

Community Preservation Program

www.newtonma.gov/cpa

Mission Statement

Fund affordable housing, historic resources, open space and outdoor recreation projects through a 1% local surcharge on Newton real estate taxes, plus state matching funds provided under the Community Preservation Act (MGL Ch. 44B).

Fiscal Year 2018 Key Accomplishments as of 15 March 2018

Recommended funds appropriated by the City Council: Auburn Street (housing & historic preservation); Whipple-Beal Fence, Newton Cemetery (historic preservation)

CPC recommendations currently pending with the City Council: Haywood House/ Jackson Road Senior Housing

Proposed revisions to funding guidelines: including principles for evaluating "CPA appropriateness" as well as CPA eligibility; public hearing scheduled 3 April 2018

Pre-proposals & proposals pending with the CPC: Crescent Street Affordable Housing & Playground Expansion; possible new pre-proposals spring 2018 for a major housing project and open space acquisition

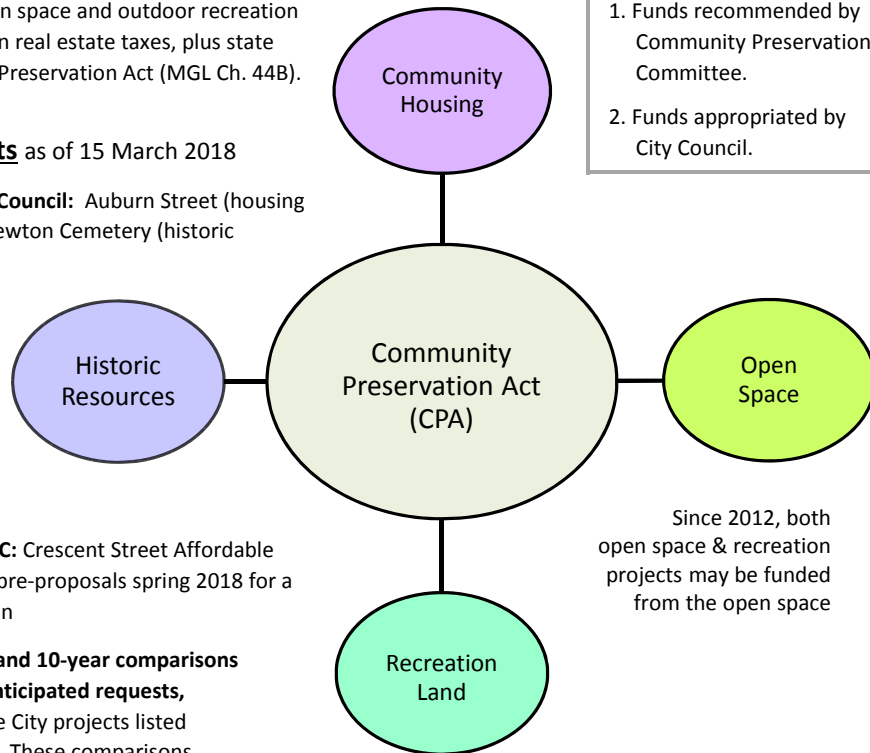
The *Community Preservation Plan* includes 5- and 10-year comparisons between the program's funding forecast and anticipated requests, based on both pre-proposals received and future City projects listed as CPA-eligible in the *Capital Improvement Plan*. These comparisons are updated several times a year on the program website.

Fiscal Year 2019 Desired Outcomes

Consider in the regular Fy19 fall funding round any new requests that meet 25 May 2018 pre-proposal and 28 September 2018 full proposal deadlines, providing at least 1 month's public notice for public hearings on full proposals.

Consider outside the regular funding round ("off-cycle") requests in response to unique, time-sensitive opportunities or threats, still requiring public discussion of pre-proposals and providing at least 1 month's notice for public hearings on full proposals.

