

Board Packet of Supporting Materials

Meeting of April 13, 2016

i. Agenda

1. Draft Minutes of the Regular Meeting of the Board on March 16, 2016
2. Correspondence from Roselli, Clark & Associates regarding OPEB Trust Fund
3. Correspondence with City Manager regarding Reappointment of Conrad Crawford to the CRA Board
4. Forward Fund Selection Committee Recommendations
5. Marriott Signage Program

7. 88 Ames Street Construction Design Review

9. Monthly Staff Report to the Board
 10. Quarterly Financial Update
 11. Annual Investment Portfolio
-

(Document numbering altered to reflect agenda item numbers)

NOTICE OF MEETING

Pursuant to the Massachusetts Open Meeting Law, M.G.L. c. 30A, §§ 18-25, notice is hereby given of a meeting of the Cambridge Redevelopment Authority (CRA) to take place as follows:

Regular Board Meeting
Wednesday April 13, 2016 at 5:30 PM
Cambridge Police Department
First Floor Community Room
125 Sixth Street
Cambridge, Massachusetts 02142

REVISED MEETING AGENDA

The following is a proposed agenda containing the items the Chair of the CRA reasonably anticipates will be discussed at the meeting:

Call

Public Comment

Minutes

1. Motion: *To accept the minutes of the Regular Meeting of the Board on March 16, 2016 **

Communications

2. Correspondence from Roselli, Clark & Associates regarding OPEB Trust Funds *
3. Correspondence with City Manager regarding Reappointment of Conrad Crawford to the CRA Board *

Reports, Motions and Discussion Items:

4. Report: Forward Fund Selection Committee Recommendations (Mr. Zogg) *

Motion: To authorize staff to enter into grant agreements with the organizations recommended by the Forward Fund Selection Committee

5. Report: Marriott Signage Program (Boston Properties)*

Motion: *To approve the window and banner signage program for the Marriott Hotel Building – 50 Broadway, Kendall Square Urban Renewal Area*

6. Update: Kendall Center Public Space Programming (Boston Properties)
7. Report: 88 Ames Street Construction Design Review (Mr. Evans) *
8. Report: Third and Binney Food Truck Request for Proposals (Mr. Zogg)

Motion: *To authorize staff to enter into seasonal license agreements with the selected panel of mobile food vendors for 2016 on Parcel 6 of the Kendall Square Urban Renewal Area.*

9. Report: Monthly Staff Report to the Board (Mr. Evans) *
10. Report: Quarterly Financial Update (Mr. Evans) *
11. Report: Annual Investment Portfolio Update (Mr. Evans) *
12. Update: Draft KSURP Implementation Plan (Mr. Evans)

Adjournment

(*) Supporting material to be posted at: www.cambridgeredevelopment.org/next-meeting/

Upcoming Meetings:

- CRA Regular Meeting – May 18, 2016 - 5:30 PM
- CRA Regular Meeting – June 15, 2016 - 5:30 PM

The Cambridge Redevelopment Authority is a “local public body” for the purpose of the Open Meeting Law pursuant to M. G. L. c. 30A, § 18. M. G. L. c. 30A, § 20, provides, in relevant part:

- (b) *Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting.*
- (c) *For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.*

Regular Meeting
Cambridge Redevelopment Authority

Wednesday, March 16, 2016, 5:30pm
Robert Healy Public Safety Center / Cambridge Police Station
125 Sixth Street
Community Room

DRAFT - REGULAR MEETING MINUTES

Call

CRA Chair Kathleen Born called the Annual Meeting to order at 5:38 p.m. Other Board members present were Vice Chair Margaret Drury, Treasurer Christopher Bator, Assistant Treasurer Conrad Crawford, and State Appointee Barry Zevin. Ms. Born also introduced CRA staff members – Executive Director Tom Evans, Office Manager Ellen Shore, and Program Manager Jason Zogg.

The meeting is being recorded by the CRA Office Manager and another attendee.

Public Comment

Ms. Heather Hoffman stated that she welcomes the return of food trucks to Parcel 6. When asked to elaborate, she said that food trucks had been at the location a while ago.

No other people asked to comment.

A motion to close the public comment portion of the meeting was moved, seconded and unanimously approved.

Minutes

1. Motion: To accept the minutes of the Annual Meeting of the Board on February 24, 2016

Ms. Born gave Ms. Shore a small typographical correction.

The motion to accept the minutes and place them on file was moved, seconded and unanimously approved.

2. Motion: To accept the minutes of the Executive Session held on January 20, 2016

Mr. Evans clarified that the sublease, as attached, includes some legal corrections to the sublease discussed at the meeting.

The motion to accept the minutes and place them on file was moved, seconded and unanimously approved.

Communications

(None)

Reports, Motions and Discussion Items

As requested by Mr. Evans, the board agreed the switch of the order of agenda items 3 and 4.

4. Presentation: MXD Infill Development Open Space Concepts

Mr. Michael Tilford from Boston Properties (BP) introduced himself as well as Mr. Victor Vizgaitis, Mr. Alan Ward, and Mr. Ben Kou from Sasaki. Mr Tilford said that BP recognizes that open space and landscaping are important to the public. BP wants to use the Infill Development open space concept as an opportunity to gather feedback regarding the uses of the public spaces. Using a PowerPoint presentation, Mr. Ward, explained that BP wants to initially focus on the programming of the area around the North garage. There are several categories of open space to address for possible improvements. There are major connectors, such as the Sixth Street connector. There are secondary pedestrian connectors which are the east-west links between the buildings. There is street level open space along Broadway, Binney and alleyways. Finally, there are potential rooftop open spaces in new buildings or on top of the garage. He added that research has shown that characteristics of successful urban spaces include but are not limited to a relationship to the street, visibility, various seating options, and active edges.

With regard to the Sixth Street walkway, Mr. Ward proposed having an arborist evaluate the health of the trees and how to protect them, looking at the direction of the current seating, separating the bicyclists from the pedestrians with a two-way bikeway, enhancing the paving, and updating the lighting. He noted that improving the secondary pedestrian walkways would be more challenging because of the mechanical requirements of the buildings. In response to Mr. Crawford, Mr. Ward stated that these areas are not appealing and thus underutilized. Covered bike storage, enhanced plantings, a dog park, social spaces, recreational opportunities, possible sculptural play spaces were possible ideas to investigate for the area.

Ms. Hoffman suggested that BP speak with the Community Charter School of Cambridge since their students are heavy users of the connector.

Regarding street level spaces, better programming could be brought to the park on Broadway and the one on Binney Street. He showed a picture of an all-season space where the doors fold up or roll up to open up the space. He stressed that small parks can be well designed to create visually more interesting spaces. Mr. Zevin mentioned that the parking garage building edge makes it difficult to activate the space. With respect to activating rooftop spaces, Mr. Ward suggested examples that have worked elsewhere such as cafes, yoga classes, movies, markets, etc. Also providing more interesting plantings or a growing zone for residents and neighbors could help activate the space.

Ms. Drury thought that a dog park is great idea. She added that the winter garden looks fabulous. She would like to include the history of the canal's existence. Mr. Crawford would like to incorporate the fact that the walkway is named after the first police officer who died in the line of duty. He added that the area should remain flexible to accent whatever happens to the Volpe open space area near the walkway. In response to Mr. Crawford's request for bike counts along the bikeway, Mr. Evans said that the new Soofa smart benches were designed to count Bluetooth activity and can distinguish between bikers and pedestrians. He added that the nearby Hubway

might provide some information on bike activity. Mr. Crawford mentioned porosity, permeability, accessibility, and breaking up the blocks to move people around better. Mr. Zevin stated that increasing any exchange between the inside and outside of the buildings along the pedestrian ways would help activate the space.

Ms. Born liked all the ideas. She noted improving existing open spaces is just one way to fulfill the open space requirement of the MXD Infill Development open space requirement. Mr. Evans stated that the square footage for open space leveled the open space requirement for residential and commercial. There is flexibility for the residential requirement to use private open spaces. Ms. Born added that there are also provisions that allow for the opportunity to fulfill the open space requirement offsite. Mr. Evans stated that contributions to the Grand Junctional corridor could satisfy this requirement.

Mr. Ward emphasized that this is just the start of an open exchange. Mr. Zevin mentioned that the winning entry of the Open Space Competition, which occurred just about a year ago, incorporated the 6th Street Walkway Connector within a larger framework. Mr. Evans stated that discussions about the future of the Sixth Street Walkway affect decisions being made now, especially on the Ames Street project, so there is a need to get some feedback. Ms. Born noted that there is a fine line between the improvement of open space creation and expected property-owner stewardship of existing open spaces. Mr. Crawford suggested addressing operational challenges of getting people up to roof gardens. Mr. Evans noted that calm areas can be as beneficial as fully-programmed areas. Mr. Zevin stated that the east-west spaces are surprisingly quiet from traffic noise but there is the issue of fan noise. Mr. Zogg suggested artistic lighting and projection technologies and that unique art can also make a space iconic. It was noted that changing the programming can also keep a space active. Mr. Bator stated that a peaceful passive space without a fancy draw can be of significant value in a frantic stressful environment. Mr. Evans noted that water features can mitigate background noises. He stressed the importance of evaluating sound issues, especially as you move upwards vertically. Reflective spaces might not work if there are noise issues with generators from surrounding buildings. Ms. Born added to be mindful that noisy programming has an impact on the nearby offices and residents.

In response to Mr. Bator, Mr. Ward said that he would like to have another round of feedback from the public. The coUrbanize tool has been very helpful. BP will be looking more closely at the spaces and any restrictions and then come back with refinements due to any findings. Mr. Evans stated that the public process with respect to these spaces overlaps CDD's launch of a similar process. The CRA needs to build off the Open Space Competition concept of how the 3 or 4 parks connect as a system since the spaces that connect them are the spaces being discussed tonight. More conversations with the east Cambridge community will occur. Mr. Crawford noted that this is an opportunity for the CRA to provide a catalytic role to demonstrate proof of concept. Mr. Bator stressed the importance of doing things right over doing them quick.

In response to Ms. Bethany Stevens, all the areas outlined will be evaluated and prioritized together but tonight's presentation just focuses on one area. Mr. Evans clarified that in the zoning, there is a requirement for 100,000 square feet of public open space with public ownership. There is an additional layer of 15% of the developable area to remain as open space. The requirement for 8 square feet of open space for every 100 square feet of development is where there's flexibility for opportunities for offsite open space, reprogramming of open space or making contributions to open space. Beyond these square footage calculations, there is also a requirement to show that the open space is qualitatively good open space for the area. Ms. Born assured that there will be lots of public process with the CRA and with the Planning Board. Mr. Zevin reiterated that the CRA cannot manufacture new open space, except for potential roof-top spaces. In response to Mr.

Hawkinson, this BP/Sasaki presentation simply offers examples of program and uses of space, not design.

3. 88 Ames Street Update

Mr. Evans explained that there will be technical pieces to discuss over the next few months but that Mr. David Steward from Boston Properties will provide an update.

Mr. Steward noted that he is back on the project after a year. He explained that BP got a full building permit at the end of February. Previous to that, some utility relocation in the street took place. BP purchased square footage on Ames Street to prepare the site for the building. The intent is to take down parts of the garage in April. The demo will happen this summer and they will start the foundation elements. The loading dock will temporarily be in Pioneer Way. The goal is to open in March 2018, but a phased opening is being discussed. Mr. Steward was unable to answer the Board's concerns about any changes. The construction documents were just made available so Mr. Chuck Redmon and Mr. Zevin can now look at the design documents. There will be a mockup on site sometime in June. Mr. Steward was not sure if there were any retail interest as of yet. In response to Ms. Born, Mr. Steward stated that a ground breaking event will occur and that invitations will go out to a broad audience.

Mr. Evans added that there are streetscape conversations occurring now with the City to resolve issues with the intersections of the cycle track. The decision will affect how the Sixth Street Walkway/Connector ties into the project. There was a long discussion about bicycle, pedestrian and traffic flow and control signaling.

5. Report: Monthly Staff Report to the Board

The CRA received over 70 applicants for the Project Manager job posting and staff are currently in the process of phone screenings. Construction work on the Grand Junction has resumed and staff is discussing an RFP process to find an entity to maintain it. In the meantime, staff proposes that the short-term need for mowing the lawn on the Porkchop be fulfilled by extending the existing contract with Greenscape Landscaping. The budget with Greenscape hasn't been reached since their maintenance workload was cut when construction started on the Grand Junction area. Staff continues to work with Richard Viscay on bookkeeping issues. Through Telos Analysis, an organization which connects professionals who want to volunteer their time and expertise with nonprofits, Stephen Lee, a senior compensation analyst will be reviewing the CRA personnel policy.

