

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

In City Council

VOTE

A Vote to act on the recommendation of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and to Appropriate or Reserve for later Appropriation monies from Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of Community Preservation projects, and all other necessary and proper expense for the year, or take and other action relative thereto.

**NOW, THEREFORE, IT IS VOTED BY THE CITY COUNCIL OF THE CITY OF LOWELL BY A TWO-THIRDS VOTE OF ALL ITS MEMBERS,** as follows:

**Ordered:** To appropriate or reserve from Community Preservation Fund annual revenues or available funds the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2024, with each item to be considered a separate appropriation.

PROPOSED FISCAL YEAR 2024 COMMUNITY PRESERVATION BUDGET

THE COMMUNITY PRESERVATION COMMITTEE RECOMMENDS THAT THE FOLLOWING AMOUNTS BE APPROPRIATED OR RESERVED FROM FISCAL YEAR 2024 COMMUNITY PRESERVATION FUND REVENUES, UNLESS OTHERWISE SPECIFIED, FOR FISCAL YEAR 2024 COMMUNITY PRESERVATION PURPOSES WITH EACH ITEM CONSIDERED A SEPARATE APPROPRIATION:

PURPOSE	RECOMMENDED AMOUNT	CPA FUNDING SOURCE (if other than annual fund revenues)
<b>Appropriations</b> CPC - 1. Administrative Expenses	1. \$47,711.12	CPA Revenue
<b>Reserves</b> a. Budgeted Reserves b. Open Space c. Historic Resources d. Community Housing	a. \$620,244.61 b. \$95,422.25 c. \$95,422.25 d. \$95,422.25	CPA Revenue

**ORDER RECOMMENDED AND INTRODUCED BY:**




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Thomas A. Golden, Jr., City Manager

BALANCE SHEET FOR 2023 12

FUND: 1713 CPA

NET CHANGE FOR PERIOD ACCOUNT BALANCE

ASSETS				
1713	104000	CASH UNRESTRICTED CHECKNG	52.82	3,800,808.48
1713	152020	2020 CPA RECEIVABLE	.00	120.82
1713	152021	2021 CPA RECEIVABLE	.00	124.42
1713	152022	2022 CPA RECEIVABLE	148.27	405.48
1713	152023	2023 CPA A/R	-3,700.99	20,549.89
1713	152024	2024 CPA A/R	-21.13	-21.13
	<b>TOTAL ASSETS</b>		<b>-3,521.03</b>	<b>3,821,987.96</b>
LIABILITIES				
1713	262500	DEF REV CPA SURCHARGE	3,573.85	-25,734.87
	<b>TOTAL LIABILITIES</b>		<b>3,573.85</b>	<b>-25,734.87</b>
	<b>FUND BALANCE</b>			
1713	321100	ENCUMBRANCES	-967.03	1,886,032.97
1713	359000	UNDESIGNATED FUND BALANCE	.00	-1,921,064.05
1713	383000	BUD FB RES FOR ENCUMBRANCE	967.03	-1,886,032.97
1713	384000	BUD FB UNRESERVED	.00	1,551,289.37
1713	386100	RES OPEN SPACE/RECREATION	.00	-98,508.50
1713	386200	RES HIST PRESERVATION	.00	-98,508.50
1713	386300	RES AFFORD HOUSING	.00	-98,508.50
1713	386400	ANNUAL BUDGETED RESERVE	.00	-640,302.50
1713	388000	APPROPRIATIONS	.00	-4,561,490.64
1713	391000	REVENUE CONTROL	-1,708.12	-1,302,374.32
1713	393000	EXPENDITURE CONTROL	1,655.30	363,013.28
1713	394000	ESTIMATED REVENUES	.00	3,010,201.27
	<b>TOTAL FUND BALANCE</b>		<b>-52.82</b>	<b>-3,796,253.09</b>
	<b>TOTAL LIABILITIES + FUND BALANCE</b>		<b>3,521.03</b>	<b>-3,821,987.96</b>

