

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager

Michael E. Traynor
Acting Chief Executive Officer
Worcester Redevelopment Authority



WORCESTER REDEVELOPMENT AUTHORITY

Friday, May 9, 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
John F. Donahue, Jr., Vice-Chair
Steven Rothschild, Secretary
Robert Diaz
Jennifer Gaskin

Staff

Michael E. Traynor, Acting Chief Executive Officer
Erin Cahill, Financial Manager, WRA
George Saliba, Senior Project Manager
John Odell, Director, City Energy and Asset Management Division
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 May 9, 2014.

1. Call to Order

Acting Chief Executive Officer Michael Traynor called the meeting to order at 8:05 A.M.

2. Roll Call

Mr. Traynor called the roll.

3. Minutes of the April 11, 2014 Meeting

Mr. Pedone asked the Board to review the minutes. Mr. Donahue offered approval of the minutes with Mr. Diaz seconding the approval. The minutes were unanimously adopted without amendment.

New Business

1. Restroom Schedules and Costs

Mr. Traynor asked Mr. Odell to review with the Board the optional concept plans and costs associated with renovations of the existing first floor bathrooms and/or construction of new bathrooms. The Board discussed the various options and chose to renovate the existing bathroom and construct new bathrooms.

Mr. Donahue offered the following motion:

The Board authorized an amendment to the Design Services Agreement between the Authority and Lamoureux Pagano Associates not to exceed \$48,000.00, for the necessary design services to undertake the project. The drafting and execution of the amendment is pending a formal proposal from Lamoureux Pagano Associates.

Mr. Rothschild seconded the motion, and it was voted 5-0 on a voice vote.

Old Business

2. Signage Update

Mr. Traynor presented the Board with a mockup draft of the new signage to be installed in and outside of Union Station. The Board made suggestions and a draft of the updated schematic for approval at the next meeting.

3. Taxi Stand Update – Spaces

Mr. Traynor provided the Board with an updated version of the area behind Union Station that will be created as a taxi stand. The Board moved that the item be forwarded to City Council.

4. Tenants

All tenants are current.

5. Solicitation for Commercial Brokerage Services

Mr. Traynor provided the Board with an update to the solicitation for brokerage services. He informed the Board that the RFP will provide commercial brokerage services for the approximate 8,000 square feet of retail space at the Union Station Garage. The space can be subdivided up to a maximum of four (4) units. Depending on total number of units leased, each unit size could range from 1,200 to 6,000 square feet. In order to receive the stated commission for the Union Station Garage, the vendor must bring an interested party to the City for negotiations regarding the lease opportunity, and the unit(s) must ultimately be leased to said party.

Chairman Pedone asked Mr. Traynor to re-convey the proposal requested at the March 14, 2014 meeting, that he meet regularly with the City Council Standing Committee on Economic Development, to provide periodic updates on the proposed urban renewal initiative, as that process moves forward, be reconsidered and followed through.

Cellphone Lot

Chairman Pedone asked Mr. Traynor to follow up on the progress with regard to the proposed Cellphone Lot.

Awning

Chairman Pedone asked Mr. Traynor for an update on the repair of the awning and structural damage to Union Station and the timeline for the repairs. Mr. Traynor said the Board will be provided with a cost estimate for the next meeting. Mr. Traynor informed the Board that the tenant will be required to incur all expenses.

Urban Renewal Consultant RFP

Mr. Traynor notified the Board that the staff review committee will review the proposals received for the Urban Renewal Consultant. A proposal will be provided to the Board at the next meeting. Mr. Donahue asked that the proposal be sent prior to the meeting for review.

6. Monthly Expenditure Report

Erin Cahill, WRA Financial Officer, reviewed with the Board the check detail and monthly comparison summary between April 4, 2014 and May 2, 2104. Expenses were \$55,625.49.

There being no further business the meeting adjourned at 8:55 AM.

Respectfully submitted,

Michael E. Traynor,
Acting Chief Executive Officer