebanon Street Park.

#### Project Tracking

Assistant Auditor Golden has provided the information on the accompanying spreadsheet which tracks expenditures and encumbrances by project. We will continue to track this progress on a regular basis to ensure that the City expends funds in a timely manner and that we are on track to spend or encumber all ARPA funds by the U.S Treasury Department deadlines. Should you have any questions regarding specific projects, please do not hesitate to contact me.