Explore options for long-term planning, including using the CPA program funding forecast and target allocations to inform priorities for CPA-eligible listings in the *Capital Improvement Plan*



CPA Funding Process

1. Funds recommended by Community Preservation Committee.
2. Funds appropriated by City Council.

Allocation of Annual New Funds by Resource

Revisions Proposed March 2018

allowable uses	required by state CPA statute	Newton CPC targets (± 5% for all except admin.)	Newton Average for Most Recently Completed 5 Years (Fy13-Fy17)
program administration	5% max.	3-5%	3.2%
community housing (affordable housing)	10% min.	30% 35%	30.9%
historic resources	10% min.	25% 20%	24.5%
open space or land for outdoor recreation	10% min.	20%	27.7%
		20%	13.7%
any eligible resource	65%-70%	Most of Newton's significant existing unspent fund balance could be spent on any CPA-eligible resource.	

Funding Principles in Newton's *Community Preservation Plan*, adopted by the Community Preservation Committee, February 2015 (No revisions currently proposed.)

1. Use community-wide plans to guide funding decisions.
2. Balance the allocation of funds across all eligible resources & allowable uses.
3. Require proven capacity for project management & long-term maintenance.
4. Evaluate results to ensure accountability & improve future projects.

City of Newton, Massachusetts Community Preservation Program Budget	Fiscal 2018 budgeted	Fiscal 2019 proposed
REVENUE	Fiscal 2018	Fiscal 2019
local CPA surcharge (<i>budget estimate</i>)	\$2,987,877	\$3,062,574
state matching funds (<i>budget estimate</i>)	\$291,500	\$253,970
undesignated fund balance (<i>state matching funds confirmed too late in previous year to be budgeted in that year</i>)	\$181,657	\$240,424
TOTAL REVENUE	\$3,461,034	\$3,556,967
EXPENDITURES	Fiscal 2018	Fiscal 2018
PROGRAM ADMINISTRATION & DEBT SERVICE		
Program Administration	-\$155,728	-\$160,044
Debt Service: none currently	\$0	\$0
BUDGETED RESERVES		
Community Housing Reserve (<i>10% of annual new funds</i>)	-\$346,103	-\$355,697
Historic Resources Reserve (<i>10% of annual new funds</i>)	-\$346,103	-\$355,697
Open Space Reserve (<i>10% of annual new funds</i>)	-\$346,103	-\$355,697
General Reserve - <i>all annual new funds not budgeted for purposes above.</i>	-\$2,266,996	-\$2,329,833
TOTAL EXPENDITURES	-\$3,461,034	-\$3,556,967

Detail for Program Administration	Fiscal 2018 budgeted	Fiscal 2019
PERSONNEL		
Program Manager (salary plus benefits)	\$113,328	\$118,794
Work by Other Depts. (mostly Housing staff in Planning)	\$5,500	\$3,500
SUBTOTAL Personnel	\$118,828	\$122,294
OTHER		
Consultants	\$22,000	\$24,250
Advertising/ Publications	\$500	\$500
Audiovisual Equipment	\$500	\$500
Computer Software	\$1,500	\$500
Computer Supplies	\$0	\$500
Dues & Subscriptions	\$7,900	\$7,900
Office Supplies & Equipment	\$500	\$500
Postage	\$500	\$600
Printing	\$2,500	\$1,500
Signs	\$1,000	\$1,000
SUBTOTAL Other Expenses	\$36,900	\$37,750
TOTAL	\$155,728	\$160,044

FUND: 21 - CPA FUND
 DEPARTMENT: ALL DEPARTMENTS

CITY OF NEWTON BUDGET
 PERSONNEL DETAIL

Account	Position Title Employee Name	Benefits Date			Holiday		Grade	F.Y.	FTE	GROSS
		Hire Date	Yrs. Service	Longevity	OPEB	Add Comp				
114 - PLANNING & DEVELOPMENT										
21Z114 - CPA ADMINISTRATION										
511001	CPA PROGRAM MANAGER	4/23/2007				0		FY 2018	1.00	96,852
	INGERSON, ALICE	4/23/2007	10.2	900	0	0	H9-23	FY 2019	1.00	99,779
Account Totals:						0		FY 2018	1.00	96,852
					900	0	0	FY 2019	1.00	99,779
TOTAL CPA ADMINISTRATION						0		FY 2018	1.00	96,852
					900	0	0	FY 2019	1.00	99,779
TOTAL PLANNING & DEVELOPMENT						0		FY 2018	1.00	96,852
					900	0	0	FY 2019	1.00	99,779