

CPA Committee Meeting
Tuesday, September 17, 2019, 6:00PM
Ackermann Room, 2nd Floor, Cambridge City Hall
795 Massachusetts Ave., Cambridge, MA 02139

CPA Committee (CPAC) Members Present:

- Lisa Peterson, Deputy City Manager (Chair)
- Corinne Espinoza, Planning Board
- Kaki Martin, Conservation Commission
- Chandra Harrington, Historical Commission
- Victoria Bergland, Cambridge Housing Authority
- David Kale, Assistant City Manager for Fiscal Affairs
- Susan Schlesinger, Affordable Housing Trust

Staff Attendees:

- Taha Jennings, Budget Director
- John Nardone, Deputy Commission for Operations, Department of Public Works
- Jennifer Letourneau, Conservation Commission Director, Department of Public Works
- Adam Corbeil, Director of Recreation, Department of Human Service Programs
- Bill Deignan, Transportation Program Manager, Community Development Department
- Jennifer Mathews, Assistant to the City Manager

- ❖ Chair Lisa Peterson called the meeting to order at 6:05PM; welcomed Committee members and attendees and summarized the Committee's process to date.
 - This is the Committee's fourth meeting.
 - Committee held an organizing meeting on May 16, 2019 to discuss funding projections and process.
 - The Committee held a Project Recommendation Hearing on June 20, 2019 to receive public comment and proposals for CPA funding.
 - There was a second hearing on July 31, 2019 – the Percentage Allocation Hearing – to receive public comment on the percentage of CPA funds that should be dedicated to each category: affordable housing, historic preservation and open space.
 - Tonight, the Committee will vote to set the allocation percentages and recommend certain projects to the City Manager and City Council for funding. Under state law, the Committee must allocate at least 10% to each category.
 - On Monday, September 23, 2019, the City Manager will present the Committee's recommendations to the City Council and the Council will vote on them. Committee members are not required to attend that meeting but are welcome to do so.
- ❖ Committee members received an email with the draft Project Recommendation Book last Monday, September 9, 2019. That book summarizes the CPAC's process, the funding

projections for FY 20, and the project requests before the Committee for consideration. It also has historical information on funding.

- Staff will go through the book momentarily and answer any questions Committee members may have.
- ❖ Committee reviewed draft July 31, 2019 minutes.
 - Susan Schlesinger moved to approve minutes. Chandra Harrington seconded motion. Committee approved unanimously.
- ❖ David Kale provided overview of FY20 funding. Total allocation is \$13,230,000. This is made up of:
 - \$9,900,000 in local funds, generated by the Property Tax surcharge – an increase of \$500,000 from FY19.
 - An estimated state match of \$1,220,000, which is the same as last year’s state match. Recent changes to state law, however, mean that the state match is anticipated to go up substantially in FY21. Increased registry fees will go to the statewide CPA Trust Fund. Estimate a \$36M increase statewide and approximately \$3M increase to Cambridge.
- ❖ Chair Peterson stated that with total allocation of \$13,230,000, after subtracting \$10,000 for Community Preservation Coalition membership dues, the Committee must put at least \$1,322,000 (10%) to each category.
- ❖ Jennifer Mathews provided overview of the Project Requests Book.
- ❖ Chair Peterson opened the floor to Committee questions. Corinne Espinoza inquired whether the Property Tax surcharge applied to commercial property as well as residential property. David Kale confirmed that the surcharge applies to both; applies to all real property.
- ❖ Chair Peterson stated that the Committee would first discuss and vote on the allocation percentages, then discuss and vote on particular projects, since amount available in each category depends on the allocation percentage.
- ❖ Chair Peterson summarized public comment received on the percent allocation:
 - 15 comments & 3 petitions with a total of 362 signatures support 80/10/10 for affordable housing.
 - 2 comments support 70/15/15, with 70% to affordable housing and 15% to historic preservation and open space.
 - 1 comment supports increased % for open space, generally.
- ❖ Susan Schlesinger asked how the Committee can get more people to attend the hearings. Committee discussed ideas: holding a hearing outside of City Hall, for example on site at an affordable housing development; providing shuttles to and from the meeting; varying the meeting times; providing childcare or food to remove barriers, particularly for parents and underrepresented individuals.
- ❖ Committee agreed that while it’s helpful to have online submission options, goal is to maximize personal attendance. Could promote through informational brochures, videos on

civic engagement or other education materials for students; more interactive options; bilingual videos; CCTV advertising.

