

## **Board Meetings – Calendar Year 2022**

### **Minutes of the January 19, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The meeting was held via Zoom screensharing conference call.

Board members in attendance: Geof Washington, Chair; Sam Cogen; Veronica Crosby; Scott Davis; Fredy Diaz; Diante Edwards, proxy for Sandy Brennan; Jasmine Esteve; Neal Friedlander, proxy for Councilman Eric Costello; Alvin Lee; Nancy Mead; Kelly Quinn; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes).

Mr. Washington called the meeting to order at 6:10 pm and presided. A quorum was present.

#### Welcome and Overview

Mr. Washington reviewed highlights of SBGP’s work and the meeting agenda.

#### Minutes of the November 17, 2021 and December 15, 2021 Board of Directors Meetings

The minutes of the November 17, 2021 and December 15, 2021 Board of Directors meetings were presented and approved by the Board.

#### Executive Director and Staff Reports

Mr. Rogers presented background and overview of SBGP, including the establishment of SBGP in 2016 to help implement the South Baltimore Gateway Master Plan with funding provided by the Local Impact Grants generated by video lottery terminals. He reviewed the SBGP Strategic Plan, which aims to improve the vitality of the District’s communities by focusing on three crucial elements of the Master Plan: Community Development and Revitalization, Environmental Sustainability, and Health and Wellness. To achieve the agenda laid out in the Strategic Plan, SBGP has established three interrelated program areas: Community Grants, Enhanced Services, and Transformational Projects.

Ms. Pitkow provided an update on financial plans and YTD performance for FY22 as well as revenue projections through the end of the fiscal year. The Finance

Committee tentatively plans to recommend the Board authorize additional FY22 spending in the next few months.

Ms. Cornish provided an update on Enhanced Services and highlighted projects in development, including the renovation of the Carroll Park Recreation Center and other park and public space improvements. She also discussed waste management and sports network initiatives. The Board discussed coordination of SBGP's waste management strategy with the City.

Ms. Emmanuelle provided a communications and outreach update, including recent press and media coverage, upcoming Community Grants Support Sessions and Keys to Capacity workshops, and Reimagine Middle Branch updates.

Ms. Pitkow reviewed ethics and other Board requirements and outstanding compliance.

Ms. Asbell conducted the annual Unconscious Bias Training.

Ms. Pitkow conducted the annual Open Meetings Act Training.

### Committee and Officer Reports

Mr. Washington presented an overview of SBGP's Board committees and invited members to join them.

#### Governance and Nominating Committee

Ms. Pitkow reported that the committee has not met since the last Board meeting and confirmed the membership of each committee:

- Executive: Geof Washington, Chair; Jasmine Esteve; Councilwoman Phylcia Porter; and Beth Whitmer.
- Communications: Noah Smock, Chair; Sam Cogen; Alvin Lee; and Bill Reuter.
- Finance: Beth Whitmer, Chair; Randy Conroy; Councilman Eric Costello/Neal Friedlander; and Jasmine Esteve.
- Governance and Nominating: Councilwoman Phylcia Porter, Chair; Jasmine Esteve; Geof Washington; and Beth Whitmer.
- Program: Bill Reuter, Chair; Veronica Crosby; Alvin Lee; Nancy Mead; Councilwoman Phylcia Porter; Kelly Quinn; Sophia Silbergeld; and Noah Smock.
- Strategic Planning: Quincy Goldsmith, Chair; Sandy Brennan; Randy Conroy; Councilman Eric Costello/Neal Friedlander; Alvin Lee; Nancy Mead; Rev. Willie Pack; Councilwoman Phylcia Porter; Kelly Quinn; Sophia Silbergeld; Geof Washington; and Beth Whitmer.

In accordance with the SBGP bylaws, membership of each committee is determined by the Board. However, committee meetings will continue to be open to all Board members regardless of formal committee membership and committee membership may change throughout the year.

Board member terms and term limits will be distributed by email. Board members were asked to inform Ms. Pitkow by May 1, 2022 if they do not plan to continue to serve on the Board in calendar year 2023 so that SBGP has plenty of time to fill any open Board seats.

#### Finance Committee

Ms. Whitmer reported on the January 11, 2022 committee meeting. The Finance Committee tentatively plans to recommend the Board authorize additional FY22 spending in the next few months. Ms. Pitkow reviewed the November 2021 financial statements and reports.

#### Program Committee

Mr. Reuter reported on the January 10, 2022 committee meeting and the current grant cycle. Board members were reminded that each Board member is required to help with grant reviews at least once per year.

#### Strategic Planning Committee

Mr. Rogers reported on the January 4, 2022 committee meeting, including the process and timeline to update the SBGP Strategic Plan by March 1, 2022. Mr. Rogers presented the proposed updated Strategic Plan and reviewed edits to the plan, including new sections on responding compassionately to emergent problems and addressing public safety and education.

The Board had an in-depth discussion of and expressed support for the updated Strategic Plan. In particular, Board members expressed approval of SBGP's approach to public safety through the creation, maintenance, and programming of defensible public space as well as the criteria for the consideration of funding more traditional approaches to crime prevention as articulated in the updated Strategic Plan.

Given the Board's support of the updated Strategic Plan and lack of feedback, the Board decided to vote on the approval of the updated Strategic Plan, which will be submitted to the Board of Estimates for approval by April 30, 2022 after the annual Spring Public Meeting.

The Board unanimously voted to approve the updated Strategic Plan.

#### Communications Committee

Mr. Smock reported that the committee has not met since the last Board meeting. He will be meeting with Ms. Emmanuelle and Ms. Pitkow soon and then scheduling a committee meeting. He invited Board members to join the committee.

Secretary

Ms. Esteve stated that there was no business to report.

Public Comments

There were no comments or questions from members of the public or other meeting attendees.

Other Business

Mr. Washington reviewed the schedule of upcoming meetings.

Adjournment

There being no further business or comments, the meeting was adjourned at 8:15 pm.

**Minutes of the February 16, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The meeting was held via Zoom screensharing conference call.

Board members in attendance: Geof Washington, Chair; Y'landa Burch, proxy for Veronica Crosby; Randy Conroy; Diante Edwards, proxy for Sandy Brennan; Neal Friedlander, proxy for Councilman Eric Costello; Rev. Willie Pack; Councilwoman Phylcia Porter; Kelly Quinn; Bill Reuter; and Noah Smock. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Jennifer Johnson, Operations Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Ethan Cohen, and Chris Firehock, proxy for Bill Reuter.