Urban design elements of the Infill Development Concept Plan will be discussed over the next few months including real estate transaction concepts that BP is developing, open space frameworks, and then actual building layouts to come. Mr. Steward will continue to update the Board with Ames Street developments. In addition to the wayfinding kiosks, other branding elements will be coming to the Board such as melding the historic Cambridge Center branding with the Kendall Square branding. There was a discussion about building addresses using Kendall Square in their street name but not necessarily located in Kendall Square. Mr. Evans agreed that name repetition is an issue to examine.

Mattuchio Construction restarted work on the Grand Junction this week. The trees have been selected and will be delivered with soil next week. Honey locust, river birch, lindens, bayberries and dogwoods are among the tree types selected. Halvorsen Design is doing the oversight. According to the schedule, the work should be done by late April – early May. Once the grass has

been established per the agreement, the CRA would take control of the site which might be sometime around Memorial Day. The irrigation situation evolved during the course of construction. The City arborist said that the FST design would have destroyed the trees. Alternative designs were pricey and their efforts prohibitive. Since the landscaping plan includes trees that are designed for low water needs, the decision was made to provide a hose spigot on the backside of the drinking fountain for manual watering. Mattuchio will water the trees initially. Once the CRA takes control of the site, its new landscape maintenance contractor will take over watering as needed. Mattuchio's workmanship and plantings have a one-year warranty. A discussion about tree warranties occurred. Plans for a ribbon cutting grand opening event for the park are being discussed. Ms. Born said that Councillor Tim Toomey be included. Mr. Evans added that MIT will also be involved in the opening event. Mr. Evans explained that the Grand Junction railroad runs the whole corridor of east Cambridge through MIT. The park section that's being discussed runs along Galileo Galilei Way between Broadway and Main Street, and more prominently, sits kitty-corner from the Sean Collier memorial sculpture at MIT. Mr. Zogg said that the words "Grand Junction" will be engraved on large stones placed at the Main Street corner. The engraving will take place under a tent to contain dust.

Mr. Evans stated that Foundry RFP submittals are due on April 27. An addendum containing answers to the questions at the March bidder information session as well as any emailed questions will be issued to the teams and posted on the CRA website within the next week. Since the RFQ, more inquiries have been received from non-profits interested in the project. There were initially three letters of interest from potential tenants but due to this renewed interest, the opportunity to provide a letter was reopened. The CRA passes these onto the teams while urging direct conversations with the developer teams.

With respect to the EcoDistrict, two projects are being investigated. The first project focuses on bicycle parking in Kendall Square. Mr. Evans explained that Cambridge has very aggressive bike parking requirements. When space is tight, meeting those requirements is challenging. For example, 800 spaces are required from the north parcel development as envisioned. Ames Street is building a 3-story bike garage which is expensive. A high density bicycle parking design competition conducted with the MIT Climate Lab received 16 submittals. The second project is a district energy study which, to date, has collected data to find a district-wide solution to the high energy needs, both thermal and electrical, rather than on a property-by-property basis. The Veolia steam system is a district energy system in the area but the question is demand with respect to future development in the area. The result of these projects will affect the decision for future EcoDistrict governance.

Newport Construction has begun working on Main Street again. They expect to have the paving and most of the heavy work done in May with a completion date around the end of June. When they are off the sidewalks, the CRA can begin work on Point Park. Boston Property has a maintenance agreement to keep the park as is, but slight modifications to improve the park seem worthwhile to CRA staff. A short-term design is being evaluated. In tandem to this, the City has a contract for a longer term (around 10-years) improvement design for Point Park with Stoss Landscape. This will be a public process but these design ideas are not being taken to construction drawings. The CRA hopes to have Point Park construction done by the fall of 2016. Mr. Crawford suggested looking at a charrette which possibly included Point Park done by the Charles River Watershed Association and someone at MIT a few years ago, before the Sloan School renovation project. Mr. Evans added that the condition at Point Park is at a hazardous level and waiting to improve the park is not an option. At the same time, it is expensive to repave and reset bricks so BP doesn't want to invest in work that will be redone. Mr. Evans is not convinced that the community wants Point Park to be fully redesigned from scratch as intended by

the City. People like the landmark sculpture as well as trees remaining on Main Street. Ms. Born sees similarities to when the CRA Board contemplated a short-term versus long-term solution for the Grand Junction path. Ms. Born would like the result to be a proud accomplishment for the CRA. Mr. Evans agreed. BP is funding the improvements but CRA funding might be needed for some additions, like moveable furniture. Mr. Evans restated that redoing Point Park from scratch would involve a major undertaking and shouldn't be taken lightly. Boston Properties and the CRA own Point Park. The City owns portions of the sidewalk on Broadway. Ms. Born would like to restore the park to its former condition. Mr. Evans stated that the CRA has asked BP to provide a spec for a steam generator to create steam for the site. The issue of steam continues to be complicated. MITIMCO is discussing whether either side of Broadway will be steam served which might provide an opportunity for a steam connection through Third Street. From a regulatory standpoint, it is unclear if MIT can not function as a utility and serve commercial purposes. The economic and ecological issues to generate steam versus the sculptural integrity need to be considered. Ms. Born wondered if BP could fund this as a component of the Infill Development open space contribution. Mr. Bator suggested that a contribution might be part of the later phases of park development from Stoss. Mr. Zogg added that Boston Properties would like to spend its money for restoration in 2016. Mr. Evans added that BP has been holding Point Park capital improvement money since the Main Street construction project started in 2014. Mr. Evans envisions coming to the Board with a plan within the next two months.

In response to Mr. Bator, Mr. Zogg stated that the Forward Fund received six capital grant and ten planning/design proposals. The selection committee is meeting on Friday, March 25, to discuss the projects and would announce winners in April. Most of the capital grants were from nonprofits requesting money for infrastructure improvements. There were more applications for planning & design grants than last year as people might be getting the concept that they could apply for a planning and design grant one year and then apply for a design grant next year. There were new people and a few repeats from last year. Some entities from last year became fiscal sponsors to other organizations. In response to Mr. Zevin, final documentation from 2015 winners is still expected from EMW Bookstore, the Community Arts Center, and the Little Free Libraries before final funds are released to these organizations.

Mr. Evans stated that the KSA would like to use the design of the wayfinding kiosks to create little free libraries around Kendall Square as temporary installations. The CRA is contemplating the placement of some of these, possibly one on the Parcel 6 site. The design work and manufacturing of the kits are being done pro-bono. The Kendall Cleanup Day is being replaced by an "assemble-a-library-kit" day. There was a discussion about the possible presence of inappropriate materials.

Mr. Zogg continued with the update on the Forward Fund. He stated that there was a total of \$105,000 in requests and that the applications were more complete than last year. He added that the applications were from many different Cambridge neighborhoods. In contrast to last year, many of the projects could be funded in full with a grant as opposed to the grant being only a portion of a larger project. Mr. Zogg assured Mr. Bator that if there weren't enough money to fund a wonderful project, Mr. Zogg would come back to the Board in April requesting more money.

The motion to file the report was seconded and unanimously approved to be placed on file.

6. Report: Monthly Financial Update

The CRA has received the remaining portion of the MIT funding for the Grand Junction. A check from Ames Street is expected shortly. The amount depends on the final retail square footage which

depends on whether a tenant can be found for the second floor. Mr. Evans expects the amount of retail space to be about 8,000 square feet.

Most of the insurance expenses have been paid up-front. Depending on the developer selected for the Foundry, the premium might be affected if a bridge policy for the Foundry is needed for environmental liability insurance. The entire rental for offsite storage space was also paid in advance to take advantage of a free month. The other expenses are tracking on target for a two month period. Legal expenses prove more difficult to predict. At some point, the budget will reflect the \$2 million Foundry commitment.

The motion to place the financial report on file was moved, seconded and unanimously approved.

7. Update: Third and Binney – KSURP Parcel Six - Food Truck RFP

Mr. Zogg stated that an RFP for food trucks was distributed and posted on the CRA website around March 1. The RFP kept many details open-ended, such as number of days/week, fee structure, etc. A requirement was to be present during lunchtime hours. There haven't been any submissions yet. The deadline is March 29. The Rose Kennedy Food Truck manager sent Mr. Zogg a food truck list which includes many trucks that are already licensed to operate in Cambridge. For the actual parcel design, Mr. Zogg will be working with architects on a charrette next week to develop a workable plan. As part of the agreement to use the site during the Main Street project, Newport Construction agreed to hardscape the parcel and set the granite. In response to Mr. Zogg, Ms. Born said that the Board could consider allocating CRA money. Mr. Crawford suggested that sponsorships from nearby companies and developers be explored. Mr. Zogg noted that any past issues with having food trucks at this site were resolved with the License Commission, CDD and ISD over the summer. He added that he is discussing the project with the three nearby restaurants. Ms. Born started a discussion regarding the allure of the parcel during summertime weekend evenings, especially if there were low key lighting, the ability for people to bring their own chairs, maybe having a food truck or other food sources, musical performances, etc. The implications of allowing alcohol consumption on the site were also discussed.

In response to Mr. Zevin, Mr. Evans explained that the light pole on the parcel is still above ground because it hasn't been developed yet so there's no requirement to place the utilities underground. This corner parcel, and pole, will be affected by the Volpe zoning.

The Board was pleased with the Food Truck RFP.

8. Discussion: KSURP Implementation and Community Engagement Planning

Mr. Evans stated that since the Strategic Plan, the CRA has tried many ways to get public input including workshops, public forums, the coUrbanize site, a messaging poster campaign, board meetings, etc. Staff has been discussing new outreach methods for the CRA planning with and without Boston Properties on Kendall Square items. He noted that the City is undergoing a large public feedback campaign for its master planning and that City park planning is also looking for public feedback. Staff has encouraged Boston Properties to do outreach for its open space planning which was evident in their presentation tonight. They are also sponsoring the couUrbanize website.

Mr. Evans stated CRA social media presence needs to be addressed. Looking at the data presented in the report, he noted that all levels and types of engagement are important but it's hard

to say which would have the most effect. Mr. Evans solicited the Board's opinions on outreach methods.

Ms. Drury was slightly disappointed that only a few members of the public came tonight to hear the open BP presentation and suggested personal invitations. Ms. Carole Bellew said that BP agreed to come to an East Cambridge Planning Team meeting. Mr. Crawford added that BP's relationship with Sasaki should improve their public outreach process. Mr. Evans explained that the current focus is Kendall wide but doesn't want to intrude on the citywide planning efforts being done by the City.

In response to Ms. Born, Mr. Evans explained that the CRA is facilitating as well as regulating the process with regards to the Infill Development Concept Plan (IDCP) permitting process. The CRA needs to make sure that the ideas and proposals reach the public and the City. Mr. Zevin stated that the CRA has a big responsibility to regulate the design since it owns the zoning that enabled the IDCP. Ms. Born wants the CRA to be clear that it is not the entity seeking the permit. Mr. Evans added that if the CRA felt strongly towards a certain project, it would help the project find its way to a permit. The CRA will regulate through the Kendall Square Urban Renewal Plan. In response to Mr. Crawford, Mr. Evans stated that, via the zoning, there will be at least one joint meeting with the Planning Board which is a public forum. However, Mr. Evans would like to present subsets of a packet before the entire packet goes to that joint forum. Smaller packets would be easier to comprehend and discuss. Ms. Born mentioned that new Planning Board rules, expected to be adopted, state that a community engagement plan must be presented to the Planning Board before the project can be brought to the Planning Board.

Mr. Zevin said that of the items on list, he feels that newspapers and the poster campaign might be the best ways to expose people to a major project. Although not mandated, Mr. Evans stressed the importance for the CRA to promote the opportunity for input. Mr. Zevin wondered how to regulate on items when it's unclear what the public wants. Mr. Shore suggested enhancing the agenda with captivating titles to elicit participation. Mr. Zogg added that good marketing can enhance participation. Beyond the legal requirement of public notice, Mr. Bator feels that motivated and interested people will come on their own regards but that if the Board is truly undecided about a design decision, a special meeting should be held and significant public attendance should be sought.

Mr. Hawkinson stated that 99% of the public input on open space will come from the East Cambridge Planning Team membership so outreach to them seems sufficient. Mr. Evans suggested contacting the East Cambridge Kendall Square Open Space (ECKOS) committee although he wasn't sure if they still convened as a group. Mr. Crawford replied that a membership list exists so the CRA could approach them individually, depending on staff capacity. Mr. Evans agreed with Mr. Zogg about having a general informational event before a building design decision needs to be made. Mr. Zogg suggested splitting our contingency groups into smaller focus groups and meeting them at times that are convenient for them such as after work for residents or during lunchtime (with lunch included) for businesses.

