

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

**VOTE**

**IN CITY COUNCIL**

**ORDER,**

To transfer funds for professional services fees for redistricting expert for upcoming municipal election.

**ORDERED,**

By the City Council of the City of Lowell, as follows:

**That the amount of Sixty Thousand and 00/100 (\$60,000.00) Dollars be transferred:**

**FROM:** Manager's Contingency Fund #01237056 561700 as described in "Attachment A":

**TO:** Account # 01514153 530000 as described in "Attachment A":

**ORDER RECOMMENDED AND INTRODUCED BY:**



Eileen M. Donoghue  
City Manager





Conor Baldwin  
 Chief Financial Officer

Allison Chambers  
 Deputy CFO

**MEMORANDUM**

**TO:** Eileen M. Donoghue, City Manager  
**FROM:** Conor Baldwin, Chief Financial Officer   
**CC:** Christine O'Connor, City Solicitor  
**DATE:** August 4, 2020  
**SUBJECT:** Transfers from Manager's Contingency

The City Solicitor has forwarded a request to Finance for a transfer from the City Manager's contingency account in the amount of sixty thousand dollars (\$60,000).

The transfer is needed to fund a professional services contract with an individual retained by the city as an expert to aid in the redistricting process pursuant to a consent decree. The transfer will move the existing budget from the contingency into the law department budget, which is insufficient to cover the expense primarily due to the status of the two one-twelfth budgets passed so-far in FY2021. The contingency budget, however, has a sufficient balance to cover the amount needed so the law department may enter a purchase order for the contract.

Below is a summary of the affected accounts.

Account Name	Original Budget	Previous Transfers	Current Budget	YTD Expenditures		Balance Before Transfer		Balance After
				(Actual)	Encumbrances	Transfer	Transfer	Transfer
Law Department Professional Services	29,725	-	29,725	7,004	16,599	6,122	60,000	66,122
City Manager's FY2021 Contingency	188,868	-	188,868	-	-	188,868	(60,000)	128,868

Eileen M. Donoghue  
City Manager

August 4, 2020

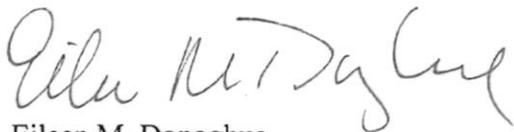
Mayor John J. Leahy  
And  
Members of the Lowell City Council

Dear Mayor Leahy and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer sixty thousand (\$60,000) from the City Manager's contingency account into the Law Department budget for professional services. Pursuant to the consent decree entered in the matter of *Huot et. al. v. City of Lowell, et. al.*, the City has retained an expert who, with input from the City, Plaintiffs, and other interested parties, will draw new electoral districts for Lowell's future local elections. This transfer will fund the contract with the expert.

Enclosed with this is a memorandum from the Chief Financial Officer which outlines the details of the transfer. Please do not hesitate to let me know if there are any questions.

Sincerely,



Eileen M. Donoghue  
City Manager

CC: Conor Baldwin, Chief Financial Officer