



City of Somerville Community Preservation Act FY16 Annual Report



Somerville CPA



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Prospect Hill Tower: Eric Kilby

Introduction

We're excited to share the first annual report for Somerville's Community Preservation Act (CPA) program with you. Fiscal year (FY) 2016 was an exciting year for the program: the first CPA-funded project, the preservation and stabilization of Prospect Hill Tower, was completed by the City's Capital Projects Department. Other projects underway include Groundwork Somerville's improvements to eight community school gardens, capital improvements at the Somerville Museum, and design processes for the Community Growing Center and creating better connections between the Healey School, the Mystic Housing Authority and the Blessing of the Bay Boathouse. The Community Preservation Committee (CPC) successfully completed its second funding round, recommending grants to ten projects. Eight of these have been approved thanks to the support Board of Aldermen. Two are still under consideration by the Board. This included Somerville's first bonded CPA project, the West Branch Library rehabilitation, to which the CPA is contributing \$2.5 million. FY16 also marked a transition in the CPA Manager role with Kristen Stelljes replacing Emily Monea, Somerville's first CPA manager. Ms. Monea's leadership in this role led to the creation of strong systems for grant application and management and strong relationships across departments in the City of Somerville and with the community.

CPA Background

With the adoption of the Community Preservation Act in November 2012, the City of Somerville joined 154 other communities in the Commonwealth of Massachusetts that have a steady funding source dedicated to preserving and improving their character and quality of life. The CPA is a Massachusetts state law (M.G.L. c. 44B) that enables adopting communities to create a dedicated fund for preserving open space and historic resources and expanding community housing and outdoor recreation opportunities.¹ Somerville voters passed the Act by 76%, the second highest passage rate in CPA history.² This achievement represents an exciting opportunity to make Somerville an even more exceptional place to live, work, play, and raise a family.

The Community Preservation Committee

The Community Preservation Committee (CPC) oversees the implementation of the CPA in Somerville. The Committee, formed in January 2014, is responsible for establishing priorities for how CPA funding should be spent and, based on those priorities, making recommendations to the Board of Aldermen (BOA) on projects to receive funds. As established in Somerville's Community Preservation Committee Ordinance, the CPC has nine members, including five ex-officio members and four members of the general public, who may serve two consecutive three-year terms. The current members are:

- Dick Bauer (Chair), Historic Preservation Commission representative
- Michael Fager (Vice Chair), Conservation Commission representative
- Michael A. Capuano, Planning Board representative
- Elizabeth Duclos-Orsello, general public representative
- Arn Franzen, Parks and Open Space Department representative
- Ezra Glenn, general public representative
- Courtney Koslow, general public representative
- James McCallum, Somerville Housing Authority representative
- Uma Murugan, general public representative

The Community Preservation Plan

The Community Preservation Plan provides an overview of the CPA in Somerville and establishes the Committee's priorities for funding projects. The FY16 Plan is based on the City's existing planning documents and resident input. The CPC invited feedback on the FY16 Plan update at a public hearing on June 24, 2015 and through a five-week written comment period. Comments received from residents during the FY16 public comment period are available here, and comments received during the FY15 public comment period, here.

¹ The CPA legislation uses the term community housing to refer to housing for individuals and families with incomes below 100% of area median income (AMI). This report uses the terms community housing and affordable housing interchangeably.

² Excludes Cape Cod communities that passed the predecessor to the CPA.

FY16 Funding

Key sources of CPA funding include a 1.5% surcharge on net property taxes, an optional city appropriation, and a match from the Commonwealth of Massachusetts. Figure 1 shows how this money flows into the CPA Fund over the course of the fiscal year. Since CPA adoption in 2012, over \$7.9 million dollars has been appropriated for projects across the three CPA eligible categories: open space/recreational land, historic preservation, and affordable housing, including over \$1.7 million dollars in matching funds from the state (Table 3).

In FY16, the City had \$4 million available to spend on projects (Table 1). Up to 5% of new annual CPA revenue can be used each year to administer the CPA pro-

gram. In FY16, \$109,991 was available in administrative funds.