Mr. Washington called the meeting to order at 6:10 pm and presided. A quorum was not present.

Welcome and Overview

Mr. Washington reviewed highlights of SBGP's work and the meeting agenda.

Mr. Rogers congratulated Mr. Smock on being named a 2022 Homecoming Hero.

Executive Director and Staff Reports

Mr. Rogers introduced temporary Operations Manager Jennifer Johnson.

Ms. Cornish provided an update on Enhanced Services and SBGP's waste management strategy. Last month, she also provided an update on waste management and explained that the planning process would take 60 days. Since then, she has been working closely with Board members, community leaders, and the City to assess needs and solutions. She will provide a final presentation next month.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including Reimagine Middle Branch and related initiatives. He discussed the Middle Branch Resiliency Initiative, the status of a \$32 million FEMA BRIC grant request and \$8.6 million awarded by Maryland DNR and Baltimore DPW for Site 5a wetland restoration, and related compliance and accounting. He also discussed the Westport waterfront, including "One Westport" Park, the prospective "Parcel D" opportunity for free waterfront land, and related nearby projects. The Reimagine Middle Branch plan is on track for completion this spring or summer. The strategic plan of the Mt. Clare at Carroll Park Commission will be complete soon, and Mr. Rogers discussed how it supports and integrates with other initiatives in the surrounding communities.

Ms. Asbell provided an update on Community Grants, including projects near completion, highlights of active projects, and the upcoming grant application review process and timeline. She invited additional Board members to join the grant application review team.

Ms. Emmanuelle provided a communications and outreach update, including upcoming Community Grants Support Sessions and Keys to Capacity workshops. Reimagine Middle Branch updates included the new website launch, the upcoming public meeting, and a new community input survey.

Ms. Pitkow reviewed ethics and other Board requirements and outstanding compliance.

Board member terms and term limits were distributed by email. Board members were asked to inform Ms. Pitkow by May 1, 2022 if they do not plan to continue to serve on the Board in calendar year 2023 so that SBGP has plenty of time to fill any open Board seats.

## Committee and Officer Reports

### Communications Committee

Mr. Smock reported on the February 2, 2022 committee meeting. The committee is reorganizing its work and focus to amplify staff communications and outreach work.

### Finance Committee

Ms. Pitkow reported on the February 14, 2022 committee meeting. The Finance Committee tentatively plans to recommend the Board authorize additional FY22 spending next month. Ms. Pitkow reviewed the December 2021 financial statements and reports and discussed updates being made to the reports to delineate between LIG funds and other funds more clearly. Mr. Rogers and Mr. Conroy noted committee discussions related to managing additional funds and projects as well as staffing.

#### Governance and Nominating Committee

Councilwoman Porter reported that the committee has not met since the last Board meeting but is scheduling a meeting in March 2022. The committee is preparing a Board survey as well as for a Board application cycle this summer.

#### Program Committee

Mr. Reuter reported that the committee has not met since the last Board meeting. He reported on the current grant cycle. Board members were reminded that each Board member is required to help with grant application reviews at least once per year and were invited to join the grant application review team.

#### Strategic Planning Committee

Mr. Rogers reported on the February 1, 2022 committee meeting, including updates on Reimagine Middle Branch, Mt. Clare, and a potential capital fund.

#### Secretary

Mr. Washington stated that there was no business to report to his knowledge.

#### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

#### Other Business

Mr. Washington reviewed the schedule of upcoming meetings.

#### Adjournment

There being no further business or comments, the meeting was adjourned at 7:55 pm.

**Minutes of the March 16, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The meeting was held via Zoom screensharing conference call.

Board members in attendance: Geof Washington, Chair; Sam Cogen; Randy Conroy; Councilman Eric Costello; Veronica Crosby; Scott Davis; Diante Edwards, proxy for Sandy Brennan; Quincy Goldsmith; Pastor Alvin Gwynn; Nancy Mead; Rev. Willie Pack; Councilwoman Phylcia Porter; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Jennifer Johnson, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Chris Firehock, proxy for Bill Reuter; Neal Friedlander, proxy for Councilman Eric Costello; and Robert Idlett, proxy for Councilwoman Phylcia Porter.

Mr. Washington called the meeting to order at 6:05 pm and presided. A quorum was present.

Welcome and Overview

Mr. Washington reviewed highlights of SBGP’s work and the meeting agenda.

Minutes of the January 19, 2022 and February 16, 2022 Board of Directors Meetings

The minutes of the January 19, 2022 and February 16, 2022 Board of Directors meetings were presented and unanimously approved by the Board.

Executive Director and Staff Reports

Mr. Rogers provided an overview of the development of SBGP’s waste management strategy, and Ms. Cornish provided an update on the strategy and development process. The current initiative is a timebound pilot and one-time investment focused on refuse and reducing waste. She reviewed stakeholders that informed the development process and lessons learned as well as SBGP’s existing and planned investments, program evaluation, and ongoing program development.

The Board discussed coordination with the Department of Public Works and the status of street sweeping. The Local Development Council may also commit funding for these efforts. Mr. Smock noted that the Baltimore Community ToolBank would not generate additional revenue from its involvement in the waste management strategy over what it would normally receive for tool rentals; funds would provide a credit for community tool rentals at the standard rates.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including Reimagine Middle Branch and related initiatives such as the Middle Branch Resiliency Initiative, projects funded and underway, and projects tentatively planned for the next five years. The Reimagine Middle Branch plan is on track for completion this summer. Mr. Rogers also discussed the Strategic Planning Committee's work to evaluate how to potentially support community development corporations (CDCs) serving the District. The committee is considering a strategy focused on code enforcement, receivership, and negotiation with vacant property owners; housing stabilization funds for existing homeowners; and homebuyer incentives for new residents. Staff and the committee will continue to develop and evaluate a strategy and may eventually bring a proposal to the full Board for funding consideration.

Ms. Emmanuelle provided a communications and outreach update, including the upcoming Keys to Capacity workshops, annual Spring Public Meeting, and Board and staff excursion. She shared feedback received from a community leader and updates on Reimagine Middle Branch, including the new website launch and the video from the recent public meeting, which was very well attended with about 120 attendees.

