

## Staff Report to the Board *December 20, 2017*

### Administration and Contracting

The CRA auditors have just received the audit from the Cambridge Retirement System (CRS) and are now able to complete the CRA audit for FY16 (1/1/16 - 12/31/16). Because the CRA fiscal year overlaps with the CRS fiscal year (8/1/16 – 7/31/17), the CRA audit is dependent on the CRS audit. Given these dates, it is expected that CRA audits will not be ready earlier than December of the following year.

#### Forward Calendar Items

1. Broad Institute – DNatrium
2. 2016 Audit Report
3. Innovators for Purpose - Galaxy Park Installation
4. 88 Ames Street Signage
5. Binney Street Park Design

Staff have begun preparing for an office move early in 2018 to facilitate the construction of the Innovation Space required for the Infill Development Concept Plan. The CRA is evaluating temporary locations within 255 Main Street while also considering long-term plans for the office location. The initial move will involve shifting telecommunication systems, and moving files and furnishings within the building, while keeping the daily operations of the CRA functional.

### Projects and Initiatives

#### ***Parcel Six***

On Monday, December 18th, the 2018 Request for Proposal (RFP) was made available to vendors interested in the third season of the Food Truck vending program. Submissions will be due on or before February 9th. CRA staff will evaluate the proposals the week of February 12th and the selected vendors will be notified on February 20. The anticipated start date for the 2018 season is Monday, April 2nd.

The 2017 vending season was scheduled to end on November 17th. Due to this past season's success, three trucks (Chicken & Rice Guys, Mei Mei Street Kitchen, and Sheherazad Foods Inc.) have decided to continue to provide vending services throughout the remainder of the year to visitors of the civic space.



### ***Grand Junction Park***

Veolia's project to replace the condensate return line under the northern half of the park is nearly complete. The project completion was hindered due to unknown underground obstacles such as buried railroad tracks that were discovered during the excavating phase. CRA staff allowed Veolia to close the bike path during the hours of 7am – 3pm, which also had less impact on the trees during construction. Brightview surveyed the tree roots during a recent site visit and agreed that all the trees should survive the disturbance encountered during the project.



CRA staff is currently reviewing park reconstruction designs with Brightview. The design will be incorporated in the renovation of the park. The approved design will include additional space and plantings to the park. The anticipated completion of the renovation will be Spring 2018.

### ***Just-A-Start Housing Loan***

On November 22, 2017, Just-A-Start (JAS) and the CRA finalized loan agreements for their property consolidation project. The CRA contributed \$540,000 to help upgrade and/or replace fire suppressant systems in 112 of JAS's residential units. The restructuring helped give JAS access to new resources to rebuild 50 York Street, as well as capital to rehab some of their other properties. To the right is a rendering of the residential building now under construction at 50 York.



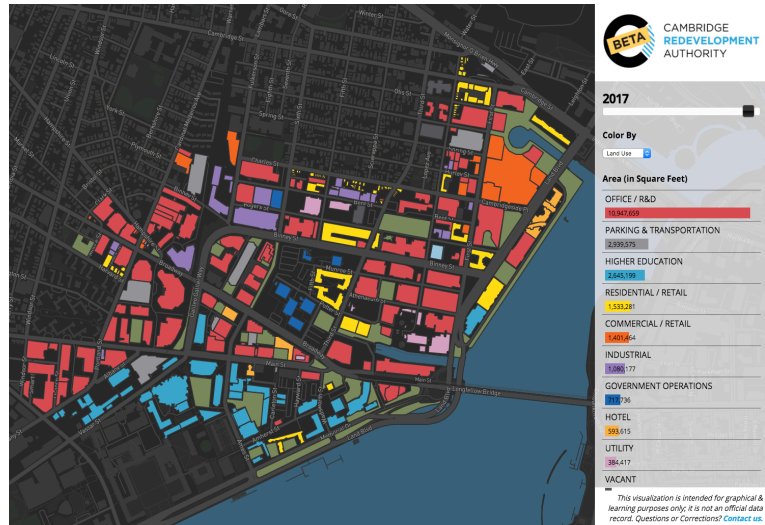


## 145 Broadway

Boston Properties and Turner Construction reached a new phase of construction of the Akamai headquarters on Parcel Two. Excavation of the parking garage and installation of the vertical structure have begun. CRA and City staff are reviewing the final elements of the external façade on the visual mock-up, the soffit materials for the first structural overhang, and the building entrance.