Ms. Born and Mr. Bator made it very clear that the Board wants to remain distinct from Boston Properties. Presenting at meetings together with BP about their open space fulfillment towards the IDCP or other topics should not be the CRA's role. The roles of BP and the CRA are different and although we might agree with them on certain ideas, it's important that the public understand the distinction. Mr. Evans said that depending on the project, it might be difficult to separate. Staff is actively working with BP to drive public policy components with regards to transportation, subsidized innovation office space, retail space, etc.

Mr. Zogg agreed with Mr. Zevin and said that staff will make efforts to avoid the situation when someone from the public says “We didn’t know about that.” Mr. Evans added that the CRA is an urban renewal plan steward and the Implementation Plan is a list of things we are doing and tracking and people should know.

Adjournment

A motion to adjourn the regular Board meeting was made, seconded and approved. The meeting adjourned at 9:04 p.m.

From: Chad Clark cclark@rosellclark.com
Subject: OPEB Trust Status
Date: April 8, 2016 at 3:06 PM
To: Tom Evans tevans@cambridgeredevelopment.org
Cc: eshore@cambridgeredevelopment.org

Hi Tom,

In reference to our phone conversation yesterday, I am following up with you on our thoughts as to what we would suggest the best course of action to be relative to the funding options for the OPEB liability.

As I had mentioned, back in mid-2013, Gov. Deval's administration had established a committee of state and municipal representatives to look at retiree benefits and was looking to make sweeping changes to the retiree benefits across the Commonwealth. At the time, I was chairing the MA Society of CPA's Government Auditing and Accounting Committee, and many of us within governmental auditing firms had identified that the existing OPEB Trust language was a bit unclear as it related to GASB compliant areas for a few different reasons, so we had encouraged this retiree benefits committee to make certain changes to the OPEB Trust law under MGL Chapt. 32B s.20 – which they concurred with and submitted to the State Legislature. For whatever political reasons, apparently these changes that we thought would get made to the OPEB Trust law to clarify things never made it out of legislative sub-committee that year and then the next year was a major election year, and no one picked up the torch of pension reform to see it through.

Jump forward a couple of years now, and Gov. Baker's administration has championed what is more commonly known as the Municipal Modernization Bill (HD #4330-15). Within this bill, the Department of Revenue was able to take those changes that were being suggested to the OPEB Trust law and request that they now get made. I have researched and inquired with the MA Municipal Association and the Director of Local Services for the DOR and both have indicated to that the bill was broken up into 5 sub-parts and presented to 5 legislative sub-committees who have all voted them out of committee for the overall Legislature to vote on. As it now stands, Gov. Baker's Office is trying to get these 5 parts to be re-combined for a single vote in front of Legislature; and there is a strong belief that such a vote will take place by the end of July 2016 before Legislature goes on break. If the bill is passed, it is immediately active; and it will specifically allow for entities like the CRA to vote and establish an OPEB Trust Fund under MGL Chapt. 32B s.20. It is my understanding that the original wording deficiency was an oversight, and DOR believes that the OPEB Trust law was never meant to exclude an entity like the CRA.

Therefore, my strong suggestion to the CRA Board is wait the roughly 100 days or so until Legislature is anticipated to act on the bill. Given the multitude of financial benefits to municipalities that are included in the overall bill, I would find it most unlikely that the bill would get voted down – but admittedly it is a political area where anything can happen until it does. Gov. Baker's Office is hoping that the 5 sub-parts will be re-combined because if left broken up, the pieces can then be voted piecemeal by the Legislature so that certain parts might be approved and others not get approved (for whatever reasons). Wait the 100 days for hopefully a positive vote by Legislature; the Board can then freely vote to adopt the OPEB Trust Fund under MGL Chapt. 32B s.20 without any restrictions, and it will still be within the same present fiscal year.

If the CRA Board feels it is a necessity to be as pro-active on this issue as possible and waiting the 100

days to take any sort of action is not desired, it might be possible (check with your attorney because this would be a legal question not an accounting question) for the Board to vote to adopt MGL Chapt. 32B s.20 now - with the caveat that the vote will only become formally enacted, upon the Legislature approving the applicable sections of the Municipal Modernization Bill that allows for the inclusion of the CRA as a valid entity under the law. In short, that would mean that the CRA's OPEB Trust Fund would be established and usable at the time the Legislature voted affirmatively. But I'm not sure that this really does much for the CRA (and probably isn't worth the effort), as the Board could probably plan now to vote to adopt the OPEB Trust Fund at their August 2016 meeting anyway.

If for some reason the bill were to be voted down in Legislature, that would not be the end of options for the CRA. The second option would be for the CRA to create its own OPEB Trust Plan specifically for itself, but would then have to request someone such as the Cambridge area legislators to get it voted and approved by the Legislature (which many local municipal based entities do for a variety reasons each year). This is actually how the first few OPEB Trust Plans were created in the Commonwealth years ago, prior to Chapt. 32B s.20 establishing a state-wide OPEB Trust Fund. Obviously, this is not the most desired option due to the cost of creating the plan in-house and then having to wait for the Legislature to approve it, but it would ultimately allow for the CRA to have an OPEB Trust. The moral of the story being that it really is not a matter of "if" the CRA can have an OPEB Trust Fund but "when" and under what legislative act.

We feel it is likely that Legislature will fix the oversight this July and then the CRA can create its OPEB Trust Fund this summer, so continuing to spend the next few months getting the trust fund planned out, figuring out how much will be funded in 2016, and selecting an investment advisor into which the funds will be deposited and held would seem like logical preparation activities leading up to the Legislative vote.

Chad

Chad Clark, CPA, MS - Partner
Roselli, Clark & Associates, CPAs
500 West Cummings Park, Suite 4900
Woburn, Massachusetts 01801
Telephone: (617) 645-8599

This communication and any attachments are intended solely for the addressee and is confidential. Unless indicated to the contrary, it does not constitute professional advice or opinions for which reliance may be made by the addressee or any other party. If you are not the intended recipient, any disclosure, copying, printing, or distribution of this information is prohibited and may be unlawful. If you received this message in error, please advise the sender by e-mail and delete this message.

IRS Circular 230 Notice – In compliance with IRS requirements, we inform you that any U.S. tax advice contained in this communication is not intended or written to be used, and cannot be used for the purpose of avoiding tax penalties or in connection with marketing or promotional materials.

February 12, 2016

Richard C. Rossi, City Manager
Cambridge City Hall
795 Massachusetts Ave
Cambridge, MA 02139

Dear Mr. Rossi,

I am writing to you to recommend the reappointment of Conrad Crawford to the Cambridge Redevelopment Authority (CRA) Board for a new five-year term. His initial four-year term is set to expire on April 12, 2016. Mr. Crawford is raising two young children in East Cambridge and has been an active participant in planning and development issues in the area for years; serving on the K2 Committee and the East Cambridge Kendall Square Open Space Committee along with his service on the CRA Board. Mr. Crawford's experience working at the Department of Conservation and Recreation, including facilitating the land transactions for the Lynch Family Skate Park at North Point, has made him a well informed advisor to the CRA on open space and public realm issues. Mr. Crawford previously worked in a small company at CIC and served on the City's Kendall Square Advisory Committee, which provided him with direct experience within the innovation economy of Kendall Square.

As you know, the five-member CRA Board has guided the CRA through an extremely dynamic, and at times, difficult period of the organization's history. The four members of the Board appointed by Robert Healy in 2012, reconstituted the CRA Board after two and one half years of inactivity. Those appointments were initially established as staggered terms, with the expectation that new five-year terms would, thereafter, be put into place for each member. The current Board membership works very well together and has made an incredible commitment to being a transparent public board that provides careful oversight, strategic policy setting, and thoughtful project review of the CRA's activities.

Mr. Crawford, in particular, has been an outspoken advocate for ongoing efforts to further enhance the CRA's public engagement efforts. He has guided the CRA's efforts to ensure that projects such as the Foundry or the Kendall Square Urban Renewal Plan bring about workforce development opportunities for members of the Cambridge community. As the Board's Assistant Treasurer, Mr. Crawford has worked to oversee the daily operations of office finances. His thoughtful insight into long-term financial planning for the organization has helped positioned the CRA to make future strategic, impactful investments to the Cambridge community.

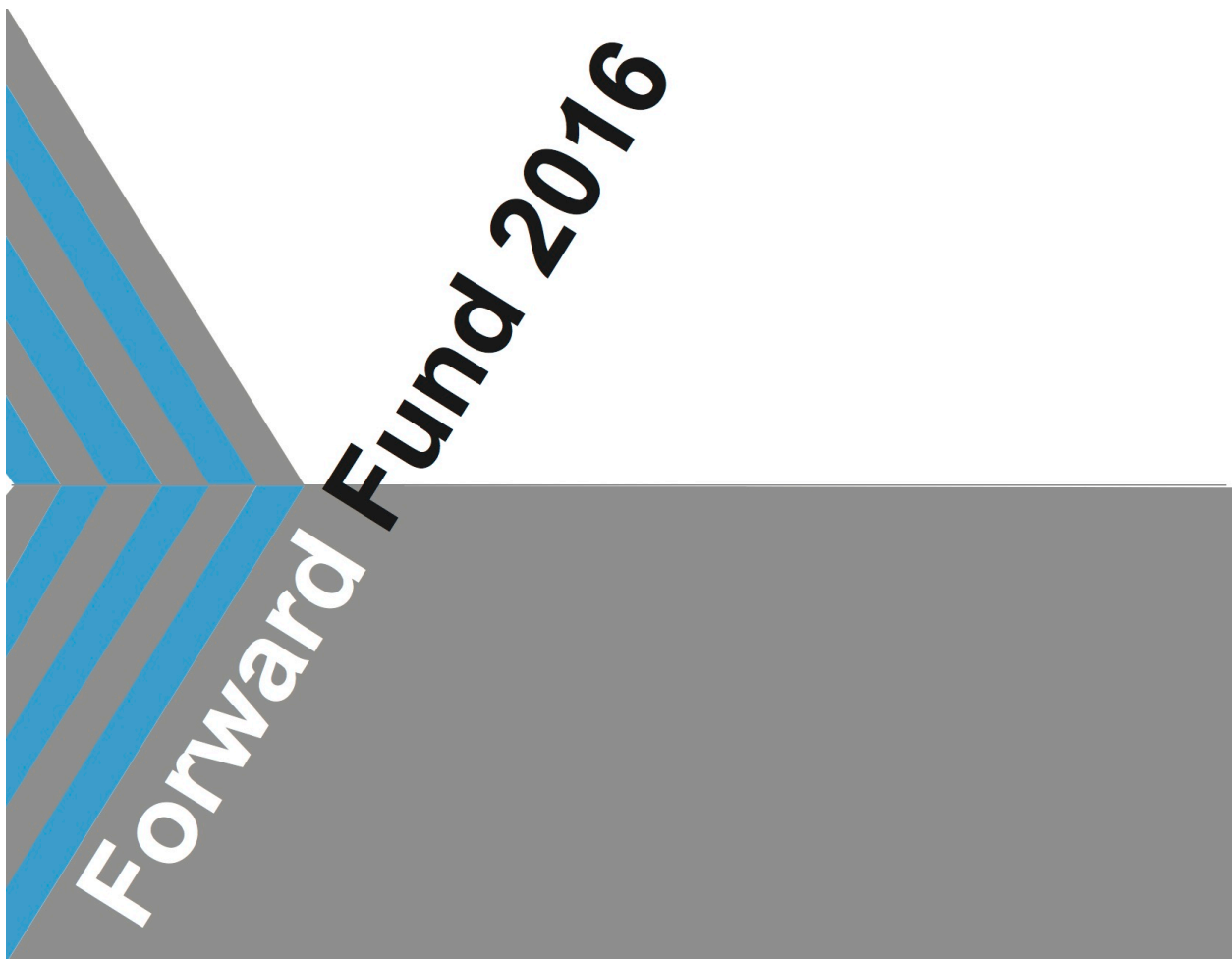
Please feel free to contact Kathleen Born, the Board Chair, or me, should you have any questions regarding Mr. Crawford's appointment or the current work of the CRA.

Sincerely,



Thomas L. Evans
Executive Director
Cambridge Redevelopment Authority

Cc: Kathleen Born, Chair, Cambridge Redevelopment Authority



FORWARD FUND

Final Selections Award Summary

Forward Fund Overview

Purpose And Goals

The Cambridge Redevelopment Authority's Forward Fund (the Fund) is a micro-grant program intended to reinvest development funds generated in the Kendall Square Urban Renewal Area to fund pilot projects by non-profit organizations, community groups, and small businesses across the City of Cambridge. The Fund supports specific physical improvement projects that better Cambridge's built environment for the benefit of all the city's residents, workers, and visitors.