- Susan Schlesinger recommended speaking with Tina Alu at the Cambridge Economic Opportunity Committee. Tina has specific experience in outreach to affected communities.
- Staff will work to improve promotion and thoughtfully develop an outreach process within the boundaries of the Act and the City’s ordinance, which have certain notice requirements.
- David Kale raised possibility of including CPA-specific insert in the next CityView magazine.
- ❖ Committee members expressed interest in having another meeting this winter on CPA process and outreach.
- ❖ Committee discussed allocation percentages:
 - Chandra Harrington stated that the 80% allocation to affordable housing is very important.
 - Susan Schlesinger agreed and referenced Concord Highlands – will be providing 98 affordable units and City expects 10,000 applications.
 - Chandra Harrington moved to set the allocation percentages at 80% affordable housing, 10% historical preservation, 10% open space; David Kale seconded motion; unanimously approved.
- ❖ Committee discussed funding for historic preservation and open space projects:
 - Kaki Martin asked about any unexpended project balances from prior fiscal years and requested that, as part of the Committee process, members better understand what monies may be leftover and transferable to new projects. David Kale noted that the time for spending any unexpended balances would not be in September, due to the timing of the City’s fiscal year and tax rate setting and related finance considerations. However, it could be a matter for the May organizing meeting or winter meeting. Staff will review and prepare information for Committee to review at winter meeting.
 - Committee reviewed historic preservation proposals and feedback from city staff. Work on the Golf Course Clubhouse not a priority for Historical Commission staff. City will be funding the Fire Department Headquarters through another mechanism, and the safety-related facade improvements at the Inman Square fire station can be combined with the overall façade restoration.
 - Susan Schlesinger moved to approve funding historic preservation projects (see detailed vote below); David Kale seconded motion; unanimously approved.
 - Committee reviewed open space proposals and feedback from city staff. Susan Schlesinger asked if certain projects that are less urgent than others. Taha Jennings explained that priorities are Hoyt Field, Magazine Beach, Alewife Path, and Hell’s half acre; and answered clarifying questions regarding scope and location of various project proposals.

- Hoyt Field funding amount increased due to price inflation and current building costs.
 - Jennifer Letourneau stated that Hell’s Half Acre project just received state matching funds; Charles River Conservancy notified Conservation Commission today.
 - Lisa Peterson clarified that, after consultation with the Law Department, any funding to DCR properties must involve a dedicated deed restriction on the property.
 - David Kale moved to approve funding open space projects (see detailed vote below); Susan Schlesinger seconded motion; unanimously approved.
- ❖ David Kale, Taha Jennings & Jennifer Mathews prepared itemized vote for Committee.
- ❖ CPAC unanimously approved funding as follows:

VOTE 1: Fiscal Year 2020 Local Funds (\$9,900,000)

Vote 1A

80% of FY2020 CPA Local Fund revenues (**\$7,920,000**) allocated to Affordable Housing and appropriated to the Cambridge Affordable Housing Trust

Vote 1B

10% of FY2020 CPA Local Fund revenues (**\$990,000**) allocated to Historic Preservation as follows:

1. \$609,500 appropriated to the Historic Preservation Grants
2. \$150,000 appropriated to the Inman Square Fire Station, façade restoration
3. \$80,000 appropriated to the African American Trail Markers restoration
4. \$65,000 appropriated to digitizing the Architectural Survey
5. \$55,500 appropriated to conserving Assessor’s Records
6. \$30,000 appropriated to the Old Burying Ground, grave marker restoration

Vote 1C

10% of FY2020 CPA Local Fund revenues (**\$990,000**) allocated to Open Space as follows:

1. \$874,050 appropriated to the Hoyt Field play structures and furniture
2. \$50,250 appropriated to the Hell’s Half Acre ecological restoration
3. \$47,700 appropriated to the Magazine Beach site survey, planning and design
4. \$18,000 appropriated to the Alewife Path design

VOTE 2: Fiscal Year 2019 State Funds [received in FY2020] (\$1,220,000)

Vote 2A

80% of FY2019 State Match revenues (**\$976,000**) allocated to Affordable Housing and appropriated to the Cambridge Affordable Housing Trust

Vote 2B

10% of FY2019 State Match revenues (\$122,000) allocated to Historic Preservation as follows:

1. \$122,000 to the Inman Square Fire Station, façade restoration

Vote 2C

10% of FY2019 State Match revenues (\$122,000) allocated to Open Space as follows:

1. \$122,000 to the Alewife Path design

VOTE 3: CPA Fund Balance (\$2,100,000)

Vote 3A

80% of the Fund Balance (\$1,680,000) allocated to Affordable Housing and appropriated to the Cambridge Affordable Housing Trust

Vote 3B

10% of the Fund Balance (\$210,000) allocated to Historic Preservation as follows:

1. \$210,000 to the Inman Square Fire Station, façade restoration

Vote 3C

10% of the Fund Balance (\$210,000) allocated to Open Space as follows:

1. \$210,000 to the Alewife Path design

VOTE 4: CPA Fund Balance - Administration (\$10,000)

Vote 4A

1. \$10,000 appropriated to Administrative Costs for Community Preservation Coalition membership dues

❖ Meeting adjourned at 7:15PM.