As part of the Community Preservation Plan, the CPC dedicated a minimum of 45% of FY16 revenue for affordable housing, to be administered by Somerville's Affordable Housing Trust Fund (Table 2).³ In FY16, \$1,584,675 was initially appropriated to the Trust. This total included \$989,919 in FY16 funds and an additional \$594,755 from FY15 funds (45% of the June city appropriation and surcharge revenue above the amount estimated in FY15). The remaining \$2,484,276 was available for open space/recreation and historic resources projects. An additional \$250,000 of this balance was appropriated to the Affordable Housing Trust Fund in June. The CPC designated a minimum of 15% of new FY16 revenue to each of these two categories. In FY16, this amount came to \$329,973. An additional \$706,132 was available for open space/recreational land that was unspent and rolled over from FY15.

Table 1. FY16 CPA Budget

Total FY16 new revenue available in FY16	\$2,199,821
Surcharge (estimate)	\$1,418,661
State match	\$781,160
Total FY14 & FY15 unexpended revenue (rollover)	\$1,979,121
FY15 City appropriation (available for FY16)	\$1,200,000
Unallocated project funds	\$779,121
Total Funding Available in FY16	\$4,178,942
(CPC admin funds)	(\$109,991)
Total Project Funding Available in FY16	\$4,068,951
FY16 City appropriation (available to spend in FY17)	\$510,844

Table 2. Preliminary Allocation of CPA Funding Available in FY16

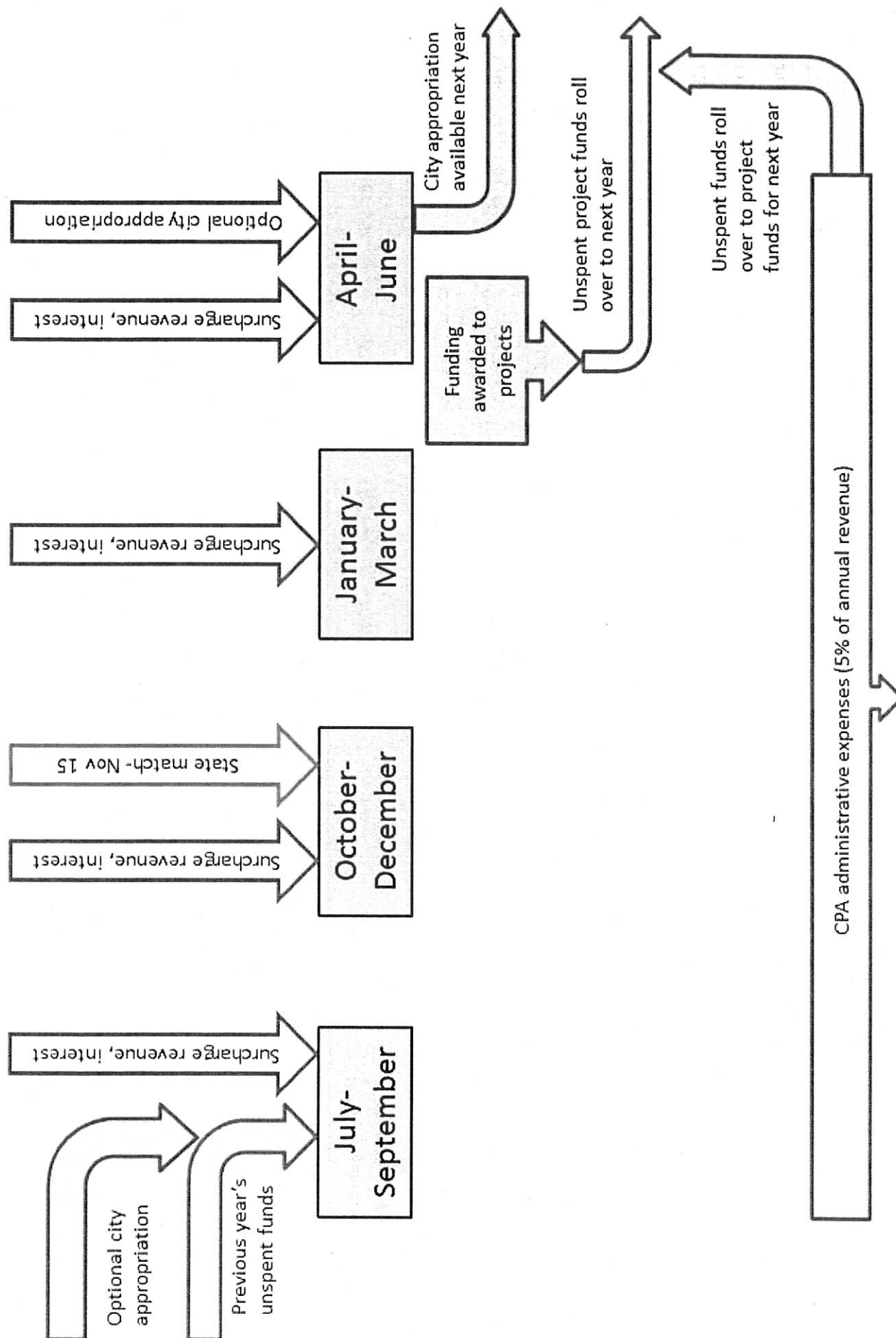
	Unexpended FY14 & FY15 Revenue	Estimated FY16 Revenue	Total FY16 CPA Funds Available
Open Space & Recreation (15%)	\$706,131	\$329,973	\$1,036,105
Historic Resources (15%)	\$0	\$329,973	\$329,973
Community Housing (45%) (appropriated to AHTF)	\$594,755	\$989,919	\$1,584,675
Undesignated (25%)	\$678,234	\$439,964	\$1,118,198
Total	\$1,979,121	\$2,089,830	\$4,068,951