Ms. Pitkow reviewed ethics and other Board requirements and outstanding compliance. All board, proxy, and staff members must complete the annual financial disclosure filing for calendar year 2021 by May 2, 2022.

### Committee and Officer Reports

#### Communications Committee

Mr. Smock reported that the committee has not met since the last Board meeting.

#### Finance Committee

Ms. Whitmer reported on the March 14, 2022 committee meeting, and Ms. Pitkow reviewed the January 2022 financial statements and reports and discussed updates being made to the reports to more clearly delineate between core LIG funds and other supplemental funds. The Board provided feedback on additional updates still being made to the reports.

Mr. Rogers provided an update on FY22 financial planning, YTD performance, and revenue projections. Based on updated revenue projections for FY22, the Finance Committee recommends the Board authorize spending an additional \$1.4 million of FY22 funds. Mr. Rogers provided an overview of the proposed uses of the additional funds, including additional staff to manage the additional funds and growing project portfolios. The Board discussed the additional allocation, proposed uses of funds, and review and oversight process in detail.



The Board unanimously approved the Finance Committee recommendation and authorized spending an additional \$1.4 million of FY22 funds.

Ms. Pitkow presented and reviewed the draft proposed FY23 financial plan (budget) – including revenues, expenses, and assumptions – and timeline. The Board discussed the budgeted revenues, which are higher than those included in past budgets but still relatively conservative compared to projections for FY22. The Board agreed with this approach.

The Board unanimously voted to present the proposed FY23 financial plan for public comment at the annual Spring Public Meeting scheduled for April 13, 2022. Any public comments will be shared at the April 20, 2022 Board meeting.

#### Governance and Nominating Committee

Councilwoman Porter reported that the committee has not met since the last Board meeting but asked Board members to complete the Board survey.

#### Program Committee

Mr. Reuter and Ms. Asbell reported on the March 12, 2022 Program Committee meeting and the grant application review process. On behalf of the committee, Ms. Asbell presented and reviewed the portfolio of grant awards recommended for Board approval. Of a total of 42 applications requesting \$1,584,968, the Board was asked to approve awards for 31 grants ranging from \$1,300 to \$70,746 and totaling \$754,618. Ms. Asbell and Mr. Reuter also reviewed and discussed the applications that were not awarded funding.

The recommended portfolio of grant awards (attached) was unanimously approved by the Board.

Ms. Asbell, Mr. Reuter, the Program Committee, and the review team were thanked for their work.

#### Strategic Planning Committee

Mr. Goldsmith reported on the March 1, 2022 committee meeting. The committee has been considering potential next steps related to supporting CDCs in the District and the Mount Clare at Carroll Park Commission.

#### Secretary

Mr. Washington stated that there was no business to report to his knowledge.

#### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

#### Other Business

Mr. Washington reviewed the schedule of upcoming meetings.

#### Adjournment

There being no further business or comments, the meeting was adjourned at 8:10 pm.

### **Minutes of the April 13, 2022 Spring Public Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The meeting was held via Zoom screensharing conference call.

Staff in attendance: Brad Rogers, Executive Director; Liz Cornish, Enhanced Services Director; and Erica Pitkow, Deputy Director (recording minutes). Members of the public and others in attendance: Betty Bland-Thomas, South Baltimore Partnership, Sharp-Leadenhall neighborhood; Ethan Cohen, Mayor’s Office, City of Baltimore; Ed Gunts; Marc Kantrowitz, BCRP Middle Branch; David McGill, Union Square neighborhood; and Rich Shores, Barre Circle neighborhood.

Mr. Rogers called the meeting to order at 6:05 pm and presided.

#### Welcome and Overview

Mr. Rogers welcomed and thanked those present for attending and reviewed the meeting agenda.

#### SBGP’s Work and Programs

Mr. Rogers discussed the history and background of SBGP and SBGP’s Strategic Plan and program areas. He reported on SBGP’s recent work and performance as well as future plans. Mr. Rogers also presented on SBGP’s Community Grants, Enhanced Services, and Transformational Projects programs and highlighted projects funded through those programs, the impacts of those projects, and testimonials from grantees and other project partners.

#### Updated SBGP Strategic Plan

Under its Strategic Plan, SBGP works to improve the vitality of its communities for all residents by focusing on three crucial elements of the South Baltimore Gateway Master Plan: Community Development and Revitalization, Environmental

Sustainability, and Health and Wellness. To achieve the agenda laid out in the Strategic Plan, SBGP has established three interrelated program areas: Community Grants, Enhanced Services, and Transformational Projects. Since SBGP's original Strategic Plan was adopted and approved in 2017 and covered a five-year period, the SBGP Board adopted the updated Strategic Plan at its January 2022 meeting.

Mr. Rogers presented SBGP's updated Strategic Plan. Since the original strategic plan was well-conceived and has guided successful programs and impactful work, the existing framework was maintained and updated and finetuned to include new sections on responding compassionately to emergent problems and addressing public safety and education. SBGP's approach to public safety includes the creation, maintenance, and programming of defensible public space as well as criteria for the consideration of funding more traditional approaches to crime prevention as articulated in the plan.

The updated Strategic Plan will be submitted to the Board of Estimates for approval by April 30, 2022.

#### Proposed FY 2023 Financial Plan (Budget)

Mr. Rogers presented SBGP's proposed FY23 Financial Plan (Budget) compared to the FY20, FY21, and FY22 financial plans, including revenues, expenses, and assumptions. Budgeted revenues include a more optimistic but still relatively conservative \$8.0 million from Local Impact Grants and interest income. Mr. Rogers discussed the budgeted program expenses of \$7.0 million and budgeted overhead expenses of \$708,070, which are approximately 91 percent and 9 percent of total expenses, respectively. SBGP has budgeted to reserve \$300,000 to protect against future funding fluctuations, growing its emergency reserves to the original target of \$1.5 million.

Mr. Rogers also reviewed the budget development and approval timeline. The proposed FY23 budget was also provided to the Local Development Council for comment and will be presented to SBGP's Board of Directors for approval at its upcoming meeting scheduled for April 20, 2022. The budget will then be submitted to the Board of Estimates for approval by April 30, 2022.