## Kendall Square Visualization

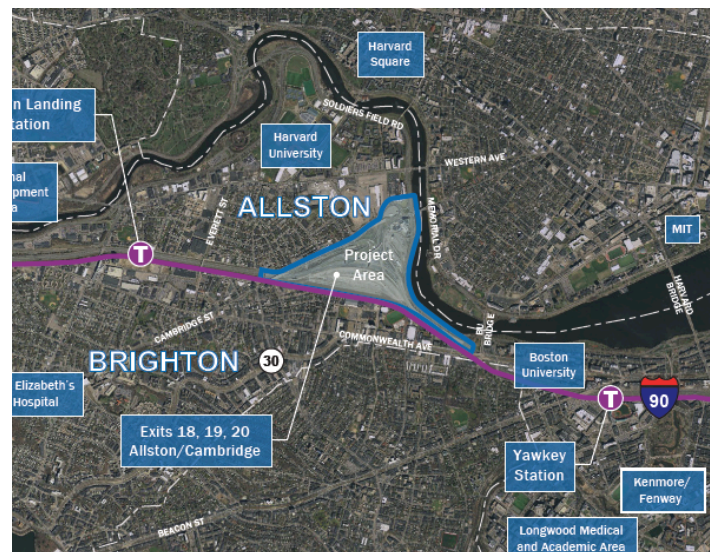
The Kendall Square Visualization map was created to illustrate the growth and evolution of Kendall Square since the 1980s. The visualization focuses on three areas: growth by year, development of mixed land uses, and the addition of open space. While this project was initially started in 2015 during the MXD rezoning effort, it has received renewed attention in the past few months. Staff have worked with Sasaki consultants to refine the map data and simplify the content and map design. The Beta version of the map should be made live in January.



## I-90 Allston Viaduct

The Allston I-90 Viaduct needs to be replaced and MassDOT proposes to replace the existing highway with a new multi-modal urban interchange. On November 30, 2017, MassDOT released its Draft Environmental Impact Report (DEIR) reviewing project needs, goals, and impacts of three design alternatives.

The I-90 viaduct project will impact local and regional transportation systems significantly. The project area currently accommodates I-90, Beacon Park Rail Yard, the Worcester Commuter Rail Line, the Grand Junction Rail Line, Soldiers Field Road, and the Paul Dudley White Path. In phases, MassDOT seeks to retain these transit uses and add a new multi-modal West Station.



The CRA has been tracking this project, giving specific attention on how the recommended changes relate to, or will affect, the Grand Junction Path connection from Kendall Square to Boston. The CRA is in the process of drafting a DEIR comment letter to be submitted in January 2018.



## Budget vs. Actuals January - November, 2017

	Total	
	Actual	Budget
<b>Income</b>		
<b>4000 Income</b>		
<b>4200 Operating Revenue</b>		
4210 Grants		\$0
4220 Proceeds from sale of development rights	\$23,043,079	\$23,043,079
4230 Reimbursed Expenses	\$2,089	\$2,000
<b>4240 Rental Income</b>		
4241 Lot License Agreements	\$89,071	\$5,000
4242 Foundry Ground Lease		\$0
4243 Parcel Six Rental Space	15,517	\$10,000
<b>Total 4240 Rental Income</b>	<b>\$104,587</b>	<b>\$15,000</b>
4250 Other	\$2,997,000	\$3,000,000
<b>Total 4200 Operating Revenue</b>	<b>\$26,146,755</b>	<b>\$26,060,079</b>
<b>4300 Other Income</b>		
4310 Dividend Income	\$22,324	\$12,000
4320 Interest Income	\$103,828	\$134,000
<b>Total 4300 Other Income</b>	<b>\$126,152</b>	<b>\$146,000</b>
<b>Total 4000 Income</b>	<b>\$26,272,908</b>	<b>\$26,206,079</b>
<b>Total Income</b>	<b>\$26,272,908</b>	<b>\$26,206,079</b>
<b>Gross Profit</b>	<b>\$26,272,908</b>	<b>\$26,206,079</b>
<b>Expenses</b>		
<b>6000 Operating Expenses</b>		
<b>6100 Personnel</b>		
6110 Salaries	\$342,699	\$440,000
<b>6120 Payroll Taxes</b>		
6121 Medicare & OASDI (SS)	\$6,534	\$12,000
6123 Unemployment & MA Health Ins	\$594	\$506
<b>Total 6120 Payroll Taxes</b>	<b>\$7,128</b>	<b>\$12,506</b>
<b>6130 Personnel and Fringe Benefits</b>		
6131 Insurance - Dental	\$5,372	\$6,400
6132 Insurance - Medical (for Employees)	\$25,365	\$70,000
6133 Pension Contribution (Employees & Retirees)	\$64,851	\$72,000
6134 T Subsidy	\$3,182	\$5,000
6135 Workers Comp & Disability Insurance	\$839	\$1,000
<b>Total 6130 Personnel and Fringe Benefits</b>	<b>\$99,608</b>	<b>\$154,400</b>
6140 Insurance - Medical (for Retirees, Survivors)	\$41,870	\$70,000
6150 OPEB Account Contribution	\$7,000	\$7,000
<b>Total 6100 Personnel</b>	<b>\$498,306</b>	<b>\$683,906</b>