\*\* END OF REPORT - Generated by Conor Baldwin \*\*

# CITY OF LOWELL

## COMMUNITY PRESERVATION FUND

FOR 2023 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>17130005 CPA</b>							
17130005 511000 SW PERM	49,254	28,193	77,447	43,710.54	.00	33,736.10	56.4%
17130005 512000 SW TEMP	0	0	0	.00	.00	.00	.0%
17130005 522900 OPN SPCE P	142,237	-142,237	0	.00	.00	.00	.0%
17130005 528300 ACQ-PROP	0	0	0	.00	.00	.00	.0%
17130005 573400 MISC CHARG	4,254	6,000	10,254	9,538.66	32.97	682.37	93.3%
17130005 582501 BLDG/REHAB	142,237	-142,237	0	.00	.00	.00	.0%
17130005 584601 BLD IMPROV	142,237	-142,237	0	.00	.00	.00	.0%
17130005 588400 IM-PRK-PLY	0	0	0	.00	.00	.00	.0%
17130005 588515 BLDG ACQUI	0	0	0	.00	.00	.00	.0%
TOTAL NO PROJECT	480,219	-392,518	87,701	53,249.20	32.97	34,418.47	60.8%
<b>BELL BELL AND WHEEL REPLACEMENT</b>							
17130005 582501 BELL BLDG/REHAB	12,000	0	12,000	.00	.00	12,000.00	.0%
TOTAL BELL AND WHEEL REPLACEMENT	12,000	0	12,000	.00	.00	12,000.00	.0%
<b>CLMNT CLEMENTE PARK</b>							
17130005 522900 CLMNT OPN SPCE R	110,000	0	110,000	.00	.00	110,000.00	.0%
TOTAL CLEMENTE PARK	110,000	0	110,000	.00	.00	110,000.00	.0%
<b>CROSS ACRE CROSSING REDEVELOPMENT</b>							
17130005 584601 CROSS BLD IMPROV	196,517	566,683	763,200	.00	763,200.00	.00	100.0%
TOTAL ACRE CROSSING REDEVELOPMENT	196,517	566,683	763,200	.00	763,200.00	.00	100.0%
<b>DTL DOWNTOWN LWL BLDG RESTORATION</b>							
17130005 582501 DTL BLDG/REHAB	500,000	0	500,000	.00	500,000.00	.00	100.0%

# CITY OF LOWELL

## COMMUNITY PRESERVATION FUND

FOR 2023 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL DOWNTOWN LWL BLDG RESTORATION	500,000	0	500,000	.00	500,000.00	.00	100.0%
<b><u>FTHB FIRST TIME HOMEBUYER PROGRAM</u></b>							
17130005 584601 FTHB BLD IMPROV	500,000	0	500,000	.00	500,000.00	.00	100.0%
TOTAL FIRST TIME HOMEBUYER PROGRAM	500,000	0	500,000	.00	500,000.00	.00	100.0%
<b><u>GLASS STAINED GLASS RESTORATION</u></b>							
17130005 582501 GLASS BLDG/REHAB	473,713	0	473,713	.00	.00	473,713.00	.0%
TOTAL STAINED GLASS RESTORATION	473,713	0	473,713	.00	.00	473,713.00	.0%
<b><u>GORHM GORHAM STREET AREA</u></b>							
17130005 582501 GORHM BLDG/REHAB	178,100	0	178,100	178,100.00	.00	.00	100.0%
TOTAL GORHAM STREET AREA	178,100	0	178,100	178,100.00	.00	.00	100.0%
<b><u>LIVE A PLACE TO LIVE AFFORD/HSG</u></b>							
17130005 584601 LIVE BLD IMPROV	72,800	0	72,800	.00	72,800.00	.00	100.0%
TOTAL A PLACE TO LIVE AFFORD/HSG	72,800	0	72,800	.00	72,800.00	.00	100.0%
<b><u>MRMCK MERRIMACK STREET</u></b>							
17130005 584601 MRMCK BLD IMPROV	220,000	0	220,000	170,000.00	50,000.00	.00	100.0%
TOTAL MERRIMACK STREET	220,000	0	220,000	170,000.00	50,000.00	.00	100.0%
<b><u>ROLLI ROLLIE'S FARM</u></b>							
17130005 522900 ROLLI OPN SPCE R	1,500,000	0	1,500,000	.00	.00	1,500,000.00	.0%



# CITY OF LOWELL

## COMMUNITY PRESERVATION FUND



FOR 2023 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL ROLLIE'S FARM	1,500,000	0	1,500,000	.00	.00	1,500,000.00	.0%
<b>WHSTL WHISTLER HOUSE MUSEUM/ART PRK</b>							
17130005 522900 WHSTL OPN SPCE R	100,000	0	100,000	.00	.00	100,000.00	.0%
TOTAL WHISTLER HOUSE MUSEUM/ART PRK	100,000	0	100,000	.00	.00	100,000.00	.0%
TOTAL CPA	4,343,348	174,165	4,517,514	401,349.20	1,886,032.97	2,230,131.47	50.6%
TOTAL EXPENSES	4,343,348	174,165	4,517,514	401,349.20	1,886,032.97	2,230,131.47	

