

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

VOTE

IN CITY COUNCIL:

ORDER,

To transfer funds from Solid Waste & Recycling to pay overtime for the Parks and Streets Departments to improve the cleanliness of various city parks.

ORDERED,

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

That the amount of **Thirty Thousand and 00/100 (\$30,000.00) Dollars** be transferred:

FROM: Solid Waste & Recycling Account # 04009353-521504, as described in “Attachment A”

TO: DPW – Streets Division OT, as described in “Attachment A”
DPW – Parks Department OT, as described in “Attachment A”

ORDER RECOMMENDED AND INTRODUCED BY:



Michael Q. Geary, Interim City Manager



Conor Baldwin
 Chief Financial Officer

MEMORANDUM

TO: Michael Q. Geary, Interim City Manager
FROM: Conor Baldwin, Chief Financial Officer 
CC: Paul St. Cyr, Interim DPW Commissioner
DATE: April 28, 2022
SUBJECT: Transfer – DPW Park Barrel OT Transfer

The Department of Public Works (‘DPW’) has forwarded to the finance office a request to transfer funds from the budget for Solid Waste & Recycling into the overtime budgets for Parks & Streets. While intradepartmental in nature, because the funds are to be transferred between appropriation categories, the transfer requires a vote of the City Council. This transfer is to further execute the financial strategy to improve cleanliness in the Parks, previously discussed with the Council.

As presented in May of 2021, the city was able to utilize free cash to purchase a new trash truck, which would allow in-house maintenance of the downtown and park barrels. In the interim, the DPW added crews on the weekends and as necessary to assist with locations that require more frequent maintenance.

The whole of this transfer is revenue neutral and will not impact on the 2022 tax rate. Below is a summary/ outline of the impacted accounts. The funding necessary is provided through the surplus appropriation for waste collection generated when the city exercised to option to internalize park barrel collection.

Please let me know if there are any questions.

Account Name	Original Budget	Previous Transfers	Revised Budget	YTD Expenditures (Actual)	Encumbrances	Balance Before Transfer	Transfer	Balance After Transfer
Transfer TO:								
1. DPW - Streets Division OT	\$ 30,000	\$ 49,678	\$ 79,678	\$ 76,028	\$ -	\$ 3,650	\$ 15,000	\$ 18,650
2. DPW - Parks Department OT	\$ 70,000	\$ 54,099	\$ 124,099	\$ 104,854	\$ -	\$ 19,245	\$ 15,000	\$ 34,245
Transfer FROM:								
Solid Waste & Recycling	\$ 7,510,000	\$ (157,277)	\$ 7,352,723	\$ 4,814,296	\$ 1,787,850	\$ 750,577	\$ (30,000)	\$ 720,577

Paul St. Cyr
Interim DPW Commissioner

TO: Conor Baldwin, Chief Financial Officer
FROM: Paul St. Cyr, Interim DPW Commissioner
DATE: April 28, 2022, 2022
RE: FY 22 -Transfer of Funds -

Transfer of \$30,000 to Street and Parks Department's Overtime Account

The need to cover the existing daily task of trash removal in the downtown and parks areas until FY23. At that time, the FY23 budget proposes two new staff members to the Parks Department as well as receipt of a new trash truck to carry out these services. In the meantime, these routes will be covered on an overtime basis by the Street and Parks Departments in effort to continue the established City Council strategy to improve the sanitation conditions of the city parks. This effort allows the city to manage the needs closely and provides flexibility to the schedule to anticipate the needs of the city parks and open spaces. To carry out these tasks through the remainder of FY22, the need to transfer \$15,000 in funding to each of the Street and Parks Department's Overtime Account exists.

Please find the accompanying Budget Transfer Form describing the source of funding to be transferred to the proper overtime accounts.



Michael Q. Geary
Interim City Manager

April 28, 2022

Mayor Sokhary Chau
And
Members of the Lowell City Council

Dear Mayor Chau and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer funds from the appropriation for Solid Waste & Recycling to the Parks and Streets salary accounts for overtime. The total amount of the transfer is \$30,000. The purpose of this transfer is to provide funding for the DPW to continue to improve the cleanliness of the city parks in FY2022, pursuant to the strategies discussed with the City Council over the last summer.

Consideration of moving the maintenance of downtown and park barrels in-house became more necessary during the pandemic, when parks saw an increase in approximately 40% trash tonnage as a direct result of increased usage. An increase in illegal dumping at park and downtown barrels was also observed over the past year. The benefits of in-house service, as described by the former DPW Commissioner last June, include improved internal control of barrel management, flexibility on schedule and frequency of collection, and overall improved quality of parks and open space.

Enclosed is a memorandum from the Chief Financial Officer which describes the relevant accounts in the budget. It is important to note that this transfer will have no impact to the tax rate and is revenue neutral.

Sincerely,

Michael Q. Geary
City Manager

Cc: Conor Baldwin, Chief Financial Officer
Paul St. Cyr, Interim DPW Commissioner
Kelly Oakes, City Auditor