



Brockton Redevelopment Authority
50 School Street, Brockton, MA 02301
Board of Directors Meeting
Wednesday, June 2, 2021, at 10:00 a.m.
Meeting held via Zoom Conference Call
Minutes

Board Members: Phil Griffin, Suzanne Fernandes, Tiffanie Ellis-Niles, Richard Johnson,
Eugene Marrow
Staff: Robert Jenkins, Emily Hall, Jon Van Kuiken, Patricia Jackson, Charaliz Isaac, Cindy
Kong, Adelsa Mendes
Guests: Rob May

Welcome – Phil Griffin, Chairman
Call to Order 10:03am

Vote to approve BRA Board Meeting minutes from May 5, 2021 Meeting
Motion: Ms. Fernandes, 2nd Mr. Johnson, roll Call: Ms. Fernandes, Ms. Ellis-Niles, Mr.
Johnson, Mr. Griffin, all in favor

Vote to approve BRA's financial reports from April 2021 financial statements: Budget,
Balance Sheet, Profit & Loss Statement

Discussion:

Emily: Update format for Budget to Actual. We are on track for spending, though it looks
like Admin spending is behind, but that was plan. CDBG spending on track, though
slow on HOR. HOME program has slowed down due to crazy housing market cutting
out FTHP participants. Lead is going well

Ms. Fernandes: Do we lose funding if we don't spend?

Emily: unspent funding rolls over, though Admin is still under 20% cap. HOME has a 5-
year spending timeline, Lead is 3-year grant

Ms. Fernandes: Just want to make sure Board is aware that we do not lose the funding if it
is unspent.

Emily: We are slated to receive additional Rescue plan funding

Motion: Ms. Fernandes, 2nd Mr. Johnson Vote: Ms. Fernandes, Ms. Ellis-Niles, Mr.
Marrow, Mr. Griffin all in favor

Update and Status on BRA's FYE June 30, 2020 Audit

Emily: Audit is moving along. Had to shift focus to HUD Monitoring and delay audit to make sure we were able to incorporate any HUD findings. Originally scheduled for May completion, but delayed until after HUD monitoring.

Update and status on HUD monitoring of CDBG program

Emily: exit interview with HUD yesterday. Letter due in 45 days. Generally happy, but did find a few issues:

- Policies and Procedures Manual hasn't been updated since 2017 even though P&Ps were updated
- Financial System tracks by Grant Year. City used to track, but now we need to track it internally. We do have history on federal system to track, but they are more concerned with future tracking
- Procurement Policies: There is not full documentation on why contractors are selected, so we need to create documentation.

Letter will come in 45 days. We will be able to start corrective actions now and then will compare with letter when it arrives. Overall went very well. They want to make sure we are doing things in the most efficient and effective way possible.

Ms. Fernandes: It looks like everything went well and findings are based on changing guidelines and regulations. There is no indication of fraud or mismanagement, so that is great. Mainly just little things.

Emily: Mainly just updates to regulations that we need to update in our procedures

93 Centre Street Relocation status: Draft claim has been submitted and under review.

Patricia: Cost analysis narrative I drafted was sent to board yesterday.

Brockton Furniture (BF) is requesting a total of \$360,767.89 in moving costs, tenant improvements and soft costs. For Relocation costs (labor, materials, disposal and chandeliers), BF is requesting \$191,700. The BRA is suggesting an adjusted total of \$121,000 for this category. The adjustment is based on two things 1) Two estimates provided to the BRA from two independent companies: Triple M Moving & Storage for Moving and Supplies (quote provided on 11/8/2019 is inclusive of a crew of 6-8 workers for 6-8 weeks) that totals out to \$121,000. ABC Moving & Storage (quote provided on 10/10/2019 and is inclusive of move, storage insurance of up to \$1.5 million for property, and removal of all trash) that totals out to \$493,000, and 2) the total cost of disposal charges incurred for the removal of: trash, medical records, and hazardous materials. The appraisals conducted on this property provide a value of "as in" condition based on the assumption that the seller would deliver the property vacant. The BRA paid the higher of the two appraised values to BF based on this assumption, but the property was not delivered vacant. The incurred expense of disposal was \$41,259.82. For tenant improvements and soft costs, Brockton Furniture is requesting \$169,067.89. The BRA is suggesting an adjusted total of \$84,533.94. Despite the cost of \$84,533.94 exceeding the allowable \$25,000 re-establishment expense, and BF's ineligibility for the \$40,000 fixed payment, The BRA is willing to incur half of the requested amount for these expenses. The total adjusted amount that the BF is seeking from the BRA is \$360,767.89. The adjusted amount that the BRA is willing to pay is \$205,533.94.