The Fund's goals are to:

- Advance the CRA's mission to implement creative initiatives that promote social equity and a balanced economic system.
- Support innovative proposals that craft resourceful projects to take advantage of local knowledge in order to maximize potential benefits.
- Offer awards to a diverse set of entities whose proposals are both feasible and supportive of economic vitality, livability, and sustainability in Cambridge.

Available Funding

The CRA was authorized to distribute up to \$80,000 for 2016. The CRA reserves the right to allocate funding flexibly depending on the quality of applications received.

Three Award Types

Applicants may apply for one of three award types. The award categories are:

- *Planning & Design grants:* Awards of up to a maximum of \$5,000 offered to applicants aiming to assess/study the feasibility of a specific proposed physical intervention project. Planning & Design grants are paid at the time of award. Funds are not to be used for programming, only for the development of ideas for a specific physical improvement project. Funds in this category are not required to be matched by a third party. Awardees of Planning & Design grants may apply for Capital Grants to implement their project the following calendar year.
- *Innovation/Experimentation Capital grants:* Awards of up to a maximum of \$10,000 offered to applicants piloting innovative specific civic improvement projects and creative physical interventions in the public realm. This grant targets projects that encourage, enable, or execute a physical innovation, "avant garde" placemaking, or tactical urbanism in public and civic space, whether publically or privately owned. This type of grant is intended to tap into Cambridge's inherent ingenuity and entrepreneurial spirit, and express that physically in the urban landscape.

Innovation Capital Grants require a 1:1 organizational match - which could include another outside funding source or in-kind/volunteer matching resource¹. Innovation Capital Grants are to be paid 50% at the time of award, and 50% at the completion of the project. Funds are to be primarily for specific physical improvements, but up to 5% may be used for associated programming.

- *Infrastructure Capital grants:* Awards of up to a maximum of \$10,000 offered to applicants seeking to fund a physical improvement project that serves a civic or neighborhood need regardless of innovativeness. This may include a neighborhood project in the public right of way, or it may be an infrastructure project for a non-profit or a Cambridge-based independent small business with a civic mission that touches a significant amount of the population. Projects involving private property will need to specifically demonstrate the “publicness” or civic value of the investment. If the proposal is for the grant to be part of a much larger project, it will need to demonstrate that the CRA investment is filling a substantial and critically necessary gap in the viability of that project and show specifically how that money will be used.

Infrastructure Capital Grants require a 1:1 organizational match - which could include another outside funding source or in-kind/volunteer matching resource¹. Infrastructure Capital Grants are to be paid 50% at the time of award, and 50% at the completion of the project. Funds are to be primarily for specific physical improvements, but up to 5% may be used for associated programming.

Eligibility Criteria

Projects must meet all of the following yes/no criteria in order to be eligible:

1. Located within Cambridge and either fully publically accessible on public or private property, or is part of an institution with a civic/social/neighborhood mission that is open to and serves the community in the broadest possible sense.
2. Achieves a physical improvement that does not require any additional ongoing funding from the CRA or the City to operate or maintain. Funds are not to be used for programming, only physical improvements (except in the case of capital grants which allow up to 5% to be used for associated programming).
3. Request does not exceed award maximums.
4. Applicant is a nonprofit organization (501c3), an organization that has an agreement with a (501c3) fiscal sponsor, or is an independent small business.² No public sector applicants are allowed. All projects must be based in Cambridge and demonstrate a tangible benefit to Cambridge citizens. Only projects that demonstrate a direct value to the City of Cambridge and

¹ For example, due to the required 1:1 match if the ask is \$10k, the total project value is expected to be \$20,000 and above, if the ask is \$7k, the total project value is expected to be \$14k and above, etc. In-kind matches such as pro-bono work by an architecture firm for example must have a letter that specifies a statement of value of those in-kind matching services.

² If an organization is *not* a 501c3 it must have an agreement with a 501c3 fiscal sponsor that will act as the fiduciary for the purposes of disbursing CRA funds

its population will be considered for funding. Individual artists, artist groups, civic organizations, and community organizations are all eligible to apply for funds.

5. The applicant must have control over proposed installation site, or have a letter of support from the property owner.

Evaluation Criteria

Project proposals will be evaluated and scored based on the following criteria by an advisory group to consist of a combination of CRA staff and City of Cambridge staff from various departments:

Project Related Scoring Criteria:

1. Alignment with the purpose and goals of the Fund and the CRA mission and operating principles
2. Increase the quality of the built environment / public realm, tackle a public need, or provide an amenity
3. Demonstrates a tangible public benefit in an under-resourced area of Cambridge designated by the City of Cambridge [Neighborhood Revitalization Strategy Areas](#)³
4. Alignment with and support of current Cambridge planning and development efforts⁴
5. Level of public access and visibility of the project

Applicant Related Scoring Criteria:

1. Demonstrated capacity of applicant to successfully implement the project
2. Realistic financial feasibility of the project
3. Financial need of applicant

The CRA reserves the right to apply additional evaluation criteria before accepting projects.

Governance Structure

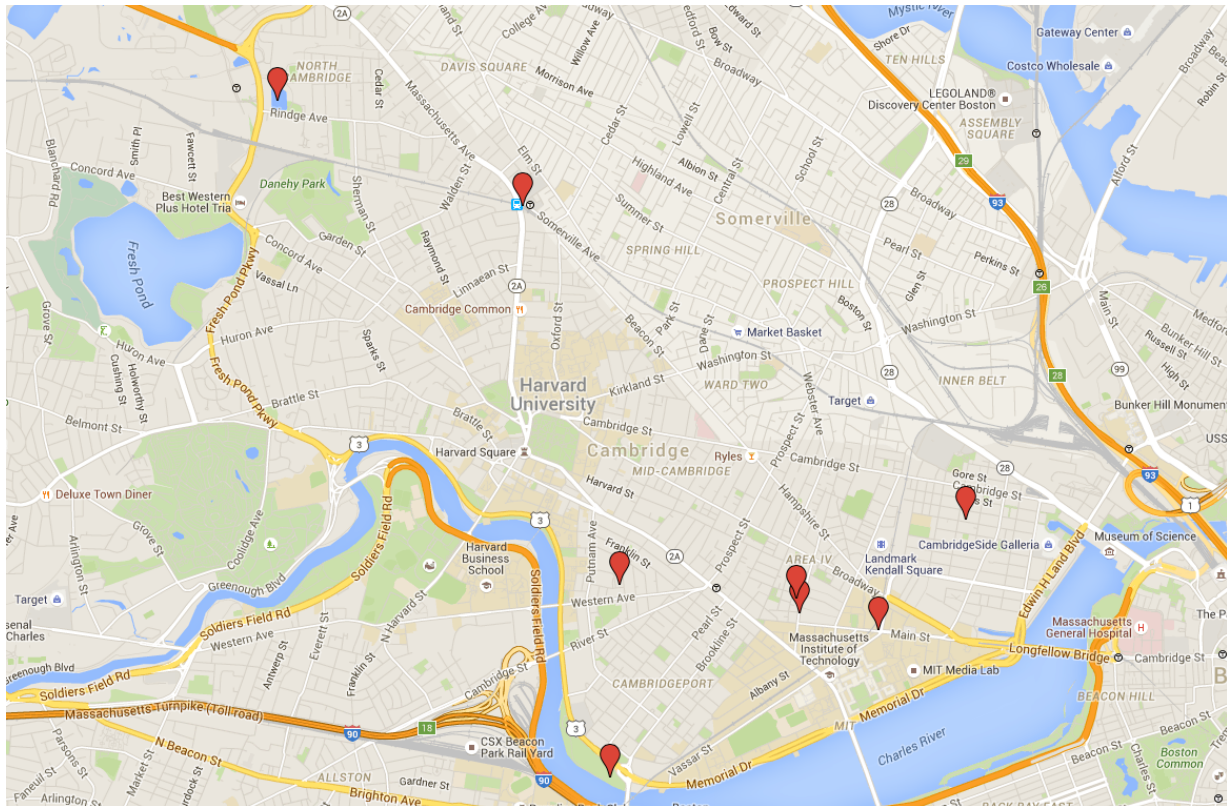
A CRA staff member responsible for receiving applications and responding to questions regarding the application process managed the Forward Fund on a day-to-day basis. An advisory group consisting of CRA and City of Cambridge staff from various departments was appointed to evaluate proposals and recommend selections. The 2016 advisory group consists of the following members:

- Pardis Saffari, Economic Development (Community Development Department)
- Gary Chan, Community Planning (Community Development Department)
- Jason Zogg, Cambridge Redevelopment Authority
- John Nardone, Department of Public Works
- Lillian Hsu, Cambridge Arts Council
- Kristen Fernandes, Inspectional Services Department
- Martha Tai, Cambridge Housing Authority
- Nancy Tauber, Kids Council (Human Services Department)
- Paul Ryder, Recreation (Human Services Department)

³ https://www.cambridgema.gov/~media/Files/CDD/Maps/NRS/cdbg_nrs_map_2015.pdf

⁴ Cambridge planning and redevelopment efforts can be found on the Community Development Department website under "Planning & Urban Design," "Transportation," "Climate & Energy," and "Parks & Playgrounds"
<http://www.cambridgema.gov/CDD.aspx>

Forward Fund Final Selections 2016



CAPITAL GRANTS (\$38,000)

1. Magazine Beach Public Boat Dock
Cambridgeport Neighborhood Assoc.
2. East End House Kitchen Renovation
East End House
3. MBTA Single Stream Recycling Kiosks
MassRecycle
4. High Density Bike Parking
(Innovation/Experimentation Grant)
Kendall Square EcoDistrict

PLANNING AND DESIGN GRANTS (\$20,000)

5. Cambridge Community Center Building
Modernization
Cambridge Community Center
6. HomePort Gateway Kiosk
Community Art Center
7. Russell Pathway Jerrys Pond Public Info
Kiosk
Jerrys Point Action Committee
8. Community Sign Engagement
The Port Café

Capital Grants

Magazine Beach Public Boat Dock

CAMBRIDGEPORT NEIGHBORHOOD ASSOCIATION

\$10,000

Non-Profit Organization 501(c)3
Catherine Zusy, *primary contact*

Project Location: Magazine Beach Park

Quoted from the Forward Fund Application Form:

“With Forward Fund monies and their match, we propose to build an ADA-accessible canoe/kayak launch at the end of the Cottage Farm Plant parking lot at Magazine Beach. This launch is a part of the larger Phase II Improvements Plan (by local design firm, Crosby Schlessinger Smallridge (CSS)) that is to be implemented in 2016, prior to overall park demolition and construction –which, we hope, will happen in 2017! (It is on DCR’s 5-Year Capital Plan.) Our goal is to reconnect Cantabrigians with the Charles through boating.

Since 2002 and their Master Plan of the Charles River Basin, DCR has wanted Magazine Beach to become a riverside “destination.” In 2010 Cambridge also featured it in their Riverfront Plan. Over the past five years, the Cambridgeport Neighborhood Association has generated tremendous support for park improvements. Our Magazine Beach list includes 778 supporters and magazinebeach.org has attracted almost 55,000 hits. Our exhibition, Magazine Beach–A Place Apart, is now on view at the State House, following display at Cambridge Arts and Cambridge City Hall.

As the only public canoe/kayak launch on the Charles River in Cambridge and Boston, outside of Community Rowing, this will be a great draw for small boat users. Up the river in Allston/Brighton, Charles River Canoe & Kayak (CRC&K) serves over 1,000 people daily at their rental facility. CRC&K General Manager Mark Jacobson says that he receives regular requests from visitors for a public launch.

The proposed boat launch will give public access to the Charles once again at Magazine Beach. In the early 1900s it was the favorite river swimming beach; in 2017, we hope it will become the favorite boat launch.”

GENERAL PROJECT SCHEDULE

Spring 2016	CNA will consult with river kayak and canoe users about a best design for an ADA-accessible boat launch
Summer 2016	CSS will complete the Phase II Plans
Late Summer Early Fall	DCR will bid out construction of the boat launch
December 2016	Project completed by the end of the calendar year

East End House Kitchen Renovation

EAST END HOUSE

\$10,000

Non-Profit Organization 501(c)3
Michael Delia, *primary contact*

Project Location: East End House, 105 Spring Street

Quoted from the Forward Fund Application Form:

“East End House seeks support from the Cambridge Redevelopment Authority to renovate the agency’s aging kitchen. Last updated over 20 years ago, East End House’s kitchen and outdated equipment limit the organization’s ability to prepare healthy meals for program participants. The Food Specialist faces many challenges due to the space when cooking breakfast, lunch, and a nutritious snack daily for 54 children in the Child Care Program and during school vacation months for the School Age and Middle School Programs. The agency also offers health and wellness classes to families and seniors in the community. An updated kitchen space would also be used to host cooking classes and nutrition education courses. In order to engage the community around food and provide students with healthy meals every day, East End House needs a more functional kitchen.