#### Public Comments

Mr. Rogers invited members of the public and other meeting attendees to provide any additional comments and questions, to which he and others responded.

Rich Shores thanked SBGP and commended it on its work. In response to a question about the increase in budgeted insurance expenses, Mr. Rogers and Ms. Pitkow explained that some of the increase is due to normal annual increases but the majority is related to plans to try to provide either coverage or funds for coverage for small grantees and other partner organizations.

Rich Shores and Betty Bland-Thomas asked about the waterfront and accessibility around Topgolf, the casino, BGE Spring Gardens, and along the Middle Branch. Mr. Rogers and Mr. Cohen discussed efforts to improve wetlands and build a new public park behind the casino, streetscape Warner Street and Stockholm streets, build waterfront trails and connections, and improve accessibility and connection among the waterfront and surrounding area and neighborhoods. Betty Bland-Thomas suggested the effort to reimagine the Inner Harbor could offer best practices and lessons learned.

In response to a question from Marc Kantrowitz, Mr. Rogers discussed Reimagine Middle Branch planning efforts related to traffic calming on Waterview Avenue and clearing the waterfront and other incremental improvements along the Middle Branch Trail.

There were no further comments or questions. Meeting attendees were invited to contact SBGP staff with any additional comments or questions.

### Adjournment

There being no further business, comments or questions, the meeting was adjourned at 7:00 pm.

## **Minutes of the April 20, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The meeting was held via Zoom screensharing conference call.

Board members in attendance: Geof Washington, Chair; Randy Conroy; Fredy Diaz; Diante Edwards, proxy for Sandy Brennan; Neal Friedlander, proxy for Councilman Eric Costello; Quincy Goldsmith; Pastor Alvin Gwynn; Robert Idlett, proxy for Councilwoman Phylcia Porter; Alvin Lee; Nancy Mead; Kelly Quinn; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Jennifer Johnson, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Chris Firehock, proxy for Bill Reuter, and Mark Hooper, South Baltimore Employment Connection Center with the Mayor’s Office of Employment Development.

Mr. Washington called the meeting to order at 6:05 pm and presided. A quorum was present.

### Welcome and Overview

Mr. Washington reviewed highlights of SBGP's work and the meeting agenda.

#### Minutes of the March 16, 2022 Board of Directors Meeting

The minutes of the March 16, 2022 Board of Directors meeting were presented and unanimously approved by the Board. The minutes of the April 13, 2022 Annual Spring Public Meeting were also distributed to the Board.

#### Presentation by the South Baltimore Employment Connection Center with the Mayor's Office of Employment Development

Mr. Hooper introduced himself and provided an overview of the South Baltimore Employment Connection Center, including a history of the center and the services they offer. He then responded to questions from Board members about recruitment efforts, accessing services, customers served, training services, and their budget and staff.

#### Executive Director and Staff Reports

Mr. Rogers provided a hiring update; the three program manager positions have been posted.

Mr. Rogers reported that the first required four-year review of SBGP and the District was recently completed with no issues or concerns. He thanked Councilman Costello and Councilwoman Porter for their assistance in the process.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including Reimagine Middle Branch and related initiatives such as the footbridge design, Black Sox Park strategy, and Middle Branch Marina renovations and programming.

Ms. Cornish provided an Enhanced Services update. She highlighted projects underway and in development, including design work and enhancements for Solo Gibbs Park and Florence Cummins Park, improvements to the Riverside Park gazebo, Battery Avenue lighting, the accessible kayak launch, and the Carroll Park Recreation Center design-build project. She also provided an update on SBGP's waste management strategy, including cleaning efforts, trash cans, illegal dumping, street sweeping, and waste collection. The Board discussed waste management briefly, and Ms. Cornish responded to a few questions.

Ms. Emmanuelle provided a communications and outreach update, including upcoming Keys to Capacity workshops, Reimagine Middle Branch updates, recent media coverage, and the upcoming Board and staff excursion.

Ms. Pitkow reviewed ethics and other Board requirements and outstanding compliance. Financial disclosure filing instructions and reminders will continue to be

provided to those who still need to complete their filing. The filing deadline is May 2, 2022.

## Committee and Officer Reports

### Communications Committee

Mr. Smock reported on the April 6, 2022 committee meeting and reminded Board members to share SBGP news on social media and in their communities.

### Finance Committee

Ms. Whitmer reported on the April 12, 2022 committee meeting, and Ms. Pitkow reviewed the February 2022 financial statements and reports. Mr. Rogers responded to a few questions about the Carroll Park Recreation Center project, including the budget and community input.

The Finance Committee recommended the Board approve the proposed FY23 Financial Plan (Budget). Ms. Pitkow presented SBGP's proposed FY23 budget compared to the FY22 budget, including revenues, expenses, and assumptions. Budgeted revenues include \$8.0 million from Local Impact Grants and interest income. Ms. Whitmer discussed the budgeted revenues, which are higher than those included in past budgets but still relatively conservative compared to projections for FY22. Ms. Pitkow discussed the budgeted program expenses of \$6.2 million and budgeted overhead expenses of \$708,070, which are approximately 91 percent and 9 percent of total expenses, respectively. SBGP has budgeted to reserve \$300,000 to protect against future funding fluctuations. Ms. Pitkow reviewed the budget development and approval timeline. The FY23 budget was also presented at SBGP's annual Spring Public Meeting on April 13, 2022 and provided to the Local Development Council (LDC) for comment. There were no specific comments on the budget at the Spring Public Meeting or from the LDC.

The Board discussed the budget in detail and unanimously voted to approve the proposed FY23 budget. The FY23 budget will be submitted to the Board of Estimates for approval by April 29, 2022.

### Governance and Nominating Committee

Ms. Pitkow reported on the March 31, 2022 committee meeting. Board members were reminded to let her know by May 1, 2022 if they do not plan to continue to serve on the Board next year. Ms. Pitkow reviewed the results of the Board survey that was recently conducted to help assess Board engagement and the effectiveness of current Board operations, understand Board members' interest in leadership positions and committee participation, and identify skills and expertise still needed on the Board. The survey results were overwhelmingly positive. It was noted that the

few less favorable ratings on engagement were accompanied by comments noting that they were due to the member either being relatively new or serving as a proxy.

#### Program Committee

Mr. Reuter reported on the April 4, 2022 committee meeting. The committee agreed to adjust the grant application review timeline to give the committee more time to review applications and the staff more time to prepare for the review meeting.