³ The Community Preservation Act allows communities to allocate funding to the community's Affordable Housing Trust Fund.

Table 3. CPA Funding Since Adoption

Community Preservation Act Fund	FY14 Actual	FY15 Actual	FY16 Thru April 1	FY17 Estimated	Total
Total Funding Available	2,681,180	6,223,963	4,857,425	2,113,489	n/a
Current Fiscal Year Revenue	2,681,180	3,542,783	2,878,304	1,924,611	11,026,928
Surcharge Revenue	1,323,320	1,430,721	1,535,799	1,535,799	5,825,639
City Appropriation	1,355,671	1,200,000	510,844	0**	3,066,515
State Match of Previous Year's Local Revenue	0	904,917	829,456	388,862	2,123,235
Interest	2,189	7,145	2,205	0	11,539
Rollover from Previous Fiscal Year	0	2,681,180	1,979,121	188,828	n/a
Appropriations and Encumbrances	56,769	4,188,072	3,933,578	96,233	8,274,652
Committee admin expenses (up to 5% of annual revenue)	56,769	93,585	53,455	96,233	300,042
Open Space and Recreation Projects	0	227,463	1,445,160	0	1,672,623
Historic Resources Projects	0	1,660,996	600,288	0	2,261,284
Community Housing Projects	0	2,206,028	1,834,675	0	4,040,703
Funding Available for Projects in Next Fiscal Year (Rollover)	2,681,180	1,979,121	188,828	2,528,100	n/a
Open Space and Recreation Reserve*	402,177	706,131	0	192,466	n/a
Historic Resources Reserve*	402,177	0	0	192,466	n/a
Community Housing Reserve*	1,206,531	594,755	0	192,466	n/a
Undesignated Project Funding*	670,295	678,234	188,828	1,439,858	n/a
Current Year's Unallocated City Appropriation				510,844	
*FY17 funding available for FY17 projects; ** FY17 City appropriation determined in Spring 2018.					

Figure 1. CPA Fiscal Year Funding Flows



FY16 Funding Requests

The CPC received 12 applications for funding totaling \$7,604,209 in FY16, which are summarized in Tables 3 and 4.