The proposed project will renovate the space and update appliances with working, efficient equipment that can support the scale of cooking that East End House requires. The agency has received \$50,000 from an additional funder to begin the renovation process. An additional \$10,000 will enable the agency to complete the renovation based on the cost estimate received from a licensed contractor. This renovation will enable the agency to expose youth to a broader, healthier menu thanks to new possibilities with upgraded equipment. Students will be able to participate in hands-on cooking projects, and parents and seniors will benefit from nutrition education and community meals. East End House will become a haven of healthy habits; a place where lasting health begins.”

GENERAL PROJECT SCHEDULE

June 2016	Obtain necessary building permits for construction
Week 1	Demolition, plumbing, electrical
Week 2	Deliver and install cabinets
Week 3	Deliver and install new countertops and tile backsplash
Week 4	Make repairs to heating and ventilation system
Week 5	Install new appliances
Week 6	Install new floor tiles, paint kitchen walls

MBTA Single Stream Recycling Kiosks

MASSRECYCLE

\$10,000

Non-Profit Organization 501(c)3
Jefferson Smith, *primary contact*

Project Location: Cambridge MBTA Red Line Stations

Quoted from the Forward Fund Application Form:

“MassRecycle would like to expand its already successful pilot program with the MBTA at Alewife Station to bring single-stream recycling bins to Cambridge’s Harvard and Central Square (or Porter) stations. These kiosks are 7-feet tall, built with 100 percent recycled materials and offer riders the space and information about recycling on the go. With the long-term goal of increasing recycling at all MBTA stations, these kiosks offer advertising space so that maintaining this program is not only cost-neutral, it will eventually help to bring in revenue for the MBTA to expand the service to stations system wide. The kiosk advertising space is a 39" X 32" poster placed above the bins.

While the recycling information below this poster is a permanent part of the kiosk, the advertising space is available for the MBTA to re-sell in order to keep the single-stream recycling program funded. MassRecycle would like to place these kiosks inside or outside of the T stations so that commuters have a place to recycle while boarding the bus or subway, or while passing by their local MBTA station. Please note the letters of support attached with this application from the MBTA to use its facilities for the placement of these kiosks, as well as from Harvard University as a Cambridge-based supporting institution.

These kiosks will allow individuals who live, work or visit Cambridge to reduce the amount of recyclables in the waste stream, decrease the carbon output of waste removal efforts, curb the presence of litter inside and outside of the MBTA stations, and help the MBTA and MassRecycle achieve a revenue generating program to expand this sustainable practice throughout the MBTA system. Central Square and Harvard Square stations see over 1 million riders per month and the amount of recyclable materials collected within these two catchment areas would be incredibly beneficial for waste reduction efforts, lower the overall tonnage of hauled materials and thereby reduce carbon emissions.”

GENERAL PROJECT SCHEDULE

April 2016	Finalize kiosk order (design?)
May and June 2016	Manufacture kiosks
July 2016	Shipment, installation
August 2016	Announcement
September - December 2016	Monitoring, on-site inspection and progress evaluation

High Density Bike Parking

KENDALL SQUARE ECODISTRICT

\$8,000

Community Organization
Kelley McGill, *primary contact*

Project Location: Kendall Square, exact location TBD

Quoted from the Forward Fund Application Form:

Objective

To increase the amount of bicycle parking in Kendall Square.

Goals

To encourage bicycling in the Kendall Square neighborhood and the City of Cambridge. To reduce single-occupancy vehicle (SOV) trips in Cambridge. To pilot innovative solutions that improve bicycle infrastructure in Kendall Square. To make both bicycle parking and the creation of effective bicycle parking more possible in Kendall Square.

Solution

To prototype and pilot a new, innovative, high-density bicycle parking design resulting from the Kendall Square EcoDistrict “Designing High Density Urban Bike Parking” Climate CoLab competition.

Project Outline

Kendall Square, like many urban areas with a mix of businesses, residents, and institutions, has a range of locations in need of more and better bike parking. Through the Climate CoLab competition, the EcoDistrict sought designs that are flexible enough to be used in different locations and to meet both short and long-term bike parking needs. Out of the competition, one design will be selected on April 22, 2016 that meets this need. In the spirit of innovation, the EcoDistrict seeks to bring the unique, winning design to the public in its horizontal and vertical forms. With the financial assistance of the CRA’s Forward Fund and in-kind labor and site(s) provided by members of the EcoDistrict and Linnean Solutions, the design will be prototyped and piloted in one or two publicly-accessible locations in Kendall Square.”

GENERAL PROJECT SCHEDULE

April - May	The EcoDistrict team will work with the designer to refine, test, and finalize the prototype designs.
May - July	Develop the horizontal and vertical prototypes in a local fabrication shop and test. Concurrently, establish pilot site(s) and seek permits.
July - August	Finalize the prototypes and secure permitting. Begin installation in the site(s).
August	Finalize the installations and open the parking prototypes for public use.
September	Survey bike parking users and record suggested improvements for future design iterations.

Planning & Design Grants

Cambridge Community Center Building Modernization

CAMBRIDGE COMMUNITY CENTER

\$5,000

Non-Profit Organization 501(c)3
Darrin Korte / Yerine Lee, *primary contacts*

Project Location: Location Cambridge Community Center, 5 Callender Street

Quoted from the Forward Fund Application Form:

“Our Building Modernization Project, comprised of three phases, aims to bring our 19th century building into the present. With the completion of Phase 1 in 2015, we began removing hazardous materials, increased fire safety, and renovated gross motor activity areas. We are now planning Phase 2, which will allow us to improve our facility and increase our capacity to serve our community. We will complete the removal of hazardous materials, install a new domestic hot water system, renovate exterior trim and siding, and create a new ADA-compliant front entryway. We will also focus on establishing an energy efficient building through new windows and doors, insulation and air infiltration prevention, and a new high efficiency heating system. During Phase 3, we will complete our master plan by improving the layout of the building, making all floors accessible by elevator, and renovating plumbing, bathrooms, and our kitchen.”

HomePort Gateway Kiosk

COMMUNITY ART CENTER

\$5,000

Non-Profit Organization 501(c)3
Eryn Johnson, *primary contact*

Project Location: Corner of Windsor and School Street

Quoted from the Forward Fund Application Form:

“The Home Port Gateway Kiosk is a sculptural and functional installation that will welcome people into the Port neighborhood, share information and gather data. The Gateway Kiosk will be located at the heart of the Port in a currently sparsely planted, and often trash-filled pocket-park at the corner of School and Windsor Streets. The Gateway Kiosk will be designed by community members in collaboration with our staff and a visiting lead artist/engineer. The idea for the Gateway Kiosk came through focus groups and community leader meetings held in winter 2015/2016.

The Gateway Kiosk will celebrate the recent name reclaiming of the neighborhood by featuring a new Port logo designed by local youth. It will include low-tech components such as a mosaic art work, a thank you board and space for flyer postings combined with high-tech components such as an interactive story listening station and sidewalk projections advertising upcoming neighborhood events. The Gateway Kiosk will be created as part of Home Port, a multi-year initiative that uses pop up events, photojournalism, public art, and story collection, to strengthen the Port community. Home Port asks that residents be directly involved in the formation and design of a neighborhood fashion brand, mobile art trailer and the community gateway kiosk. Home Port is guided by a group of neighborhood leaders, carried out by local youth and supported by a team of partners including the City of Cambridge, developers Alexandria Real Estate Equities and Boston Properties and grassroots neighborhood groups including the Port Café.

The Home Port Gateway Kiosk will beautify a currently neglected piece of City property and will bring recognition to a community that is fighting for visibility and voice. The stories shared and information communicated through the Gateway Kiosk will invite newcomers to know the Port neighborhood and will increase pride and civic engagement in longtime residents.”

Russell Pathway Jerry's Pond Public Info Kiosk

JERRY'S POINT ACTION COMMITTEE

\$5,000

Community Organization
Eric Grunebaum, *primary contact*
Earthos Institute, *501(c)3 Fiscal Agent*

Project Location: Russell Pathway between the Alewife MBTA headhouse and sports fields

Quoted from the Forward Fund Application Form:

"The Jerry's Pond environs has a rich history - both natural and human-made. From marshlands and swamps, to clay pits, chemical manufacturing, swimming hole, Red Line terminus and bicycle, car and pedestrian commuting route, there is much about Jerry's Pond and the surrounding area to understand, celebrate and perhaps learn cautionary lessons from.

Today, hundreds of residents from Cambridge and neighboring town pass through the area, understanding and learning little about the natural and human narratives - historical, contemporary and future possibilities. This initiative proposes to create a kiosk with graphics, photos, illustrations and text, which will reconnect us with these narratives. Understanding how the landscape has changed through time will help us better comprehend where we are today and perhaps consider where we might go in the future.

Inspired by the kiosk at the nearby constructed wetland (past the Alewife parking garage towards Belmont), the purpose of the Jerry's Pond Public Information Kiosk will be to inform and educate citizens about these histories, narratives and possibilities in a depth well beyond the rusting and tilted plaque which sits along the Russell pathway today.

The project team will host a series of public design workshops and conversations in the community, recruiting local high school students and college interns to assist. Earthos hosts interns from area colleges, training them in sustainable design practices. This project will enable Earthos to expand these internships to include area high schools students interested in design and place-making."

Community Sign Engagement

THE PORT CAFÉ

\$5,000

Community Organization
Romaine Waite, *primary contact*
Community Art Center, 501(c)3 Fiscal Agent

Project Location: Community Art Center

Quoted from the Forward Fund Application Form:

“There are two concepts we intend to explore for increasing building public engagement with The Port Cafe with a CRA planning grant:

- A mobile storage cart which functions as the home for 12-15 LED light projections which are placed around the neighborhood on the date of our pop up meal. The cart itself would function as an advertisement for The Port Cafe, as a physical manifestation - a welcoming 'gateway' to wherever the Port Cafe was being held. We would base this off of the design here: <https://youtu.be/TIf3F-KSZWE>
- The second idea is to work with other technical providers to plan the design 10-15 LED light projection signs. (Please see attached illustrations.) We imagine these as laser cut, opaque templates with messages on them*, through which light projected. The light would project The Port Cafe information onto a sidewalk or the side of a building the day of the event. (** See the Central Square theater sign, as an example) This unexpected 'message on a sidewalk' creates an element of surprise and delight. The LED holders with templates would be weatherproof, flexible, light material for portability, which would allow for their temporary, (locked) attachment to a fixed landscape element, such as a tree branch, a sign post or a fence. Their placement on such elements would be temporary.

The Port Cafe is uniquely dedicated to easing the isolating effects of gentrification in the neighborhood. We set up a safe and welcoming environment to make it possible for people of diverse wealth to break bread together. We are committed to modeling a radical hospitality; ie. no barriers between the people serving the food and the people eating the food. The Port Cafe works in synergy with other Port service providers and civic groups who share our vision for sustainable, inclusive community.

Our proposed project will:

- 1) Increase the number of people (both new and established residents) who can benefit from meeting one another to build 21st Century community.
- 2) Create impromptu, visually appealing invitations to gather together to bridge divides of class and race.”