Ms. Fernandes: Was amount for cleaning etc. included in final amount?

Robert: Yes, we deducted from request. Sander Rikleen has additional technical issued to address. He will need to send to State and be able to defend.

Ms. Ellis-Niles: When do you need our feedback?

Robert: Next week

Status and discussion on 11-15 Frederick Douglas Avenue:

Comments regarding May 20th, 2021 by Restaurante Cesaria

Brockton Market (Tanetta Williams) presentation on June 17th.

Robert: RC Presentation was very well done. Proposal does have gap, though IMO we should be able to meet that gap.

Phil: 1st class presentation, though time from start to finish is a long time

Robert: 3 ½ year buildout. We may be able to help with financing gap to reduce timeline

Mr. May: If they can overcome gap, great proposal. If cannot, then we should not sit around

Emily: I agree. For a private developer to need that much help is problematic. Are we willing to wait for the 4 plus years it would take to open the business.

Patricia: Also agree. Large gaps are problematic. Makes me worry about proposal from Tanetta Williams.

Mr. May: EPA funding is almost done for the year, so we will be completing work on building

Robert: preparing proposal to MassDevelopment for selective demolition and remediation of hazardous materials, roof repair, etc.

Update on sales negotiation with South Shore Property Management on I3 and I4 sites.

Robert: Project fell through, will need Phil's signature and then we will move on. 2 additional proposals in the works. More info at next board meeting

Update on The Day Brothers proposal for sites AC.

Mr. May: Working on amendment to urban renewal plan to include this site. TDB responded with proposal. City received grant from MassDevelopment for site preparation. City is entering into MOU with TDB to fund half of site readiness work MassDevelopment does not cover.

Reengaging Downtown Restaurant Infrastructure Loan program: HUD's determination letter of eligibility.

Robert: We received Letter of Determination from Boston office that NWHS proposal is eligible.

Committee is almost ready. Need one additional city member, Annemarie Raymond is possibility. Eastern Bank provided financing, so ??? will have conflict of interest. He will be able to participate in review but will recuse himself on any votes.

Mr. May: I am a minor investment in Cabo Vegan and Brockton Beer Company.

Robert: application is for NWHS, so should not be a conflict. We just need your help with creating the documentation.

Ms. Ellis-Niles: I will be able to help with that as well.

Ms. Fernandes: Would it help to come in to meet in person?

Robert: may help – you will be responsible for presenting to loan committee, so more understanding would be helpful.

New and old business

Robert: Not sure where we are on open meetings law. Board will have to meeting at least once over the summer to vote on relocation claim and may have to vote on 11-15 Frederick Douglass Ave property

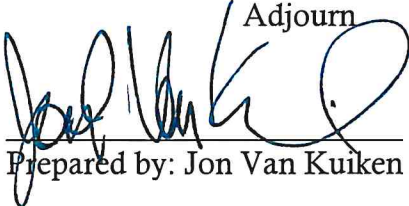
Mr. Griffin: Why don't we leave dates open pending timing of relocation claim details.

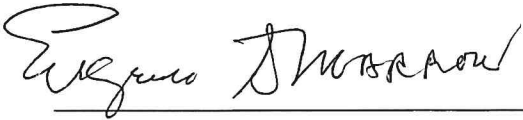
Ms. Fernandes & Ms. Ellis-Niles flexible

Emily: would like to introduce Adelsa Mendes, Business Technical Assistance Coordinator.

Adelsa: I am really excited to be here and looking forward to helping businesses move forward in Brockton. I do have some experience with community and especially WBEs. Motivated and looking forward to your cooperation.

Motion to Adjourn: Mr. Johnson, 2nd Ms. Fernandes. Vote, Ms. Fernandes, Ms. Ellis-Niles, Mr. Marrow, Mr. Johnson, Mr. Griffin, all in favor.

Adjourn

Prepared by: Jon Van Kuiken


Approved by: Eugene Marrow, Clerk