#### Strategic Planning Committee

Mr. Goldsmith and Mr. Rogers reported on the April 5, 2022 committee meeting and provided a summary of Morgan State University professor Dr. Dale Green's presentation on the work of the Mount Clare at Carroll Park Commission. The committee is considering next steps and expects to present a proposal to the Board regarding the project sometime later this year.

#### Secretary

Mr. Washington stated that there was no business to report to his knowledge.

#### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

#### Other Business

Mr. Washington reviewed the schedule of upcoming meetings. He noted that staff has been exploring possible spaces from which to hold hybrid meetings.

Mr. Goldsmith invited Board members to visit the Southwest Baltimore Charter School and learn about the campus model they hope to augment following the renovation of the Carroll Park Recreation Center.

#### Adjournment

There being no further business or comments, the meeting was adjourned at 7:35 pm.

### **Minutes of the May 18, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership ("SBGP")**

The meeting was held virtually via Zoom.

Board members in attendance: Geof Washington, Chair; Randy Conroy; Veronica Crosby; Diante Edwards, proxy for Sandy Brennan; Chris Firehock, proxy for Bill Reuter; Neal Friedlander, proxy for Councilman Eric Costello; Alvin Lee; Kelly Quinn; and Noah Smock. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Colline Emmanuelle, Communications and Outreach Manager; Jennifer Johnson, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Y'landa Burch, proxy for Veronica Crosby.

Mr. Washington called the meeting to order at 6:10 pm and presided. A quorum was not present.

### Welcome and Overview

Mr. Washington reviewed highlights of SBGP's work and the meeting agenda.

### Executive Director and Staff Reports

Mr. Rogers provided a staffing and hiring update, including the impact of and plans to program increasing revenues. Management is reviewing applications for three new program manager positions and plans to begin interviewing candidates next week. Staff is also assessing workflow/CRM software solutions.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including Reimagine Middle Branch and related initiatives such as the Site 5a wetlands, supplemental funding, the footbridge design, the Westport waterfront park, and youth programming.

Ms. Asbell provided a Community Grants update, including highlights of projects underway. The cycle 9 grant orientation and draw request training were conducted and all grant agreements have been sent out. Ms. Asbell also reported on Keys to Capacity, including registration and attendance numbers and surveys to collect qualitative feedback.

Ms. Emmanuelle provided a communications and outreach update, including upcoming Keys to Capacity workshops, Reimagine Middle Branch updates, recent media coverage, and the recent Board and staff excursion.

Ms. Pitkow reported that all current ethics requirements have been met.

### Committee and Officer Reports

#### Communications Committee



Mr. Smock reported that the committee has not met since the last Board meeting and reminded Board members to share SBGP news on social media and in their communities.

#### Finance Committee

Ms. Pitkow reported on the May 9, 2022 committee meeting and reviewed the March 2022 financial statements and reports.

#### Governance and Nominating Committee

Ms. Pitkow reported that the committee has not met since the last Board meeting. Information about the upcoming Board application cycle will be forthcoming.

#### Program Committee

Ms. Asbell reported that the committee has not met since the last Board meeting. She discussed the upcoming meeting schedule and timeline for the upcoming summer 2022 grant cycle.

#### Strategic Planning Committee

Mr. Rogers reported on the May 3, 2022 committee meeting. The committee continues to consider a potential proposal related to the Mount Clare at Carroll Park Commission initiative. Mr. Rogers is also developing potential strategies to promote homeownership in the District. The CDC operating grant recipients may present at a future Board meeting to discuss the grant experience and their future plans.

#### Secretary

Mr. Washington stated that there was no business to report to his knowledge.

#### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

#### Other Business

Mr. Washington reviewed the schedule of upcoming meetings.

Ms. Emmanuelle reviewed upcoming Board and staff activities, including the Reimagine Middle Branch Public Meeting and ice cream social on June 6, 2022 and the Youth Resiliency Institute's Cherry Hill Arts & Music Festival on July 4, 2022.

## Adjournment

There being no further business or comments, the meeting was adjourned at 7:15 pm.

## **Minutes of the June 15, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The meeting was held virtually via Zoom.

Board members in attendance: Councilwoman Phylicia Porter, Vice Chair; Veronica Crosby; Scott Davis; Neal Friedlander; Quincy Goldsmith; Nancy Mead; Rev. Willie Pack; Kelly Quinn; Bill Reuter; and Noah Smock. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Jennifer Johnson, Operations Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Chris Firehock, proxy for Bill Reuter; Robert Idlett, proxy for Councilwoman Phylicia Porter; Imani Black, Minorities in Aquaculture; Donzell Brown, Environmental Justice Journalism Initiative; and Michael Middleton and Lydia Abel, Cherry Hill Development Corporation.

Councilwoman Porter called the meeting to order at 6:05 pm and presided. A quorum was not present.

## Welcome and Overview

Councilwoman Porter reviewed highlights of SBGP's work and the meeting agenda.

## Guest Presentations

### Middle Branch Marina Renovations and Programming

Mr. Brown and Ms. Black provided overviews of their organizations, the Environmental Justice Journalism Initiative and Minorities in Aquaculture, and discussed plans to renovate space at the Middle Branch Marina to provide community engagement space for aquaculture research, environmental education, workforce development, and cultural education.

### CDC Support

Mr. Middleton discussed the Cherry Hill Development Corporation's (CHDC's) experience with the CDC operating support award from SBGP, including the value of completing the organization's first financial audit. The award enabled CHDC to grow its staff, improve its IT infrastructure, and complete a comprehensive development

planning process for Cherry Hill. Mr. Middleton also discussed ongoing challenges related to funding operations and a larger organization as well as opportunities for future support of CDCs. He discussed prospective development projects CHDC is interested in pursuing, and the importance of a nonprofit doing so since they require subsidies.

In response to questions from the Board, Mr. Rogers and Mr. Middleton discussed technical assistance and capacity building provided as part of the operating support award.

### Executive Director and Staff Reports

Mr. Rogers provided a staffing update, including hiring for three new program manager positions. He welcomed Ms. McDade McLaughlin back from parental leave.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including Reimagine Middle Branch implementation and phasing, revenue generation, parkshed governance, and communications and outreach. A press event was held for the Cherry Hill Arts and Music Festival's 4<sup>th</sup> of July on the Middle Branch celebration. The universally accessible kayak launch was recently installed on the Middle Branch. The Middle Branch Fitness and Wellness Center is nearing completion.