Kendall Square

The Future Lives Here



MARRIOTT

BOSTON CAMBRIDGE



Kendall Square
The Future Lives Here

KENDALL SQUARE

WALKWAY TO BROADWAY REVISION 1

SKETCHES

4.7.16



selbert perkins design collaborative

5 Water Street, Arlington MA 02476

T 781.574.6605 | www.selbertperkins.com

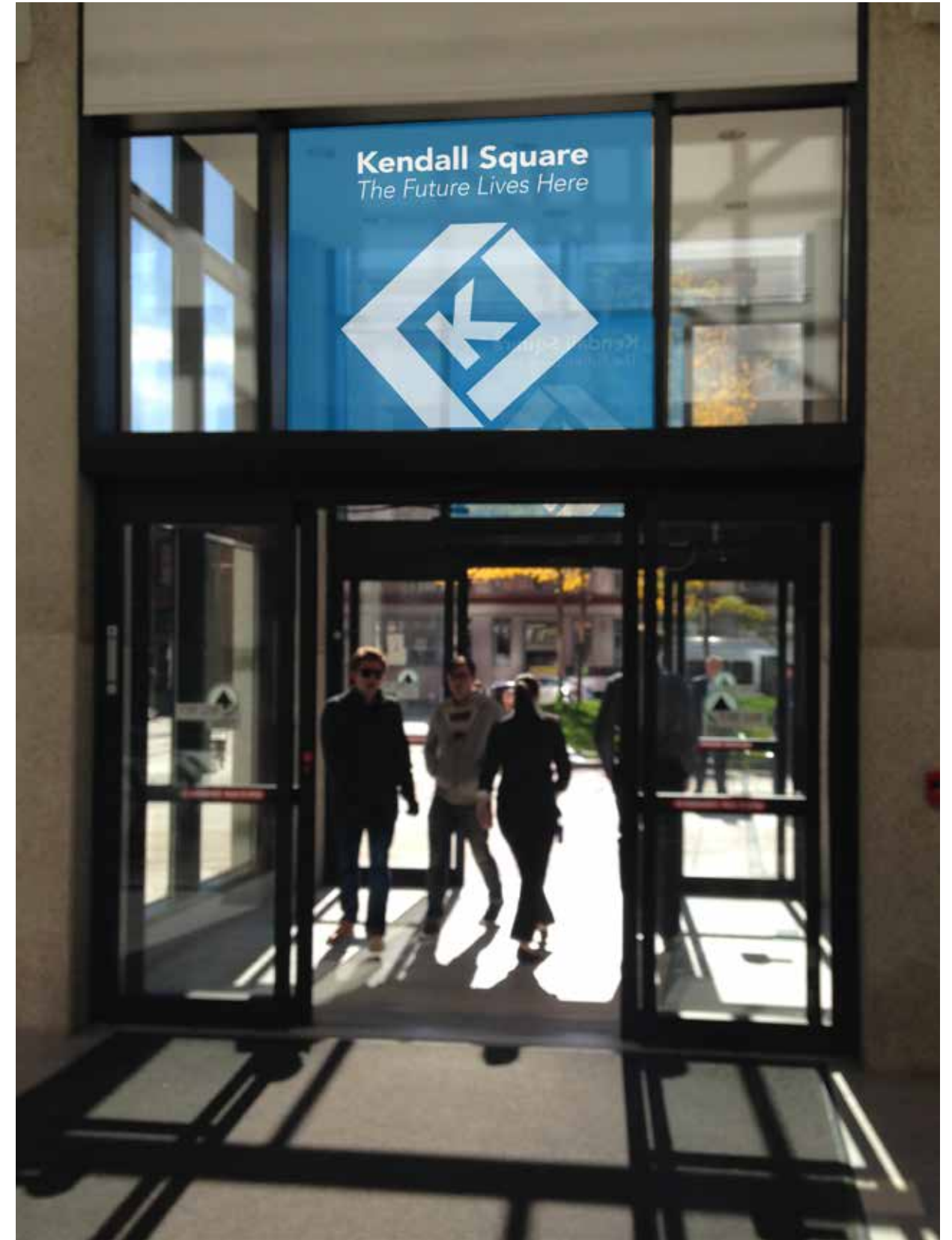
OPTION 1: Fuchsia



OPTION 2: Grey



OPTION 3: Blue



OPTION 4: Green



Charles Redmon, FAIA/Urban Design

DESIGN REVIEW NOTES: Ames Street Residences, Contract Document Set 3/11/16

Date: March 31, 2016

Specific Comments

I reviewed two volumes of drawings prepared by Stantek and its consultants for Boston Properties. They consisted of Volume 1, Site, Civil, Architectural and Structure and Volume 2, Fire Protection and MEP.

In general, I found the drawings to be very professional and complete and should be a very good construction set to build from; however, I have the following comments:

Sheet C-200 – Three issues:

- 1) The configuration of the two-way cycle path, specifically at the Broadway end shows a potentially dangerous situation because of the very narrow safety zone between the bike path and vehicular traffic lanes. This should be studied further. This situation at the Main Street end of Ames Street is better managed by an elevated island.
- 2) There are no drop-off or taxi positions opposite the Ames St. Residences entrance amidst the eight parking space indicated.
- 3) Should there a special paved or elevated zone marking the crossing of the bike lanes to access the Ames St Residences entrance?

Sheet L-202 – should there be a more positive marking of the Ames St. Residences entrance across the side walk/ Perhaps brick or stone?

Sheet A-402 – where is the mockup location?

Sheet A-419 – this sheet is missing and should show the elevations of the bike shed in Pioneer Way?

Sheet A-593 – scupper details for the parapet at levels 4 and 23 should project out from the face of the parapet to minimize staining over time; these locations should be shown on the elevations.

The overall massing and details of the elevations has been further refined and nicely articulates the vertical spirit of the project. This will be a handsome addition to Kendall Square.

There still exist several units with interior bedrooms, units: 4R, 4S and 3G and Type E.

Exterior lighting is not shown very descriptively; for example is there intended accent lighting for the round columns at street level and level 4? The architects should prepare a “night lighting” presentation board(s) illustrating the overall lighting concept for the project.

There are no signage drawings describing general building signage and other way finding signs. Also signage guidelines for retail signage should be developed.

Charles Redmon, FAIA/Urban Design

BP and its designers should provide material sample boards showing all exterior materials and façade mockups on site for all to see before final construction advances.

A handwritten signature in black ink, appearing to read "Charm", with a long horizontal flourish extending to the right.

Submitted by: Charles Redmon, FAIA, CR/UD
31 March 2016

Staff Report to the Board

April 11, 2016

Contracting, Personnel, and General Administration

The City Manager has recommended Conrad Crawford for reappointment to the CRA Board. This appointment must be confirmed by the City Council. The City Manager's letter went to the Council on Monday April 11th.

To provide oversight and maintain segregation of duties to the greatest extent possible given the organization's current size, staff has hired Richard Viscay to assist with financial controls including bank account reconciliations. After each quarter's end, a cash reconciliation form will be generated to validate the general ledger against statements from each bank and investment account held by the CRA, to be reviewed by the Executive Director and Treasurer.

Staff will be releasing an RFP for a landscape maintenance contractor to undertake enhanced maintenance of the Grand Junction Park and future improvements to Parcel Six. It is expected that this landscape contract will be initiated in June. Staff will begin drafting an RFP for records management assistance to help organize paper, digital and archived files and documents, on- and off-site.

Draft Forward Calendar

May 2016	June 2016
Infill Development Concept Plan	Personnel Policy Revisions
Point Park Designs	Point Park Designs
Transit Enhancement Program (KSTEP)	Kendall Square Implementation Plan
Foundry Update	Foundry Development Entity Selection

Staff is working to schedule a CRA Design Review Committee meeting for the end of the month to discuss the first draft of urban design massing for the Infill Development Concept Plan.

Projects and Initiatives

88 Ames Street Residences

Preliminary construction of the Ames Street housing project is in full swing, focused primarily on sewer and stormwater facility relocation for site preparation. The official groundbreaking ceremony is to be held on Thursday April 14th. Ames Street is operating under a constrained street profile as construction has occupied the right-of-way vacated by the City for the project as well as portions of the future street. Access to the Green garage and the alley from Ames Street is closed.

Kendall Square Urban Renewal Plan

Staff is coordinating with the Department of Housing and Community Development to gain final approval of the KSURP Amendment. The scope of the Infill Development Concept Plan is under development. The details of a City Transportation Impact Study (TIS) are being prepared – it is worth noting that a local TIS utilizes different methodologies than the EIR Transportation Chapter. Three areas of recent planning include the housing program, with multiple layers of overlapping below market requirements, planning for the innovation space, and ideas for open space improvements, which are to be presented to the East Cambridge Planning Team on the same evening as the CRA Board meeting in April.

Grand Junction Park

Since the last CRA Board meeting, the Contractor has re-started work on site. All trees have been delivered and planted. Soil has been delivered and spread across the site. Smaller plants and shrubs will be delivered and planted in the next few weeks. The play surface will be poured and engraving will be completed as well. We are still aiming for substantial completion by early May and handover to the CRA around May 31. We have begun discussions with MIT to coordinate a grand opening celebration, which we plan to have more details about by the next Board meeting.

Foundry

The CRA issued a second addendum providing the prospective development entities with responses to questions from the Information Session as well as written questions received by staff. The Foundry Advisory Committee conducted a tour of the Artists for Humanity space with Vice-Mayor McGovern in South Boston. The responses to the RFP are due on April 27th.

Kendall Square EcoDistrict

The EcoDistrict Energy Study has completed the initial phase of work collecting and analyzing thermal and electrical energy demands in the District, and the consultant, ARUP, delivering its initial findings to the stakeholders on April 13th.

Point Park

The CRA has facilitated multiple meeting between the City, Boston Properties (BP), their respective design teams, and the artist of the Galaxy Fountain. Stoss Design, the landscape architect selected by the City, will suggest conceptual designs for immediate implementation and potential later phases of the park's development. BP and staff will take those ideas under consideration and bring a park improvement plan to the Board. If a design is approve, BP would put the project out to bid in late spring.



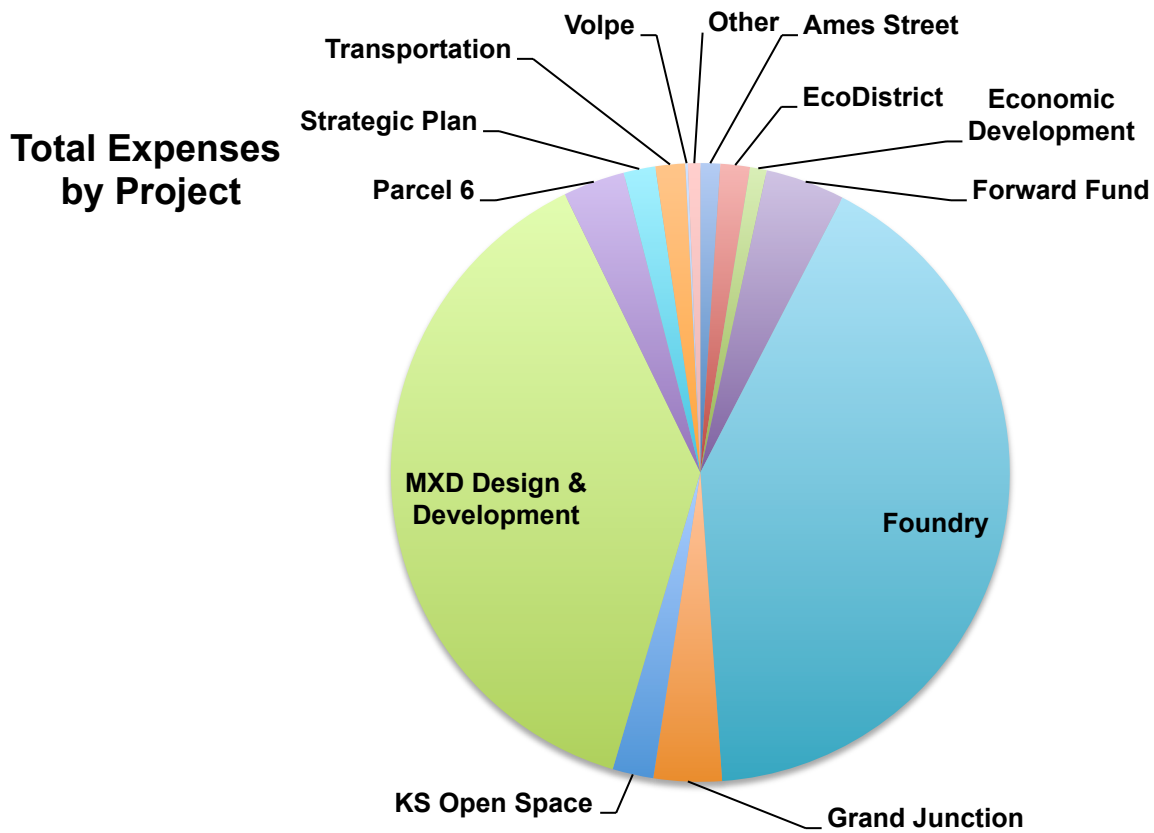
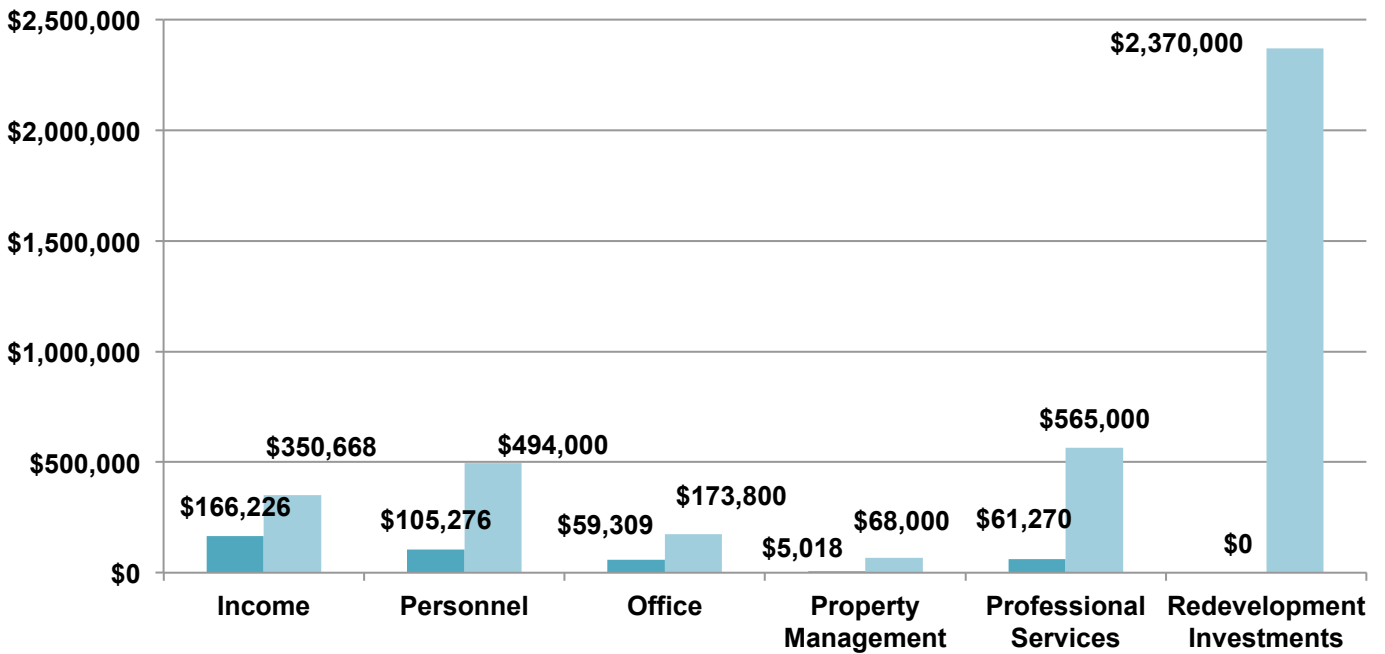
**Budget vs. Actuals
January - March 2016**

