

CITY OF LOWELL

COMMONWEALTH OF MASSACHUSETTS

VOTE

IN CITY COUNCIL:

ORDER,

To fund appraisals for 75 Arcand Drive.

ORDERED,

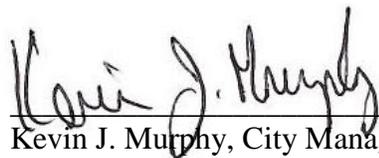
By the City Council of the City of Lowell, as follows:

That the amount of **Fifteen Thousand (\$15,000.00) Dollars** be transferred:

FROM: Account # 09109716 560800 PERAC Assessment, more fully described in Attachment A:

TO: Account # 01824153 530010 DPD Appraisals, more fully described in Attachment A.

ORDER RECOMMENDED AND INTRODUCED BY:



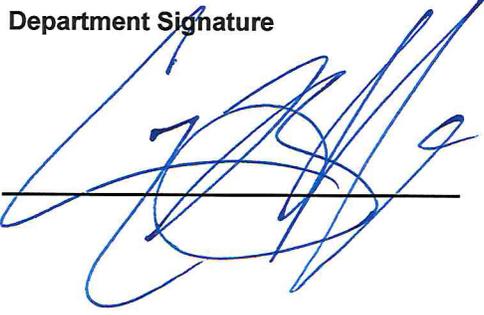
Kevin J. Murphy, City Manager

Transfer Form

Department:		Finance		
TRANSFER TO:				
	Account #		Description	Amount
Org.	Object	Project		
01824153	530010		DPD Appraisals	\$ 15,000.00
			TOTAL	\$ 15,000.00
TRANSFER FROM:				
	Account #		Description	Amount
Org.	Object	Project		
09109716	560800		PERAC Assessment	\$ 15,000.00
			TOTAL	\$ 15,000.00

Reason for Transfer:
 To fund appraisal services for 75 Arcand.

Department Signature



Chief Financial Officer



5/2/18



Conor Baldwin
 Chief Financial Officer

MEMORANDUM

TO: Kevin J. Murphy, City Manager
FROM: Conor Baldwin, Chief Financial Officer 
CC: Mike McGovern, Assistant City Manager
DATE: February 28, 2018
SUBJECT: Transfers from Manager's Contingency

Attached is a transfer vote to move money into the DPD appraisal budget to fund the contract work to be performed for the city to obtain professional appraisals on the professional building at 75 Arcand Drive. According to the direction of the City Council, the finance department has begun soliciting quotes for qualified appraisal firms to perform the work. The funding source for this work has been identified from within the existing 2018 operating budget and will have no tax impact.

Several years ago, the finance team was able to identify an opportunity to achieve savings thanks to the strong cash flow in the city treasury. \$800,000 was saved, initially, by paying the city's annual PERAC assessment in one lump-sum, as opposed to in quarterly installments each year. In the subsequent years, by continuing to pay the entire retirement assessment at the beginning of the fiscal year additional, albeit smaller, savings have been achieved. A portion of the savings in FY2018 will provide the funding for this transfer. It is important to note that the city has satisfied its current year obligation to fund all retiree's pension amounts.

Included below is a summary of the impacted budgetary accounts:

Account Name	Original Budget	Previous Transfers	Revised Budget	YTD		Balance Before Transfer	Balance After Transfer
				Expenditures (Actual)	Encumbrances		
PERAC Assessment - City	\$ 17,813,053	\$ -	\$ 17,813,053	\$ 17,739,108	\$ -	\$ 73,945	\$ 88,945
DPD- Appraisals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000



Kevin J. Murphy
City Manager

February 28, 2018

Mayor William J. Samaras
And
Members of the Lowell City Council

Dear Mayor Samaras and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer \$15,000 from the PERAC assessment budget into the appraisal account in the DPD budget. The amounts to be transferred are needed to fund the contract work necessary to conduct professional appraisals on the parcel located at 75 Arcand Drive.

The Chief Financial Officer and his finance team have begun soliciting quotes for the appraisal work and have identified surplus appropriations from within the current fiscal year's operating budget to fund the contracts. This transfer will have no additional impact on taxes and is necessary to maintain the current LHS project schedule, especially as it relates to the eminent domain process. Once the contracts are executed, the work will commence on March 12th and be completed by the following Friday.

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,

Kevin J. Murphy
City Manager

CC: Conor Baldwin, Chief Financial Officer