\*\* END OF REPORT - Generated by Conor Baldwin \*\*

## COMMUNITY PRESERVATION FUND



### REPORT OPTIONS

Sequence	Field #	Total	Page	Break
1	9	Y	N	N
2	12	Y	N	N
3	0	N	N	N
4	0	N	N	N

Report title:  
COMMUNITY PRESERVATION FUND

Includes accounts exceeding 0% of budget.

Print totals only: N

Print Full or Short description: S

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: N

Include requisition amount: Y

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2018/12

To Yr/Per: 2018/12

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: L

Amounts/totals exceed 999 million dollars: N

Year/Period: 2023/13

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Field Name Find Criteria Field Value

Fund 1713

FUNCTION

DEPARTMENT

AP/UM/OET

DOE/PROGS

FY/GRADE

LEVEL

CATEGORY

Character Code

Org

Object

Project

Account type

5\*

# CITY OF LOWELL

## COMMUNITY PRESERVATION FUND



### REPORT OPTIONS

Account status  
Rollup Code






Conor Baldwin  
Chief Financial Officer

## MEMORANDUM

**TO:** Thomas A. Golden, Jr., City Manager

**FROM:** Conor Baldwin, Chief Financial Officer 

**CC:** Yovani Baez- Rose, Assistant City Manager/ DPD Director

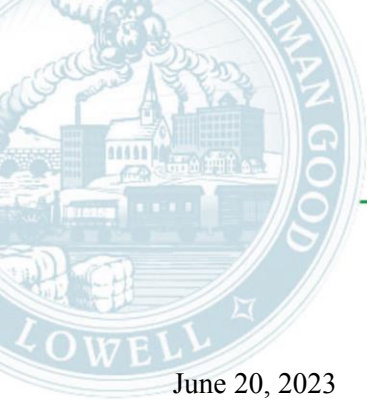
**DATE:** June 27, 2023

**SUBJECT:** Vote to Appropriate the FY2024 CPA budget

The Community Preservation Committee ('CPC') has forwarded a request to appropriate monies from the Community Preservation Fund for FY2024. Every year, the Community Preservation Committee (CPC) is required to prepare an annual CPA budget, which is then voted on by the legislative body (City Council). The finance department has worked with DPD to assist the CPC in recommending a total based on the FY2024 estimate for revenue. This total revenue figure should include an estimate of the CPA local surcharge revenue, plus the estimated matching money to be received in November from the CPA Trust Fund. The annual budget breaks it down into the various CPA accounts.

The CPC is required to spend, or set aside for later spending, 10% of annual CPA revenues for each of the main three CPA purposes – Historic Preservation, Open Space (including Recreation), and Community Housing. Each year, the CPC also has the option of requesting that the Council appropriate up to 5% of annual CPA revenues for the CPC's administrative needs during the fiscal year.

Attached, I have included a balance sheet report on the Community Preservation Fund from MUNIS. Please do not hesitate to let me know if there are any questions.



Thomas A. Golden, Jr.  
City Manager

June 20, 2023

Mayor Sokhary Chau  
And  
Members of the Lowell City Council

Dear Mayor Chau and Members of the Lowell City Council,

I respectfully request that the City Council vote to appropriate or reserve from the Community Preservation Fund annual revenues or available funds the amounts in the attachment for administrative expenses, debt service, community preservation projects, and other expenses in Fiscal Year 2024. The Community Preservation Committee approved the attached budget at their June 15, 2023 meeting.

The Community Preservation Committee is required to spend or set aside for later spending 10% of annual CPA revenues for each of the main three CPA purposes – Historic Preservation, Open Space (including Outdoor Recreation), and Community Housing. The Community Preservation Committee may also appropriate up to 5% of annual revenues for administrative costs. The funds are appropriated to each category to ensure the City spends or reserves the required 10% minimum for each category.

Please find the full budget attached below.

Sincerely,

Thomas A. Golden, Jr.  
City Manager

CC: Yovani Baez-Rose, Assistant City Manager / DPD Director  
Lloyd DeJesus, Director of Development Services  
Francesca Cigliano, Senior Planner  
Dylan Ricker, Associate Planner