Ms. Cornish provided an update on Enhanced Services and the waste management strategy, including community cleaning and greening grants, an RFP for a larger street sweeping and illegal dumping effort, and operationalizing a waste management plan. Ms. Cornish and Mr. Rogers responded to several questions from the Board regarding the cleaning schedules and plans for different areas.

Ms. Emmanuelle provided a communications and outreach update, including upcoming Keys to Capacity workshops and important dates related to the upcoming Community Grants and Board application cycles. She also shared Reimagine Middle Branch updates and recent media coverage.

### Committee and Officer Reports

#### Communications Committee

Mr. Smock reported that the committee has not met since the last Board meeting.

#### Finance Committee

Mr. Friedlander reported on the June 13, 2022 committee meeting, and Ms. Pitkow reviewed the April 2022 financial statements and reports. Mr. Friedlander noted that revenues have flattened, and the committee has been discussing grant reimbursement documentation requirements.

### Governance and Nominating Committee

Councilwoman Porter reported that the committee has not met since the last Board meeting but is seeking volunteers to help review Board applications. Information about the upcoming Board application cycle was shared.

### Program Committee

Mr. Reuter reported on the June 13, 2022 committee meeting. He discussed the upcoming meeting schedule and timeline and preparation for the summer 2022 grant cycle. Board members were reminded they are expected to participate in at least one grant review per year.

### Strategic Planning Committee

Mr. Goldsmith reported that the committee has not met since the last Board meeting but is in the process of rescheduling and planning for its upcoming meeting.

### Secretary

Mr. Rogers stated that there was no business to report to his knowledge.

### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

### Other Business

Councilwoman Porter reviewed the schedule of upcoming meetings. Other upcoming events and activities in the District were noted.

### Adjournment

There being no further business or comments, the meeting was adjourned at 7:50 pm.

## **Minutes of the July 20, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The hybrid meeting was held at Groundwork Kitchen, 925 Washington Blvd., Baltimore, MD 21230 and via Zoom.

Board members in attendance: Geof Washington, Chair; Ethan Cohen, proxy for Scott Davis; Veronica Crosby; Diante Edwards, proxy for Sandy Brennan; Jasmine Esteve; Quincy Goldsmith; Pastor Alvin Gwynn; Robert Idlett, proxy for Councilwoman Phylcia Porter; Nancy Mead; Rev. Willie Pack; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Ethan Abbott, Transformational Projects Manager; Acacia Asbell, Community Grants Director; Justin Brown, Enhanced Services Manager; Colline Emmanuelle, Communications and Outreach Manager; Lauren McDade McLaughlin, Operations Manager; Erica Pitkow, Deputy Director (recording minutes); and Liz Van Oeveren, Community Grants Manager. Others in attendance: Chris Firehock.

Mr. Washington called the meeting to order at 6:15 pm and presided. A quorum was present.

### Welcome and Overview

Mr. Washington reviewed highlights of SBGP's work and the meeting agenda.

### Minutes of the April 20, 2022; May 18, 2022; and June 15, 2022 Board of Directors Meetings

The minutes of the April 20, 2022; May 18, 2022; and June 15, 2022 Board of Directors meetings were presented and unanimously approved by the Board.

### Executive Director and Staff Reports

Mr. Rogers provided a staffing update. He thanked temporary Operations Manager Jennifer Johnson for her service and introduced new staff members Ethan Abbott, Transformational Projects Manager; Justin Brown, Enhanced Services Manager; and Liz Van Oeveren, Community Grants Manager.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including Reimagine Middle Branch and the Reimagine Middle Branch Plan, which is nearing completion. He provided a summary and background on the initiative to date, including the design team selection, the project brief, centering equity and community input, the design vision, the implementation plan, sources of funding, and future governance of the initiative. The Board discussed the presentation and Mr. Rogers responded to a few questions regarding future governance of the initiative, communications and outreach, and the importance of accessibility, connectivity, transit, and community input.

Ms. Asbell provided an update on Community Grants. She highlighted the progress, impact, and some reported outputs for recent projects and discussed the current Community Grants cycle and upcoming application deadline.

Ms. Emmanuelle provided a communications and outreach update, including a funded event, the upcoming Board and Community Grants application deadlines, and Community Grants capacity building workshops. In response to a question, staff stated that the capacity building workshops are open to organizations working outside the District.

#### Committee and Officer Reports

##### Communications Committee

Mr. Smock reported that the committee has not met since the last Board meeting. The committee's next meeting is scheduled for August 10, 2022. He reminded Board members to share SBGP communications. He also noted that two of the four committee members are term-limited at the end of the year and invited Board members to join the committee.

##### Finance Committee

Ms. Whitmer reported on the July 11, 2022 committee meeting, and Ms. Pitkow reviewed the May 2022 financial statements and reports. The committee is planning to consider cash management and potential low-risk investment options at its upcoming meetings and will report back to the Board.

##### Governance and Nominating Committee

Ms. Pitkow reported that the committee has not met since the last Board meeting but is seeking volunteers to help review Board applications. Information about the upcoming Board application cycle was shared.

##### Program Committee

Mr. Reuter reported on the July 11, 2022 committee meeting. He discussed the upcoming meeting schedule and the timeline and preparation for the summer 2022 Community Grants cycle. Board members were reminded they are expected to participate in at least one grant review per year.

##### Strategic Planning Committee

Mr. Goldsmith reported on the July 5, 2022 committee meeting. The committee continues exploring potential options to fund and support community development projects.

##### Secretary

Ms. Esteve stated that there was no business to report. She encouraged Board members to share the Community Grants application with their communities.

### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

### Other Business

Mr. Washington reviewed the schedule of upcoming meetings. Other upcoming events and activities in the District were noted.

Mr. Abbott will distribute information about the upcoming tour of the Middle Branch Fitness and Wellness Center to those Board members that signed up for the tour. Staff will report on the tour at the next Board meeting.

### Adjournment

There being no further business or comments, the meeting was adjourned at 8:00 pm.

