

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

VOTE

IN CITY COUNCIL

ORDER,

To transfer funds to increase funding for Development Services overtime.

ORDERED,

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

That the amount of **Ten Thousand and 00/100 (\$10,000.00) Dollars** be transferred:

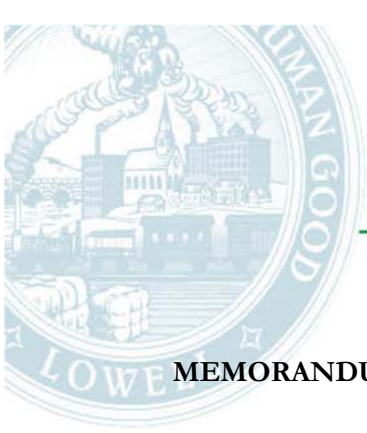
FROM: Account #1721 148A as described in "Attachment A"

TO: Account # 1824151 513000 SW Overtime as described in "Attachment A":

ORDER RECOMMENDED AND INTRODUCED BY:



Eileen M. Donoghue
City Manager



Diane N. Tradd
Assistant City Manager/DPD Director

R. Eric Slagle
Director of Development Services

David Fuller
Building Commissioner

MEMORANDUM

TO: Eileen Donoghue, City Manager
Conor Baldwin, CFO

FROM: R. Eric Slagle, Director of Development Services

RE: OVERTIME – REQUEST FOR APPROPRIATION.

Development Services hereby requests an appropriation of \$10,000 from the 148A account to supplement our overtime account. A rash of emergencies and staff turnover this fiscal year have severely tapped the overtime capacity, and we are anticipating additional overtime, for both emergencies and festival coverage, prior to the end of the fiscal year. Appropriation from the 148A account will not impact the general fund, as it is specifically funded from building code violations.

ES


5/10/2019



Conor Baldwin
 Chief Financial Officer

MEMORANDUM

TO: Eileen M. Donoghue, City Manager

FROM: Conor Baldwin, Chief Financial Officer 

CC: R. Eric Slagle, Director, Development Services

DATE: May 9, 2019

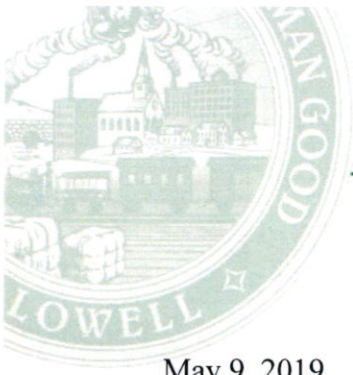
SUBJECT: Development Services Transfer – Inspectors

Eric Slagle, Director of the Division of Development Services in DPD, has forwarded to me a request to transfer funds from the 148A Account. The funding source to cover these expenses is outside of the tax levy. The transferred funds will be used to support overtime for the inspectors for such activities as building and health inspections to support the department’s enhanced responsibilities related to the various festivals that occur in the spring and early summer.

The fund, “148A Building/Fire Fines”, is a Receipt Reserved for Appropriation fund held over from year-to-year for training and education of building code enforcement and fire officials. The receipts deposited in the fund are from fines associated with tickets written for violations of Massachusetts General Law Chapter 148A. Section 5 of the statute further provides the authority for cities and towns to appropriate these funds for restricted purposes. The revenue deposited into the account is segregated by violation type (whether fire code or building code violation) and distributed proportionately.

I have included a summary of the accounts below. Please do not hesitate to let me know if there are any questions.

Account Name	Original Budget	Previous Transfers	Revised Budget	YTD		Balance Before		Balance After
				Expenditures (Actual)	Encumbrances	Transfer	Transfer	Transfer
Fund #1721 - BLDG/ FIRE	\$ 287,126	\$ (125,000)	\$ 162,126	\$ -	\$ -	\$ 162,126	\$ (10,000)	\$ 152,126
DPD - Inspectional OT	\$ 13,000	\$ 10,000	\$ 23,000	\$ 22,116	\$ -	\$ 884	\$ 10,000	\$ 10,884



Eileen M. Donoghue
City Manager

May 9, 2019

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 \$10,000 from the Receipts Reserved for Appropriation account for building & fire code violation (148A) fines. It is important to note that this fund is unique and adds no additional burden to the tax levy. These fines will be used to fund additional overtime costs for local building inspectors/ plans examiners related to enhanced enforcement. There are additional staffing needs in the coming month for various festivals, as well as any potential emergencies which may arise.

Enclosed with this letter 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
R. Eric Slagle, Director, Development Services