Table 4. FY16 Open Space/Recreation

Project		Applicant	Request	Funded	Project Summary
Open Space/ Recreation (5)	Allen Street Mixed Use Renovation	Stephanie Hirsch & City of Somerville (Parks & Open Space)	\$20,000	\$20,000	Landscape architect will create schematic design to rebuild the Allen Street Open Space as an innovative shared space that maintains or expands garden plots, preserve benches for neighbors, and provides outdoor play space for Head Start students and neighborhood children.
	Hoyt Sullivan Playground	City of Somerville (Parks & Open Space)	\$400,000	\$400,000	Renovation and possible expansion of 22,000 square foot city playground and open space. Improvements include: ADA access, tree canopy, sustainable elements, lighting, active and passive recreation, artwork, waterplay, and connections to community path.
	Open Space & Recreational Land Acquisition Fund	City of Somerville (Parks & Open Space)	\$300,000	\$750,000**	The City will establish a dedicated Open Space Land Acquisition Fund that would permit the City to take advantage of time-sensitive and exceptional opportunities to secure new public open space.
	Remnant, Right-of-Way, and Unclaimed Space Inventory	Stephanie Hirsch & City of Somerville (Parks & Open Space)	\$30,000	\$0	Inventory of remnant spaces, their possible uses, and legal mechanisms to increase use of public or private spaces, plus pilot development of design for remnant Corbett-McKenna woods into walking trail. Corbett-McKenna component withdrawn by applicant. Project not funded in FY16 because Groundwork Somerville/Tufts are conducting a similar study and will share the results with the City.
	South Street Farm	Groundwork Somerville	\$60,160.12	\$60,160	Sustainable and public amenity improvements to Somerville's only urban farm.
Total Open Space & Recreational Land			\$810,160	\$1,230,160	

**Recommended by Community Preservation Committee, pending Board of Aldermen approval

Table 5. FY16 Blended & Historic Resources

	Project	Applicant	Request	Funded	Project Summary
Blended Historic Resources & Open Space/ Recreation (2)	Preservation, Rehabilitation, Restoration and Improvements to the Somerville Community Path	Friends of the Community Path & City of Somerville	\$301,000	Repaving: \$140,000 Design: \$75,000**	Initial project has been divided into two. Repaving of the Path Surface from Cambridge line to grassy circle, Thorndike to Buena Vista and from Grove to Cedar will be led by the Engineering Department. The design study to explore using rain gardens to improve drainage, expansion of the Bikeway Community garden, and installation of preserved railroad artifacts as an interpretive exhibit will be led by OSPCD. The Friends of the Community Path will be an active partner on both.
	West Branch Library Renovation	City of Somerville (Capital Projects)	\$5,394,328	\$2,500,000 (bonded)	CPA funds were recommended for the restoration and preservation of existing library interior and exterior. The original application included a request for funds for rehabilitation of the grounds surrounding the library and the building's systems, which was not funded.
	Total Blended		\$5,695,328	\$2,715,000	
Historic Resources (5)	31 Union Square	Maru Realty Trust	\$598,065	\$0	Restoration of existing historical storefront. Applicant declined proposed grant to fund a historical design for the storefront.
	Historic Document Mold Remediation at Somerville Central Library	City of Somerville (Somerville Public Library)	\$20,367.80	\$0	Conservation work on historic books and documents affected by mold and work on the closed stacks room to make the environment less conducive to the formation of mold. Revised scope and budget to be resubmitted in FY17 once a permanent preservation solution is determined.
	Historic Property Owner Restoration Fund	City of Somerville (Planning & Zoning Division)	\$150,000	\$150,000	Establish a historic property owner Preservation Fund to assist owners of local historic district-designated properties with preserving and restoring these buildings in accordance with the Secretary of the Interior's Standards for Rehabilitation.
	Milk Row Cemetery-Civil War Monument & Grave Markers Restoration	City of Somerville (Planning & Zoning Division)	\$26,808	\$26,808	Rehabilitate and conserve 48 grave markers & the Civil War Monument, executing the next phase of the 2002 Preservation Master Plan. This project will continue work funded in FY15.
	Somerville Museum Access for All	Somerville Historical Society	\$423,480	\$423,480	Complete Phase 5 of the Museum's capital improvement plan including the addition of an elevator for the ADA project, protection of collections, designing Capital Improvements Phase 6, and reinstalling a Palladian window per Mass Historical Commission request. This project will continue work funded in FY15.
	Total Historic Resources		\$1,218,721	\$600,288	
	Total FY16		\$7,604,209	\$4,545,448	

