

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager

Michael E. Traynor, Esq.
Chief Executive Officer
Worcester Redevelopment Authority



WORCESTER REDEVELOPMENT AUTHORITY

Friday, December 12, 2014

8:00 A.M.

City Hall, 455 Main Street

Levi Lincoln Chamber

Worcester, MA 01608

Present:

Worcester Redevelopment Authority Board

Vincent A. Pedone, Chair
Steven Rothschild
David Minasian

Staff

Michael E. Traynor, Chief Executive Officer
Thomas Zidelis, Chief Financial Officer
Heather Gould, Chief of Staff, Office of Economic Development
John Odell, Director, City Energy and Asset Management Division
Jackson Restrepo, Office of Economic Development
Erin Cahill, WRA Financial Manager
Jane Bresnahan, Executive Office of Economic Development

Pursuant to a notice given (attached), a meeting of the Worcester Redevelopment Authority was held at 8:00 A.M. on December 12, 2014.

1. Call to Order

Chief Executive Officer Michael Traynor called the meeting to order at 8:01 A.M.

2. Roll Call

Mr. Traynor called the roll.

3. Minutes of the November 14, 2014

Mr. Pedone asked the Board to review the minutes. Mr. Minasian offered approval of the minutes with Mr. Rothschild seconding the approval.

The minutes were approved by the Board on a 3-0 voice vote.

New Business

1. Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

Mr. Pedone turned the meeting over to Mr. Zidelis, Chief Financial Officer, who introduced Matthew Hunt of CliftonLarsonAllen, formerly Sullivan, Rogers & Company LLC, outside auditing firm for the Authority. Mr. Hunt reviewed with the Board members the main points of the financial statements noted that the auditors did not identify any deficiencies in internal controls over financial reporting that they considered to be material weaknesses or other matters that are required in accordance with the Government Accounting Standards.

Acknowledging the arrival of City Manager Edward Augustus, Mr. Pedone suspended the auditor's presentation to take Item 5 out of order to allow the City Manager and Fire Chief Gerard Dio to present a proposal to establish a Museum of Worcester Fire History at Union Station.

5. Proposal for Museum of Worcester Fire History at Union Station

Chief Dio gave an overview of the vision of the interactive Worcester Fire Museum to be located in Union Station. Chief Dio described the items that would be displayed, the public education programs and possible events that would be held at the museum. Chief Dio noted the location of the museum also would be in tribute of the six men who lost their lives on December 3, 1999 as well as Firefighter Jon Davies who lost his life on December 8, 2011. Chief Dio further stated that all the artifacts are stored throughout the City in various locations and the goal is to bring everything to one location. Chief Dio offered to arrange for board members to view some of the inventory. Board members inquired about entrance/egress; cost of the build out; maintenance; operations; hours of operation; entrance fees; staffing; timeline and costs.

Mr. Pedone stated that no motion is required and asked Chief Dio if he would like to come back in two months for the February 2015 meeting with a complete proposal to be presented to the Board.

Mr. Pedone next took Item 3 out of order to - Approval of Urban Renewal Plan Citizens Committee Membership

3. Approval of Urban Renewal Plan Citizens Committee Membership

Mr. Augustus provided the Board with his proposed Urban Renewal Plan Citizens Committee membership list that was a compiled in conjunction with input from Mr. Pedone.

Mr. Pedone requested the Board members review the list.

Mr. Rothschild offered the following motion:

Voted that the Worcester Redevelopment Authority hereby establishes a Citizens Committee, consisting of the individuals listed on the attached sheet, for the purpose of providing public participation in the creation of the Downtown/Theatre District Urban Renewal Plan.

Mr. Minasian seconded the motion, and it was voted 3-0 on a voice vote.

Mr. Pedone thanked City Manager Augustus and Fire Chief Dio for their presentations.

Mr. Pedone asked Mr. Hunt continue the presentation of the Auditor's Report.

Mr. Hunt stated that again a Management Letter was not issued and Mr. Zidelis stated that it was a testament to Erin Cahill, WRA Financial Manager, working on a daily basis with the financials.