## **Minutes of the August 17, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The hybrid meeting was held at Groundwork Kitchen, 925 Washington Blvd., Baltimore, MD 21230 and via Zoom.

Board members in attendance: Geof Washington, Chair; Scott Davis; Veronica Crosby; Diante Edwards, proxy for Sandy Brennan; Neal Friedlander, proxy for Councilman Eric Costello; Quincy Goldsmith; Pastor Alvin Gwynn; Robert Idlett, proxy for Councilwoman Phylicia Porter; Nancy Mead; Rev. Willie Pack; Kelly Quinn; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Ethan Abbott, Transformational Projects Manager; Acacia Asbell, Community Grants Director; Justin Brown, Enhanced Services Manager; Liz Cornish, Enhanced Services Director; Lauren McDade McLaughlin, Operations Manager; Erica Pitkow, Deputy Director (recording minutes); and Liz Van Oeveren, Community Grants Manager. Others in attendance: Rich Badmington; Kim Lane, Pigtown Main Street; and Tony Scott, Southwest Partnership.

Mr. Washington called the meeting to order at 6:15 pm and presided. A quorum was present.

### Welcome and Overview

Mr. Washington reviewed highlights of SBGP’s work and the meeting agenda.

## Minutes of the July 20, 2022 Board of Directors Meeting

The minutes of the July 20, 2022 Board of Directors meeting were presented and approved by the Board. Mr. Davis abstained since he was absent from the last meeting.

### Pigtown CDC Support

Mr. Scott and Ms. Lane discussed the Southwest Partnership's and Pigtown Main Streets' experience with the CDC operating support award from SBGP, including the value of the program, areas for improvement, and opportunities for future support of CDCs.

Mr. Rogers noted that SBGP is hoping to have a proposal for future support of CDCs for Board consideration by the end of the calendar year.

### Executive Director and Staff Reports

Mr. Rogers provided an update on Board committees, chairs, and succession planning. Since three Board members are term-limited at the end of the calendar year, Ms. Mead will be taking over as Treasurer and Finance Committee Chair, Mr. Smock will be taking over as Program Committee Chair, and the Communications Committee is seeking a new chair and members in 2023.

Mr. Rogers reported that SBGP has been seeking new software to assist with workflow processes, including project and vendor intake, payment requests, and contracting monitoring. Working with an IT consultant, SBGP has narrowed the options down to two finalists, expects to make a decision soon, and then to spend the next several months implementing the selected software.

Mr. Rogers provided an update on SBGP's office space. SBGP's co-working space provider has decided to move on from providing coworking space and will be leaving City Garage when its lease ends in February 2023. However, SBGP will be able to lease its space directly from the new owner of City Garage at similar terms. Details will be finalized towards the end of the calendar year.

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including supporting Lakeland, a native plant nursery, and upcoming grant applications for Reimagine Middle Branch. FEMA is holding a press conference to announce the next cycle of BRIC funding at MedStar Harbor Hospital, the site of SBGP's project that is expected to be funded through BRIC, and has asked SBGP to speak.

Ms. Cornish provided updates on Enhanced Services, including the South Baltimore Gateway Sports Network, Pigtown branding and traffic calming, projects in Federal Hill and Riverside, the waste management initiative, and event sponsorships. A site



visit with the Baltimore Urban Baseball Association is scheduled for August 24, 2022. A tour of the Middle Branch Fitness and Wellness Center was held, and the center is scheduled to open in the fall (the exact date is still to be determined). The Carroll Park Recreation Center renovation is moving forward, and a public meeting is being scheduled for late September or early October. As a result of a student advocacy campaign, SBGP is exploring options for improvements to and replacement of the Carroll Park playground.

Ms. Pitkow provided communications and outreach updates, including the upcoming Community Grants application deadline, Community Grants workshops, and an RFP for Black Sox Park issued by the Parks & People Foundation. The public comment period on SBGP Board applicants is open.

Ms. Pitkow reviewed ethics requirements and outstanding compliance.

### Committee and Officer Reports

#### Communications Committee

Mr. Smock reported on the August 10, 2022 committee meeting. The committee is seeking new members, so he discussed committee responsibilities.

#### Finance Committee

Ms. Whitmer reported on the August 8, 2022 committee meeting, and Ms. Pitkow reviewed the June 2022 financial statements and reports as well as the plan for the FY22 revenue shortfall. Ms. Whitmer reported that SBGP is changing its checking account to an interest-bearing checking account, and the committee is exploring other cash management and potential low-risk investment options.

#### Governance and Nominating Committee

Ms. Pitkow reported on the August 9, 2022 Board application review and unconscious bias training. Information about the Board application cycle and timeline was shared, including the list of Board applicants.

#### Program Committee

Mr. Reuter reported that the committee has not met since the last Board meeting. He shared information and the timeline for the upcoming Community Grants application review process.

#### Strategic Planning Committee

Mr. Goldsmith reported on the August 2, 2022 committee meeting. Mr. Rogers reported that the committee continues considering how to support community development work in the District and is working collaboratively with the Mayor's Office to develop a unified system of strategies to address critical housing and development issues.

#### Secretary

Mr. Washington stated that there was no business to report to his knowledge.

#### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

#### Other Business

Mr. Washington reviewed the schedule of upcoming meetings.

#### Adjournment

There being no further business or comments, the meeting was adjourned at 7:50 pm.

### **Minutes of the September 21, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership ("SBGP")**

The hybrid meeting was held at Groundwork Kitchen, 925 Washington Blvd., Baltimore, MD 21230 and via Zoom.

Board members in attendance: Geof Washington, Chair; Randy Conroy; Veronica Crosby; Diante Edwards, proxy for Sandy Brennan; Chris Firehock, proxy for Scott Davis; Jasmine Esteve; Quincy Goldsmith; Alvin Lee; Nancy Mead; Councilwoman Phylcia Porter; and Bill Reuter. SBGP staff members in attendance: Brad Rogers, Executive Director; Ethan Abbott, Transformational Projects Manager; Acacia Asbell, Community Grants Director; Justin Brown, Enhanced Services Manager; Colline Emmanuelle, Communications and Outreach Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Guest in attendance: Pamela Gray, SB & Company.

Mr. Washington called the meeting to order at 6:10 pm and presided. A quorum was present.

#### Welcome and Overview

Mr. Washington reviewed highlights of SBGP's work and the meeting agenda.