**Recommended by Community Preservation Committee, pending Board of Aldermen approval

FY16 Application Process

The Somerville community commented on the twelve FY16 applications through two public meetings and a written comment period. Each applicant presented their projects during one of the meetings and took questions from CPC members and the community. Seventeen community members attended the first public meeting on January 12, which focused on the historic resources projects. Sixteen community members attended the second public meeting on January 27, which focused on the open space and recreation projects. The written comment period was open from January 12 to March 17. The CPC received comments from 48 individuals. The comments from both the public meetings and the written comments are available on the CPA website.

During meetings on March 23, March 30, and April 27, 2016, the Committee voted on funding recommendations for the 12 applications. The CPC voted to fully fund the majority of the projects. For the West Branch Library, the CPC recommended bonding \$2.5 million to support the historic restoration of the historic Carnegie library's interior and exterior. The Community Path project was divided into two, one for repaving the Path and one for the drainage design study. The Remnant, Right-of-Way, and Unclaimed Space Inventory was encouraged to reapply with a refined scope for the study, given that Groundwork Somerville and Tufts University are currently conducting a related study. 31 Union Square declined a grant for the historic design for the buildings storefront. The CPC will make a recommendation on the Central Library Mold Remediation application in FY17 once the Library submits a revised scope and budget for their project. The Board of Alderman approved eight of the CPC's funding recommendations at meetings on April 28 and May 26. At this time, the Community Path design study and the Open Space Land Acquisition Fund are still under review by the Board.

In FY16, in total, the CPC recommended \$1,445,160 in Open Space and Recreation projects, \$600,288 in Historic Resources projects with an additional recommendation to bond for \$2.5 million for the West Branch Library, and \$1,834,675 in Community Housing projects through the Affordable Housing Trust Fund (including the initial appropriation and the recommended additional appropriation of \$250,000). This includes four City proposed projects, two community organization

proposed projects and three joint City-community projects. Since the start of the CPA in Somerville, close to \$8 million has been spent on projects across the three CPA categories: \$1,672,623 on Open Space and Recreation projects, \$2,261,284 on Historic Resources projects and \$4,040,703 on Community Housing projects (Table 3).

FY16 Affordable Housing Funding

In FY16, upon the recommendation of the CPC, the Board of Aldermen approved appropriating an initial \$1,584,675 in CPA funds to the Somerville Affordable Housing Trust Fund (AHTF or Trust; see Table 2 above).⁵ The CPC recommended an additional \$250,000 in CPA funding be appropriated to the Trust in June to provide additional support to the Mystic Water Works project. This recommendation is under review by the Board of Aldermen. The Committee empowered the Trust to serve as the housing arm of the CPC in FY15 given the Trust's 25 years of experience preserving and creating affordable housing units and supporting programs to assist homeowners and renters.

The Trust has prioritized preserving or increasing the supply of affordable housing in Somerville and helping low-to-moderate income households gain access to or retain housing. Projects and programs serving individuals and families at or below 100% of the area median income (AMI) are eligible for CPA-funded Trust projects.

In FY16, as in FY15, the Trust released a Request for Information and then a subsequent application for proposals for CPA funds. The Trust received three funding requests to date: one from Wayside for a rental assistance program and two from the Somerville Homeless Coalition for rental assistance for the PASS Program and Better Homes, both of which were supported with CPA funds in FY15. An additional application from the Somerville Community Corporation for the 100 Homes Program is expected, which also received CPA funds in FY15.

The Trust is continuing efforts to reach out to other agencies and developers about the availability of CPA funding for affordable housing in Somerville.

Ongoing Project Update

FY15 was the first year for CPA grantmaking in Somerville. In FY15, the CPC received 15 applications totaling \$2,819,599. The Community Preservation Committee voted on their funding recommendations on March 4, 2015. Upon the CPC's recommendation, the Board of Aldermen approved funding for 13 projects. One declined the grant, resulting in 12 funded projects, including nine historic resources projects (\$1,705,978) and four recreation land projects (\$227,463). Nearly \$2 mil-

lion in CPA funds were unspent in FY15, the majority of this comes from the appropriation by the Board of Aldermen of \$1.2 million into the CPA Fund at the end of FY15, which became available in the FY16 funding cycle (see Table 1). In FY15, the AHTF received \$2,206,028 in CPA funds which was used to fund five projects. Non-City grantees receive their project funding in tranches established at the beginning of the project. The final 10% of the budget is released upon the completion of the project and submission of a final report.