After discussion by the Board, Mr. Minasian offered the following motion:

Voted that the Worcester Redevelopment Authority hereby approves and accepts the year-end Financial Statements and Independent Auditors' Report for the fiscal year ended June 30, 2014, prepared by CliftonLarsonAllen LLP.

Mr. Rothschild seconded the motion, and it was voted 3-0 on a voice vote.

2. Approval of Cooperation Agreement – Downtown/Theatre District Urban Renewal Plan

Mr. Traynor reviewed with the Board members the cooperation agreement between the City and the WRA. The agreement reflects the \$500,000 funding appropriated by the City to fund the Urban Renewal Plan initiative, but at this point the agreement only covers the cost of the BSC Group contract. Future amendments will be executed as additional costs are identified and incurred.

After discussion by the Board, Mr. Rothschild offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute the Cooperation Agreement between the Worcester Redevelopment Authority and the City of Worcester relative to the city's provision of financial support for the Authority to undertake the Downtown/Theatre District Urban Renewal Plan initiative.

Mr. Minasian seconded the motion, and it was voted 3-0 on a voice vote.

4. Approval of MOU between WRA and WRTA concerning FTA State of Good Repair Apportionment Funds

Mr. Traynor stated that the MOU is the document required by the FTA to support the disbursement of FTA funds obtained by the WRTA to the WRA. Mr. Traynor and Mr. Odell informed the Board that they received the document late last evening with the final changes to the document. Mr. Odell advised the Board of the list of projects that will begin now that the MOU is in place. The Board requested that they be emailed the projects.

After discussion by the Board, Mr. Minasian offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute the Memorandum of Understanding by and between the Worcester Redevelopment Authority and the Worcester Regional Transit Authority attached hereto relative to the Authority's receipt of Federal Transportation Authority Section 5337 State of Good Repair Apportionment Funds in the amount of \$1,915,832.00 towards the financing of certain capital improvement projects at Union Station.

Mr. Rothschild seconded the motion, and it was voted 3-0 on a voice vote.

6. Status Reports – Miscellaneous Maintenance/Improvement Projects

Union Station Signage Project; Union Station Harding Street Improvements Project and Union Station Restrooms Project will now commence as MOU has been agreed upon. Mr. Odell will present at the next meeting the plans and cost outline for the restrooms.

Installation of Fencing on 0 Washington Square Parcel will be completed shortly.

The Cell Lot will be opening this week after completing the signage. Mr. Traynor will work with John Hill, Communications Director, City Manager's Office to coordinate announcements of the lot.

Mr. Odell advised the board that he is working with the new cleaning company and tenants to make sure the loading dock dumpster area is cleaned at all times.

Mr. Traynor advised the Board there is no update at this time on the proposed hotel and that all rents are current.

The Board discussed the homelessness issue plaguing Union Station both inside and out. Mr. Odell stated that a tubular bar has been placed in one of the restrooms so sleeping is not allowed in that area. Mr. Traynor stated that there is an Outreach Coordinator that works for SMOC and a liaison from the Police Department dealing with the issue. Mr. Traynor will follow-up to keep on top of the issue.

The Board discussed the continuing taxi issue in front of Union Station and along the bus port area. Mr. Traynor will work with Traffic Control as well as the Police Department to patrol the area until the Taxi Stand is completed in the rear of the station.

Mr. Pedone requested Mr. Traynor to contact the Department of Public Works and Parks to see if the signalization at Foster Street and Major Taylor Boulevard can be reprogrammed. The lights now at a seven (7) minute wait time.

Mr. Traynor advised the Board that there is a potential business looking at the entire retail space in the garage.

Other Business

Monthly Expenditure Report

Ms. Cahill reviewed with the Board the check detail and monthly comparison summary between November 13, 2014 and December 8, 2104. Expenses were \$36,754.34.

Updated Executed Contracts and Payments

Ms. Cahill stated that no payments were made from the Fixed Guideways Funded Capital Projects.

There being no further business the meeting adjourned at 9:10 AM.

Respectfully submitted,

Michael E. Traynor,
Chief Executive Officer