CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

February 28, 1984

TO: All Department Heads

FROM: Robert W. Healy, City Manager

SUBJECT: Capital Improvement Projects

For the past four years, Cambridge has faced the dual obstacles of Proposition 2½ and unfunded existing projects, in any effort we made to propose new projects. Now that the City is in compliance with Proposition 2½ and has begun to fund existing projects, it is time to turn our attention to future capital needs. With this in mind, I have established a Capital Investment Advisory Committee comprised of the following individuals:

Richard C. Rossi, Deputy City Manager
Kathy Spiegelman, Assistant City Manager for Community Development
James P. Maloney, Assistant City Manager for Fiscal Affairs
Everett Kennedy, Acting Commissioner of Public Works
Louis DePasquale, Budget Director

The task at hand for this committee is twofold. First, they must determine what our most immediate capital needs are. It is my intention to establish the City's first pay-as-we-go Capital Budget in the FY1985 budget. Funds for this will come from current operating revenues, rather than bond funds. The second task that faces this committee is to formulate a five-year capital projects program funded by both current operating revenues and bond funds. In an effort to assist them, any department feeling that it has a capital project that should be funded -- either out of current operating revenues or bond funds -- should submit a request to this committee through the Budget Office.

Because of time constraints, those capital projects that a department wishes to have funded with FY1985 operating revenues, must be submitted to the Budget Office by Wednesday, March 5, 1984. Bond-funded capital project requests should not be submitted at this time.

When preparing a request, departments should recognize two factors. First, these are projects that will be funded above and beyond your FY1985 operating budget, and, secondly, the following definition of a capital project must be followed: a Capital Project is one with a proposed life of seven (7) or more years, costing in excess of Fifty Thousand Dollars ($50,000) and shall not be rolling stock, except fire vehicles.

With your cooperation and effort I am confident we can begin to make needed capital improvements in the City. Should you have any questions, please contact Jim Maloney at Extension 9030.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf

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Tel. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

March 12, 1984

To the Honorable, the City Council:

Enclosed for your information is a copy of a communication sent to all Department Heads relative to the establishment of a Capital Investment Advisory Committee to deal with the future capital needs of the City.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf
Enc.

Agenda Item Number Nine

S-155

RE: enlcosing for informational purposes a comm. sent to all Dept. Heads Re: establishment of a Capital Investment Advisory Committee.

In City Council,

March 12, 1984

3/12/84

Placed on File