Historic Resources

Prospect Hill Tower Renovation

City of Somerville, Planning & Zoning Division

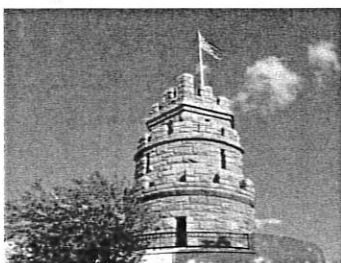


Photo source: Graham Baker

Year Awarded	Amount Funded	Percent Disbursed
FY15	\$500,000	85%
		(\$427,425)

The Prospect Hill Tower Renovation is the Somerville CPA's first completed project. The Tower was officially reopened during the First Flag ceremony on January 1, 2016. The City is now applying for an accessibility waiver to make it open to the public with accommodations for those who are unable to climb the Tower stairs.

Milk Row Cemetery Rehabilitation and Restoration

City of Somerville, Planning & Zoning Department



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$48,360	100%

The City of Somerville has hired the firm who will complete the rehabilitation and restoration work of Milk Row Cemetery and they began work in May 2016. Following receiving CPA funding, the project received matching funds from the Massachusetts Historical Commission and the City of Somerville Planning and Zoning Department.

Somerville City Hall Renovation, Design, and Construction Management

City of Somerville, Capital Projects Department



Photo source: Eric Kilby

Year Awarded	Amount Funded	Percent Disbursed
FY15	\$200,000	0%

This project will contract a design firm to develop a design to restore the exterior of Somerville City Hall, upgrade mechanical and life safety systems, and ensure accessibility. This project will begin once the owner's project manager is hired.

American Tube Works Complex National Register Nomination
City of Somerville, Planning & Zoning Division



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$7,500	0%

This project will contract a historic preservation consultant to prepare a National Register Nomination for the American Tube Works Complex.

The project is still in the planning phase while the City gages the interest of the property owners.

City of Somerville Archives Processing Contractor
City of Somerville Archives



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$43,000	0%

The Somerville Archives will contract a consultant to process permanent collections and create record guides. This project is on hold until the archives are relocated from the City Hall Annex to the Edgerly School.

Mystic Water Works
Somerville Housing Authority

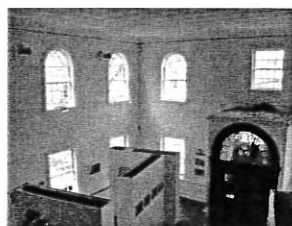


Year Awarded	Amount Funded	Percent Disbursed
FY15	\$243,000	0%

Photo source: Magicpiano - Own work, GFDL, <https://commons.wikimedia.org/w/index.php?>

The Mystic Water Works project will provide affordable housing for seniors and persons living with disabilities. The Community Preservation Committee provided funding to preserve the historic windows ; the Affordable Housing Trust Fund provided funding for the housing component in two grants, one in FY15 and one in FY16.

Somerville Museum Capital Improvements
Somerville Historical Society



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$168,191	41%
		(\$69,152)

The Somerville Historical Society is making improvements to the Somerville Museum to better preserve its collections and make the building ADA accessible. The project originally planned to construct an elevator lift. The Massachusetts Architectural Access Board determined this was not sufficient as it would not reach all Museum floors. The CPC and Board of Aldermen approved using the \$24,970 allocated for the lift towards the design, purchase and installation of the elevator. An additional \$423,480 for the project was approved for FY16 CPA funding by the Board of Aldermen.

Temple B'nai Brith Fire Safety and Accessibility Project
 Temple B'nai Brith



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$450,945	15%
		(\$67,642)

Temple B'nai Brith is installing a fire safety sprinkler system and an elevator in their historic building. The Temple is in the process of selecting the General Contractor for the work.