	Total	
	Actual	Budget
Income		
4000 Income		
4100 Discounts given		0.00
4200 Operating Revenue		
4210 Grants	152,467.68	152,468.00
4220 Proceeds from sale of development rights		0.00
4230 Reimbursed Expenses		2,000.00
4240 Rental Income		
4241 Lot License Agreements		2,000.00
4242 Foundry Ground Lease		40,000.00
4243 Parcel Six Rental Space		4,200.00
Total 4240 Rental Income	\$ 0.00	\$ 46,200.00
4250 Other		55,000.00
Total 4200 Operating Revenue	\$ 152,467.68	\$ 255,668.00
4300 Other Income		
4310 Dividend Income	1,641.34	5,000.00
4320 Interest Income	12,116.90	90,000.00
Total 4300 Other Income	\$ 13,758.24	\$ 95,000.00
Total 4000 Income	\$ 166,225.92	\$ 350,668.00
Total Income	\$ 166,225.92	\$ 350,668.00
Gross Profit	\$ 166,225.92	\$ 350,668.00
Expenses		
6000 Operating Expenses		
6100 Personnel		
6110 Salaries	74,153.43	320,000.00
6120 Payroll Taxes		
6121 Medicare & OASDI (SS)	1,388.23	10,000.00
6122 Payroll Taxes - Fed & MA		0.00
6123 Unemployment & MA Health Ins	244.25	400.00
Total 6120 Payroll Taxes	\$ 1,632.48	\$ 10,400.00
6130 Personnel and Fringe Benefits		
6131 Insurance - Dental	1,135.36	4,800.00
6132 Insurance - Medical (for Employees)	8,473.26	40,000.00
6133 Pension Contribution (Employees & Retirees)		42,000.00
6134 T Subsidy	955.00	4,800.00
6135 Workers Comp & Disability Insurance	772.00	2,000.00
Total 6130 Personnel and Fringe Benefits	\$ 11,335.62	\$ 93,600.00
6140 Insurance - Medical (for Retirees, Survivors)	18,154.80	70,000.00
Total 6100 Personnel	\$ 105,276.33	\$ 494,000.00

	Total	
	Actual	Budget
6200 Office		
6210 Community Outreach		
6211 Materials	86.44	3,000.00
6212 Public Workshops		500.00
6213 Other	172.56	1,000.00
Total 6210 Community Outreach	\$ 259.00	\$ 4,500.00
6220 Marketing & Professional Development		
6221 Advertising	330.00	4,000.00
6222 Conferences and Training	416.50	4,000.00
6223 Dues and Membership	2,875.00	4,000.00
6224 Meals		500.00
6225 Recruiting	300.00	300.00
6226 Staff Development		8,000.00
6227 Subscriptions		100.00
6228 Travel	14.66	500.00
Total 6220 Marketing & Professional Development	\$ 3,936.16	\$ 21,400.00
6230 Insurance		
6231 Art and Equipment	2,847.50	4,200.00
6232 Commercial Liability	3,276.00	3,400.00
6233 Special Risk	3,758.00	4,000.00
Total 6230 Insurance	\$ 9,881.50	\$ 11,600.00
6240 Office Equipment		
6241 Equipment Lease	1,640.58	6,200.00
6242 Equipment Purchase (computers, etc.)	500.00	1,200.00
6423 Furniture		300.00
Total 6240 Office Equipment	\$ 2,140.58	\$ 7,700.00
6250 Office Space		
6251 Archives (Iron Mountain)	1,325.41	5,100.00
6252 Office Rent	32,517.32	100,000.00
6253 Office Utilities	1,400.00	4,200.00
6254 Other Rental Space	4,409.00	4,800.00
6255 Parking		300.00
6256 Repairs and Maintenance		500.00
Total 6250 Office Space	\$ 39,651.73	\$ 114,900.00
6260 Office Management		
6261 Board Meeting Expenses	147.01	500.00
6262 Office Expenses	95.58	600.00
6263 Office Supplies	127.18	1,000.00
6264 Postage and Delivery	30.52	200.00
6265 Printing and Reproduction	317.00	400.00
6266 Software	224.93	800.00
6267 Payroll Services	255.03	1,000.00
6268 Financial Service Charges		100.00
Total 6260 Office Management	\$ 1,197.25	\$ 4,600.00
6270 Telecommunications		
6271 Internet	773.98	3,000.00
6272 Mobile	231.55	2,000.00
6273 Telephone	458.22	2,000.00
6274 Website & Email Hosting	101.47	900.00
6275 Information Technology	678.00	1,200.00
Total 6270 Telecommunications	\$ 2,243.22	\$ 9,100.00
Total 6200 Office	\$ 59,309.44	\$ 173,800.00

	Total	
	Actual	Budget
6300 Property Management		
6310 Contract Work		5,000.00
6320 Landscaping Maintenance		20,000.00
6330 Repairs		5,000.00
6340 Snow Removal	4,450.00	35,000.00
6350 Utilities		
6351 NSTAR Gas & Electric	568.02	3,000.00
6352 Water		0.00
Total 6350 Utilities	\$ 568.02	\$ 3,000.00
6360 Other		
Total 6300 Property Management	\$ 5,018.02	\$ 68,000.00
Total 6000 Operating Expenses	\$ 169,603.79	\$ 735,800.00
7000 Professional Services		
7001 Construction Management		24,000.00
7002 Design - Architects		55,000.00
7003 Design - Landscape Architects		50,000.00
7004 Engineers and Survey		10,000.00
7005 Legal	34,965.00	180,000.00
7006 Real Estate & Finance	14,085.00	40,000.00
7007 Planning and Policy	10,000.00	60,000.00
7008 Retail Management / Wayfinding		10,000.00
7009 Accounting	1,627.54	15,000.00
7010 Marketing / Graphic Design		5,000.00
7011 Temp and Contract Labor	592.50	2,000.00
7012 Web Design / GIS		20,000.00
7013 Land Surveys		5,000.00
7014 Records Management / Archivist		30,000.00
7015 Energy & Environmental Planning		55,000.00
7016 Other		4,000.00
Total 7000 Professional Services	\$ 61,270.04	\$ 565,000.00
8000 Redevelopment Investments		
8100 Capital Costs		250,000.00
8200 Forward Fund		80,000.00
8300 Real Estate Acquisitions		
8400 Foundry Reserve Funds		2,040,000.00
Total 8000 Redevelopment Investments	\$ -	\$ 2,370,000.00
Total Expenses	\$ 230,873.83	\$ 3,670,800.00
Net Operating Income	\$ (64,647.91)	\$ (3,320,132.00)
Net Income	\$ (64,647.91)	\$ (3,320,132.00)

Cambridge Redevelopment Authority Budget vs. Actuals January - March 2016



REPORT as of March 31, 2016

CRA TOTAL HOLDINGS

Cambridge Trust - Checking (operating funds)	\$ 2,004,969
East Cambridge Savings CD	1,946,268
Boston Private – Checking (payroll funds)	322,872
Brookline Bank CD	266,459
Cambridge Trust CD	256,574
Morgan Stanley	4,331,483
Cash (.97%)	
21 Stocks (4.96%)	
3 Corp Bonds, 13 CDs (94.07%)	
TOTAL	\$ 9,128,625

CDs, Bonds and Stocks with Morgan Stanley

CDs with Maturity Dates

KEY BANK CD CLEVELAND OH CD	2017-04-24
COMENITY BANK JUMBO DE CD	2017-04-24
EVERBANK CD JACKSONVILLE FL CD	2017-04-28
INVESTORS SVGS BK SHORT HILLS NJ CD	2017-05-01
ALLY BK MIDVALE UT CD	2018-04-23
bmw SALT LAKE CITY UT CD	2018-04-24
Northfield Bk STATEN ISLAND NYCD	2018-04-30
CAP ONE NA MCLEAN VA CD	2018-08-06
BANKERS' BANK CD DENVER CO CD	2019-04-22
discover GREENWOOD DE CD	2019-04-22
Goldman Sachs NEW YORK NY CD	2019-04-23
AMEX CENTURION SALT LAKE CITY UT CD	2019-07-22
CAPITAL ONE BANK GLEN ALLEN VA CD	2020-08-05