	Total	
	Actual	Budget
<b>6200 Office</b>		
<b>6210 Community Outreach</b>		
6211 Materials	\$209	\$4,000
6212 Public Workshops	\$545	\$4,000
6213 Other	\$5,078	\$12,000
<b>Total 6210 Community Outreach</b>	<b>\$5,833</b>	<b>\$20,000</b>
<b>6220 Marketing &amp; Professional Development</b>		
6221 Advertising	\$96	\$3,400
6222 Conferences and Training	\$5,199	\$10,000
6223 Dues and Membership	\$4,385	\$4,000
6224 Meals	\$403	\$600
6225 Recruiting	\$285	\$400
6226 Staff Development	\$485	\$2,000
6227 Subscriptions		\$300
6228 Travel	\$264	\$500
<b>Total 6220 Marketing &amp; Professional Development</b>	<b>\$11,117</b>	<b>\$21,200</b>
<b>6230 Insurance</b>		
6231 Art and Equipment	\$5,675	\$5,800
6232 Commercial Liability	\$3,617	\$3,400
6233 Special Risk	\$3,794	\$3,800
<b>Total 6230 Insurance</b>	<b>\$13,086</b>	<b>\$13,000</b>
<b>6240 Office Equipment</b>		
6241 Equipment Lease	\$3,938	\$4,300
6242 Equipment Purchase (computers, etc.)	\$2,587	\$2,500
6243 Furniture		\$800
<b>Total 6240 Office Equipment</b>	<b>\$6,525</b>	<b>\$7,600</b>
<b>6250 Office Space</b>		
6251 Archives (Iron Mountain)	\$5,185	\$6,200
6252 Office Rent	\$99,721	\$102,000
6253 Office Utilities	\$3,139	\$4,200
6254 Other Rental Space	\$4,788	\$4,800
6255 Parking		\$400
6256 Repairs and Maintenance		\$300
<b>Total 6250 Office Space</b>	<b>\$112,833</b>	<b>\$117,900</b>
<b>6260 Office Management</b>		
6261 Board Meeting Expenses	\$369	\$600
6263 Office Supplies	\$1,079	\$2,000
6264 Postage and Delivery	\$213	\$300
6265 Printing and Reproduction	\$733	\$1,000
6266 Software	\$593	\$700
6267 Payroll Services	\$849	\$1,000
6268 Financial Service Charges	\$127	\$100
<b>Total 6260 Office Management</b>	<b>\$3,962</b>	<b>\$5,700</b>
<b>6270 Telecommunications</b>		
6271 Internet	\$2,843	\$3,200
6272 Mobile	\$1,583	\$2,600
6273 Telephone	\$2,570	\$2,200
6274 Website & Email Hosting	\$539	\$800

	Total	
	Actual	Budget
6275 Information Technology	\$1,137	\$1,200
<b>Total 6270 Telecommunications</b>	<b>\$8,672</b>	<b>\$10,000</b>
<b>Total 6200 Office</b>	<b>\$162,028</b>	<b>\$195,400</b>
<b>6300 Property Management</b>		
6310 Contract Work	\$4,088	\$4,000
6320 Landscaping Maintenance	\$18,987	\$42,000
6330 Repairs		\$3,000
6340 Snow Removal	\$8,320	\$30,000
6350 Utilities		
6351 Gas & Electric	\$4,982	\$4,000
<b>Total 6350 Utilities</b>	<b>\$4,982</b>	<b>\$4,000</b>
6360 Other		
<b>Total 6300 Property Management</b>	<b>\$36,376</b>	<b>\$83,000</b>
<b>Total 6000 Operating Expenses</b>	<b>\$696,711</b>	<b>\$962,306</b>
<b>7000 Professional Services</b>		
7001 Construction Management		
7002 Design - Architects	\$15,513	\$30,000
7003 Design - Landscape Architects		\$20,000
7004 Engineers	\$4,340	\$35,000
7005 Legal	\$71,421	\$150,000
7006 Real Estate & Finance	\$5,488	\$30,000
7007 Planning and Policy	\$12,430	\$20,000
7008 Retail Management / Wayfinding		\$1,000
7009 Accounting	\$1,092	\$19,500
7010 Marketing / Graphic Design		\$4,000
7011 Temp and Contract Labor	\$5,564	\$30,000
7012 Web Design / GIS	\$656	\$11,000
7013 Land and Building Surveys	\$6,500	\$10,000
7014 Records Management / Archivist		\$20,000
7015 Energy & Environmental Planning	\$1,650	\$2,000
7017 Transportation	\$138,489	\$253,000
<b>Total 7000 Professional Services</b>	<b>\$263,144</b>	<b>\$635,500</b>
<b>8000 Redevelopment Investments</b>		
8100 Capital Costs	\$12,042	\$120,000
8200 Forward Fund	68,285	\$125,000
8400 Foundry Fund		TBD
8500 KSTEP Fund	\$6,000,000	\$6,000,000
8600 Affordable Housing	\$540,000	\$540,000
<b>Total 8000 Redevelopment Investments</b>	<b>\$6,620,327</b>	<b>\$6,785,000</b>
<b>Total Expenses</b>	<b>\$7,580,182</b>	<b>\$8,382,806</b>
<b>Net Operating Income</b>	<b>\$18,692,726</b>	<b>\$17,823,273</b>
<b>Net Income</b>	<b>\$18,692,726</b>	<b>\$17,823,273</b>