Open Space & Recreation Land

Prospect Hill Park Design Services
 City of Somerville, Parks and Open Space Division



Photo source: Eric Kilby

Year Awarded	Amount Funded	Percent Disbursed
FY15	\$85,000	0%

The City of Somerville will contract a firm to develop a design for the Prospect Hill Park. This project is on hold pending the results of an ongoing archeological study in the park.

Community Growing Center
 Friends of the Community Growing Center



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$52,090	90%
		(\$46,881)

The Friends of the Community Growing Center hired a firm to create a new design for the Community Growing Center. The Friends and Terra Cura are conducting several charrettes to gain community input on the design. More information about the project is available at: <http://www.thegrowingcenter.org/#!/redesign/tof3d>

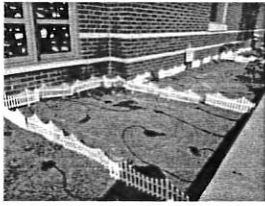
Healey School to Mystic
 Friends of the Healey



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$45,000	65%
		(\$29,250)

The Friends of the Healey hired a firm to develop a master plan for the open and recreation space around the Healey School, Mystic Housing Authority and Blessing of the Bay Boat House. The goal is to better connect the three places, which are geographically very close but difficult to access from each location. The City of Somerville supported the Friends in implementing a competitive selection process for the design firm. The design team has developed two options for the Healey+Mystic master plan and is holding community meetings to get input. More information about the project is available at: <http://healeymystic.org>.

School Garden Classrooms
Groundwork Somerville



Year Awarded	Amount Funded	Percent Disbursed
FY15	\$45,373	90%
		(\$40,835)

This Groundwork Somerville project to rehabilitate and improve eight school yard garden classrooms in Somerville is in its last phase. The project has received in-kind materials from the Somerville School District, allowing the full vision of the project to be completed. Over 1,000 Somerville students have benefited from the project.

Affordable Housing Trust Fund

<i>100 Homes Initiative Pilot</i>	Year Awarded	Amount Funded	Percent Disbursed
Somerville Community Corporation	FY15	\$1,200,000	0%

Somerville Community Corporation has acquired three properties (seven units) in the first months of the pilot, which launched in December 2015. The CPA funds will be a subsidy that will be released closer to when the SCC secures permanent financing to make the units affordable. A restriction will be recorded at that time.

<i>Redevelopment of 163 Glen Street</i>	Year Awarded	Amount Funded	Percent Disbursed
Somerville Community Corporation	FY15	\$915,000	0%

Somerville Community Corporation is redeveloping the former American Legion Post into eight affordable units and three market rate units. They are working with a prospective construction lender on proposed terms and hopes to move toward a June/July 2016 closing and construction start.

<i>Prevention and Stabilization Services (PASS)</i>	Year Awarded	Amount Funded	Percent Disbursed
Somerville Homeless Coalition	FY15	\$89,250	0%

This project would expand the PASS Program which provides rental assistance for approximately seven households for up to two years, including rental and move-in assistance, case management and stabilization services. The contract is being finalized.

<i>Better Homes Program</i>	Year Awarded	Amount Funded	Percent Disbursed
Somerville Homeless Coalition	FY15	\$35,820	0%

This project would provide rental assistance to 17 disabled and formerly homeless households. The contract is being finalized.

<i>Mystic Water Works</i>	Year Awarded	Amount Funded	Percent Disbursed
Somerville Housing Authority	FY15	\$257,000	0%

The Somerville Housing Authority will create affordable housing units for Somerville's elderly population, non-elderly disabled population and formerly homeless households at the historic MWRA Pump Station. CPA funds recommended by the Affordable Housing Trust Fund will be used for soft costs for converting the property into affordable housing for the FY15 grant. The Trust is also planning on an additional grant in FY16. The Community Preservation Act also provided funding for preservation of the historic windows as described in the previous section on historic resource projects.

Program Improvements

The CPC introduced a number of improvements to the program in FY16.