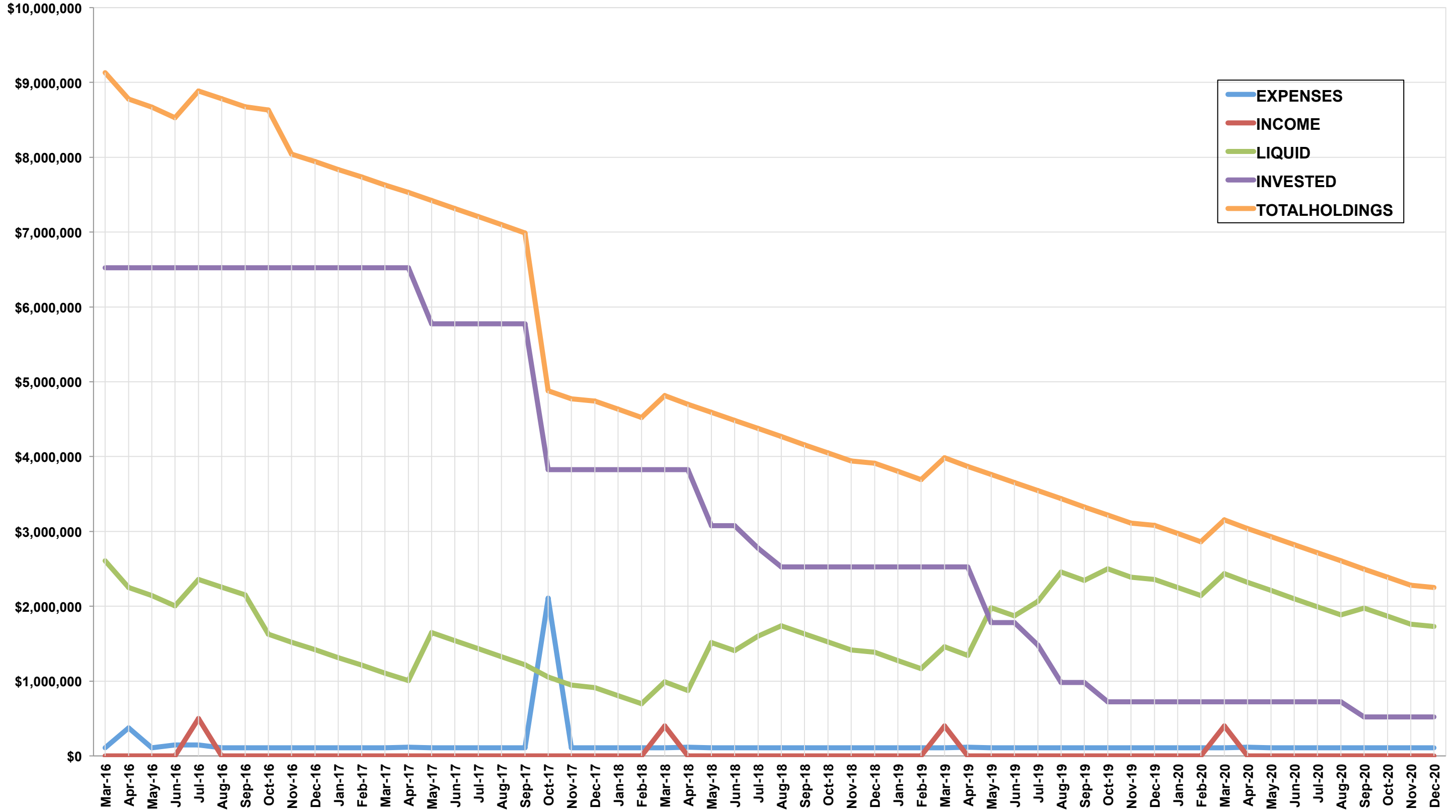
Corporate Bonds with Maturity Dates

DUKE ENERGY CORP	2018-06-15
VERIZON COMMUNICATIONS	2019-06-17
BURLINGTON NORTH SANTA FE	2019-10-01

Stocks

ABBOTT LABORATORIES	JOHNSON & JOHNSON
ALTRIA GROUP INC	KIMBERLY CLARK CORP
BANK OF AMERICA CORP	MC DONALDS CORP
BRISTOL MYERS SQUIBB CO	MERCK & CO INC NEW COM
COCA COLA CO	PEPSICO INC NC
CONS EDISON INC (HLDG CO)	PFIZER INC
ELI LILLY & CO	PROCTER & GAMBLE
EMERSON ELECTRIC CO	ROCKWELL AUTOMATION INC
GENERAL ELECTRIC CO	SOUTHERN CO
GENERAL MILLS INC	UNILEVER NV NY SH NEW
HP INC COM	

CRA Financial Position as of March 31, 2016

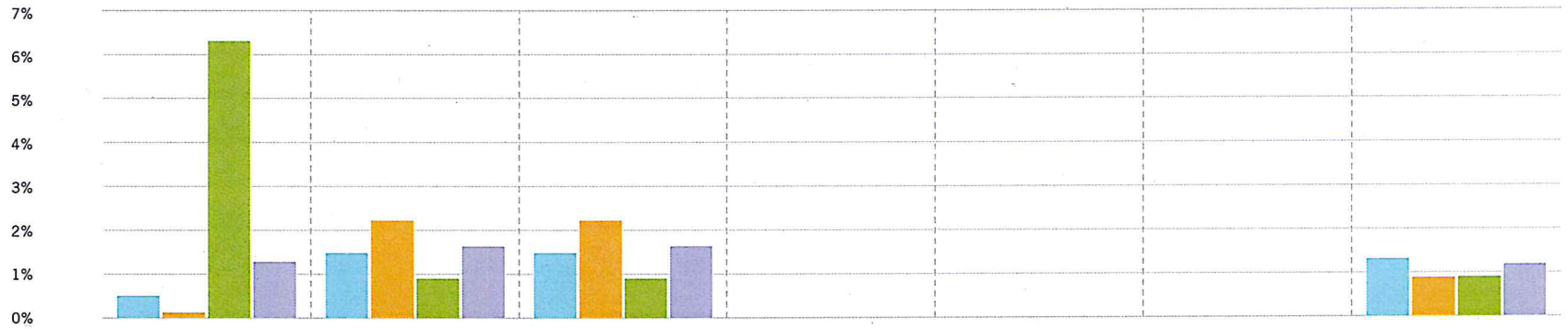


TIME WEIGHTED PERFORMANCE SUMMARY

Account No. [REDACTED]

As of March 21, 2016 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS



	Month to Date 02/29/16 - 03/21/16	Quarter to Date 12/31/15 - 03/21/16	Year to Date 12/31/15 - 03/21/16	Last 12 Months 03/31/15 - 03/21/16	Last 3 Years 03/31/13 - 03/21/16	Last 5 Years 03/31/11 - 03/21/16	Performance Inception 04/08/15 - 03/21/16
Beginning Total Value	\$4,363,103.97	\$4,320,843.90	\$4,320,843.90	-	-	-	\$2,246,667.84
Net Contributions/Withdrawals	0.00	0.00	0.00	-	-	-	2,078,045.19
Investment Earnings	21,723.73	63,983.80	63,983.80	-	-	-	60,114.67
Ending Total Value	\$4,384,827.70	\$4,384,827.70	\$4,384,827.70	-	-	-	\$4,384,827.70
Return % (Net of Fees)	0.50	1.48	1.48	-	-	-	1.31
Barclays Aggregate	0.12	2.22	2.22	-	-	-	0.88
S&P 500 Total Return	6.31	0.90	0.90	-	-	-	0.90
Custom 20/80 Benchmark	1.28	1.63	1.63	-	-	-	1.18

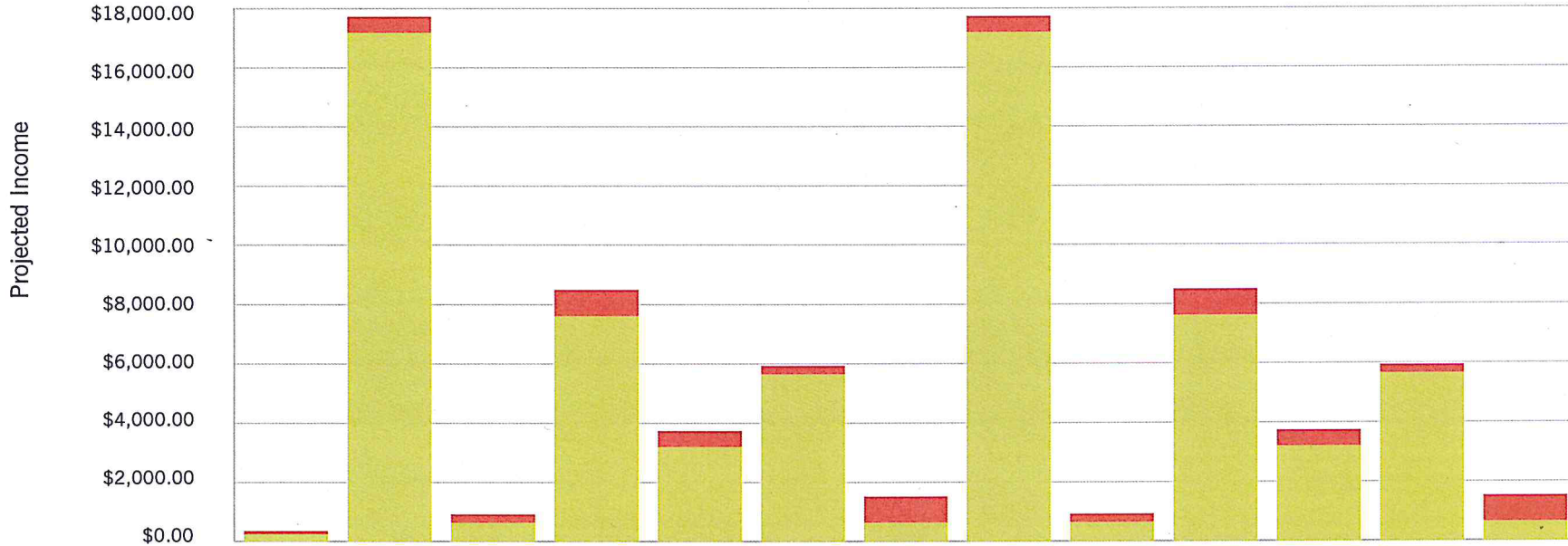
The investment returns shown on this page are time-weighted measurements which exclude the effect of the timing and amount of your contributions and withdrawals.

PROJECTED 12 MONTH INCOME SUMMARY

Account No. [REDACTED]

As of March 21, 2016 | Reporting Currency: USD

PROJECTED 12 MONTH INCOME SUMMARY



Asset Class	Total Value 03/21/16	03/22/16 to 03/31/16	12 Month Projected Income (04/01/16 - 03/31/17)												% Yield		
			Apr.	May.	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.		Total	
Cash	\$42,469	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equities	216,381	101	525	274	868	525	274	868	525	274	868	525	274	868	6,668	3.09	
Fixed Income & Preferreds	4,125,978	256	17,198	648	7,623	3,211	5,648	648	17,198	648	7,623	3,211	5,648	648	69,952	1.70	
Total	\$4,384,828	\$357	\$17,723	\$922	\$8,491	\$3,736	\$5,922	\$1,516	\$17,723	\$922	\$8,491	\$3,736	\$5,922	\$1,516	\$76,620	1.76%	

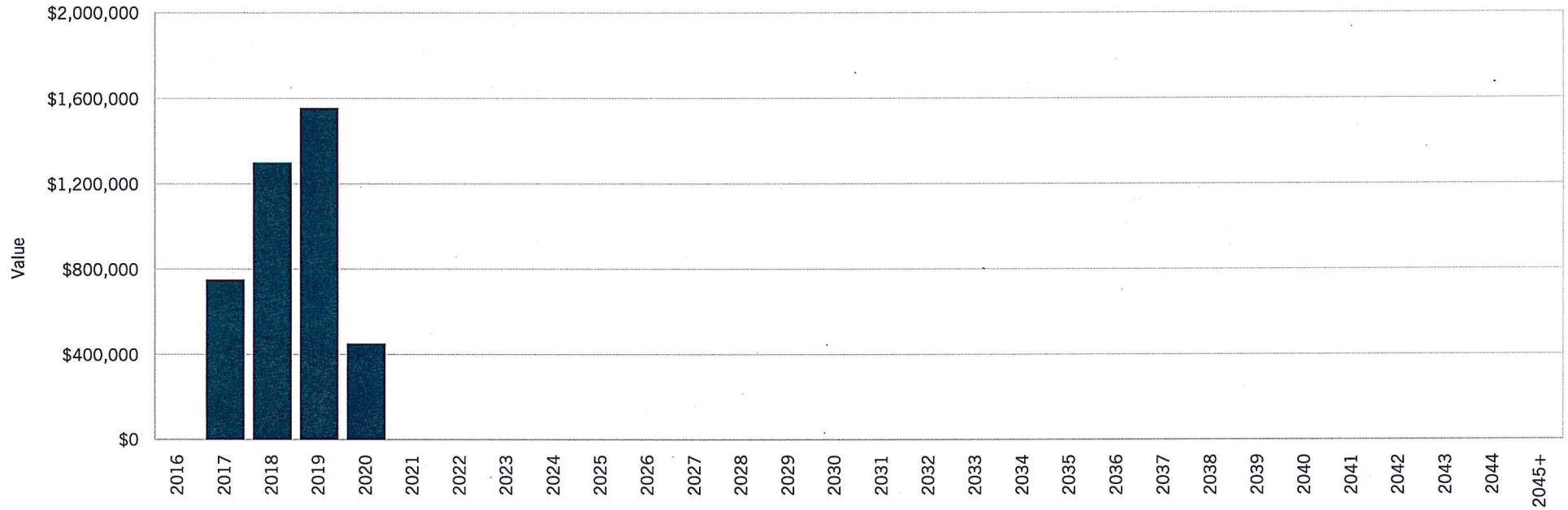
Projected Income is calculated only for securities where data is available.

BOND MATURITY DISTRIBUTION GRAPH

Account No. [REDACTED]

As of March 21, 2016 | Reporting Currency: USD

BOND MATURITY DISTRIBUTION GRAPH



Maturity Year
■ Maturity Values

Year	Maturity \$ Values	% of Maturity Value	# of Issues	Year	Maturity \$ Values	% of Maturity Value	# of Issues	Year	Maturity \$ Values	% of Maturity Value	# of Issues
2016	-	-	0	2026	-	-	0	2036	-	-	0
2017	750,000	18.49	3	2027	-	-	0	2037	-	-	0
2018	1,300,000	32.05	5	2028	-	-	0	2038	-	-	0
2019	1,556,000	38.36	6	2029	-	-	0	2039	-	-	0
2020	450,000	11.10	2	2030	-	-	0	2040	-	-	0
2021	-	-	0	2031	-	-	0	2041	-	-	0
2022	-	-	0	2032	-	-	0	2042	-	-	0
2023	-	-	0	2033	-	-	0	2043	-	-	0
2024	-	-	0	2034	-	-	0	2044	-	-	0
2025	-	-	0	2035	-	-	0	2045+	-	-	0

The Bond Maturity Distribution Graph does not include bonds held in mutual funds or ETFs, or bonds for which this information is not available.