

MINUTES

CPA Committee Meeting

Thursday, May 17, 2022

5:30 p.m.

Committee members present: David Kale, Chandra Harrington, Ellen Shachter, Owen O’Riordan, Mary Flynn

City staff present: Taha Jennings, Adam Corbeil, Charlie Sullivan, Chris Cotter, Jen Letourneau, Daniel Liss

I. David Kale (DK) opens meeting:

- DK opens meeting. Provided brief background of CPA process and meeting formats
- This public meeting is being conducted remotely through Zoom, in accordance with Section 20 of Chapter 20 of the Acts of 2021, signed into law on June 16, 2021.
- DK takes attendance by roll call.

II. Introductions/ CPA History

- Committee members and staff to introduced themselves.
- DK provided information on the history of the CPA in Cambridge and an overview of the process moving forward.
- CPAC meetings are held annually from the spring into the fall.
- After public meetings, the City Manager forwards CPAC recommendations to the City Council to review and approve Housing, Historic Preservation and Open Space allocations and projects.
- City is required to provide a minimum allocation of 10% to each CPA category.

III. Funding Estimates

- DK reviewed the estimated FY23 funding available. Last year a total of \$17,510,000 was allocated. 80% for affordable housing (\$14,000,000), 10% for historic preservation (\$1,750,000) and 10% for open space (\$1,750,000). Last year’s estimates were fairly conservative because it was the first year of increased fees.
- Local funds are estimated to increase by \$700,000 to \$11,900,000. The fund balance used in FY23 is anticipated to increase by \$1,000,000.
- Total FY23 CPA funds are estimated to increase to \$19,710,000. Each category will receive at least 10% (\$1,970,000).
- Committee member Ellen Schacter (ES) asked how the fund balance was increased. IN response DK stated that the City received more than anticipated CPA funds from the state last year which increased the balance.

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IV. Schedule / discussion

- DK shared the *tentative* schedule moving forward:
 - Tonight's organizing meeting
 - Wednesday, June 29th, 5:30pm – Hearing on Project Recommendations
 - Wednesday, July 20th, 5:30pm – Hearing on Allocation Percentages
 - Wednesday, September 7th, 5:30pm – Vote Meeting
- There was some discussion on changing the September 7th meeting date to September 6th. It was noted that typically CPA allocations are done before the tax rate is set. It is anticipated that FY23 CPA recommended allocations would be on the City Council agenda on either September 12th or September 19th 2022.
- The City plans to use the same application form for project recommendations from last year for project proposals (6/29/22 through 7/20/22).
- There was a question about potentially including information on American Rescue Plan Act (ARPA) funded projects. In response it was noted that the information can be found on the City's ARPA webpage.

V. Public Comment

- There were no comments from members of the public

Meeting adjourned