Funding Recommendation Summaries

A key program improvement focused on enhancing the transparency of the Committee's funding recommendation process. After thoroughly examining and discussing all applications and reviewed public comments, the CPC discussed a preliminary funding recommendation for each project, including funding conditions. The CPA Manager created a funding recommendation summary for each project, including key project information and the CPC's preliminary recommendation and funding conditions. She shared this with each applicant prior to the CPC formally voting on the projects to ensure they were comfortable with the proposed funding conditions and to provide them an opportunity to respond to any other potential concerns. These funding recommendation summaries were finalized upon the CPC's formal recommendation vote and shared with the Board of Aldermen when the CPC's recommendations were submitted for their approval, ensuring the Board had full information about each proposed project. All [funding recommendation summaries](#) are available on the CPA website.

Streamlined Grant Agreement Process

Recipients of CPA funding that are not City departments must execute a grant agreement with the City establishing the terms of their funding award and the process for disbursing funds. Recognizing that many non-City CPA grantees have incredibly limited staff and minimal cash

on hand, the Committee stressed the importance of establishing a grant agreement and disbursement system that would balance grantees' needs in light of these limitations with the City's need for accountability. The CPA Manager worked extensively with the City's law and purchasing offices to develop such a system, which has worked extremely well for both grantees and the City. In FY17, this process will be used as an example to establish a memorandum of agreement process for City-led CPA projects.

CPA Benefits

Even though the CPA program in Somerville is very young, it is already clear that CPA is helping Somerville community organizations do more and do better than they would be able to otherwise. For example, when Groundwork Somerville presented their school gardens project to the Somerville School District, they had funding to complete two-thirds of their vision for the project. The School District was able to provide in-kind materials for the school gardens, allowing Groundwork and the schools to fully achieve their vision for the project. In addition, City staff helped the Friends of the Healey with the request for proposals (RFP) to hire a design firm for their project to better connect the Mystic Housing community with the Healey School. This was the first time the Friends of the Healey had conducted an RFP. The City's guidance led to a more rigorous process, which resulted in hiring an experienced firm that is working very well with the Friends of the Healey.



Groundwork Somerville leading class at the Argenziano School Garden

Looking Ahead to FY17

The CPC projects a minimum of \$1,926,380 in new CPA funds will be available in FY17, including a minimum 19% match on FY16 revenue from the State (Table 6). \$188,828 in unspent project funds will roll over from FY16. These figures combined with the FY16 City appropriation of \$510,844, which is available to spend in FY17 results, in a total of \$2,529,763 available for new projects in FY17. Bond payments for the West Branch Library rehabilitation will start in FY18.

With the experience of two funding rounds to draw on, in FY17 the Community Preservation Act Program will build on its strong foundation to make improvements that will improve the quality of projects and facilitate the work of the CPC. Program improvement goals for FY17 include:

- Increase knowledge of the benefits of CPA projects by creating a monitoring and evaluation plan to accompany the Community Preservation Plan
- Improve the quality of CPA applications and build the capacity of applicants through offering pre-application and grantee workshops and developing resources to help applicants better understand the application process and how to report on approved projects.
- Increase awareness of the CPA Program and community input through expanding the opportunities for Somerville residents to see the value of and engage in the CPA Program.
- Improve the clarity of CPA project requirements through establishing a standard Memorandum of Agreement for projects implemented by the City of Somerville.

Table 6. Projected FY17 CPA Funding

Total FY17 New CPA Revenue	\$1,924,661
Surcharge	\$1,535,799
State match	\$388,862
City appropriation**	\$0
(CPA admin funds)	(\$96,233)
Total FY17 New Project Funding	\$1,828,428
Total FY16 Unexpended Revenue	\$699,672
FY16 City appropriation	\$510,844
Unallocated project funds	\$188,828
Total Available in FY17	\$2,528,100

**FY17 City appropriation determined in Spring 2018.

The Historic Preservation Plan will be completed by the fall of 2016. The plan will serve as an important guiding document to inform the work of both the Community Preservation Committee and the Historic Preservation Commission.

Finally, 2017 is an important year for Somerville's CPA program— it is the fifth anniversary of the adoption of the act in Somerville. The CPC will be organizing activities to celebrate this milestone in conjunction with Somerville's 175th anniversary.



City of Somerville, 1925