#### Minutes of the August 17, 2022 Board of Directors Meeting

The minutes of the August 17, 2022 Board of Directors meeting were presented and unanimously approved by the Board.

#### Report of Independent Public Accountants for the Year Ended June 30, 2022

Ms. Gray, the audit engagement partner from SB & Company, presented and reviewed the audit results, Financial Statements Together with Report of Independent Public Accountant for the Year Ended June 30, 2022, and required communications. SB & Company issued an unmodified (clean) opinion on the financial statements, did not discover any instances of fraud or material weakness in internal controls, received full cooperation from management, and assessed the control environment to be effective in all areas. SB & Company recommends that SBGP review its organizational policies at least once every one to two years moving forward and that each policy indicates the date last reviewed even if no revisions were made.

The Board accepted the FY22 audit report.

#### Executive Director and Staff Reports

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including waste management efforts, BCRP's Middle Branch Fitness and Wellness Center ribbon cutting scheduled for October 24, and the Patapsco Delta Project and a National Oceanic and Atmospheric Administration (NOAA) Transformational Habitat Restoration and Coastal Resilience Grants application for \$10 million.

Ms. Emmanuelle provided communications and outreach updates, including the upcoming Community Grants awards announcement, Community Grants workshops, Clean and Green Grants, and the public input meeting for the Carroll Park Recreation Center. She and Mr. Abbott provided updates on Reimagine Middle Branch communications, outreach, and engagement. Mr. Abbott also discussed the broader project timeline, and staff responded to questions and comments from the Board related to feedback on engagement efforts.

Ms. Pitkow reviewed ethics requirements and outstanding compliance.

#### Committee and Officer Reports

##### Communications Committee

Ms. Pitkow reported that the committee has not met since the last Board meeting.

### Finance Committee

Ms. Pitkow reported on the September 12, 2022 committee meeting and reviewed the July 2022 financial statements and reports. She and Mr. Conroy provided a cash management update. Based on a 12-month cash flow forecast, the committee plans to recommend investing approximately \$8 million in treasuries and government-backed securities since interest rates are going up. These low-risk investments would earn approximately 4% interest or \$300,000 per year. The committee plans to present an investment policy and proposal at the next Board meeting.

### Governance and Nominating Committee

Councilwoman Porter reported that the committee has not met since the last Board meeting. She and Ms. Pitkow provided an update on the Board application review and nomination process and timeline. The review team has completed its review of all applications and will conduct applicant interviews in early October before nominating a slate of four candidates for appointment to and by the Board at the October 2022 Board meeting.

Mr. Firehock noted that the LDC is also seeking members.

### Program Committee

Mr. Reuter reported on the August 22, 2022 and September 17, 2022 committee meetings and the grant application review process. On behalf of the committee, Ms. Asbell presented and reviewed the portfolio of grant awards recommended for Board approval. Of a total of 32 applications requesting \$1,668,405, the Board was asked to approve awards for 11 grants ranging from \$2,000 to \$75,000 and totaling \$346,735. Ms. Asbell also reviewed and discussed the geographic distribution of the awards and the applications that were not awarded funding.

The Board had an in-depth discussion of the increase in large grant applications and the review and selection process, including common issues with applications. SBGP will provide feedback to applicants not awarded funding, will work to solicit more spark and small grant applications in the future, and is considering expanding its Community Grants workshops. The Program Committee will discuss issues with the applications and consider any changes as appropriate.

The recommended portfolio of grant awards (attached) was unanimously approved by the Board.

Ms. Asbell, Mr. Reuter, the Program Committee, and the review team were thanked for their work.

### Strategic Planning Committee

Mr. Goldsmith reported on the September 6, 2022 committee meeting, and he and Mr. Rogers provided background on the \$3.5 million Community Development Fund proposal, including how it aligns with SBGP's Strategic Plan and focus on community development and revitalization. After exploring and considering various approaches over the past several months and years, the committee proposes to collaborate with the Mayor's Office to create a Community Development Fund to address vacancy, preserve affordability, support legacy homeowners, and attract investment that furthers neighborhood plans and aspirations. The proposal would provide funding and staffing support to allow nonprofit CDCs, private developers collaborating with nonprofit community partners, and City agencies to rapidly move projects forward. Specifically, it would help expand DHCD capacity for code enforcement against nuisance properties, expand DHCD capacity for rapid acquisition and disposition of nuisance properties, support development or legacy homeowner projects via grants/loans to nonprofits and government agencies, and provide full-time SBGP staffing and expertise. Mr. Rogers discussed major risks of the project as well as the budget and approximate timeline.

The Board had an in-depth discussion of the proposal, including SBGP's past support of community development and revitalization, eligible organizations, and access to the fund. The Board also discussed the proposed budget, including the portion proposed for development subsidy, potential project types, and potential phasing of the funding. Issues to consider in further developing the project if it is approved were noted such as the process, oversight, and metrics.

Further consideration of the proposal was tabled until the October 2022 Board meeting.

### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

### Other Business

Mr. Washington reviewed the schedule of upcoming meetings. Staff is developing the calendar of 2023 Board and committee meetings. An informal breakfast social for the board and staff is scheduled for October 26, 2022.

### Adjournment

There being no further business or comments, the meeting was adjourned at 8:20 pm.

**Minutes of the October 19, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The hybrid meeting was held at Groundwork Kitchen, 925 Washington Blvd., Baltimore, MD 21230 and via Zoom.

Board members in attendance: Geof Washington, Chair; Diante Edwards, proxy for Sandy Brennan; Chris Firehock, proxy for Scott Davis; Neal Friedlander, proxy for Councilman Eric Costello; Quincy Goldsmith; Nancy Mead; Robert Idlett, proxy for Councilwoman Phylcia Porter; Kelly Quinn; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Ethan Abbott, Transformational Projects Manager; Liz Van Oeveren, Community Grants Manager; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Ethan Cohen, Mayor’s Office.

Mr. Washington called the meeting to order at 6:15 pm and presided. A quorum was present.

Welcome and Overview

Mr. Washington reviewed highlights of SBGP’s work and the meeting agenda.

Minutes of the September 21, 2022 Board of Directors Meeting

The minutes of the September 21, 2022 Board of Directors meeting were presented and unanimously approved by the Board.

Executive Director and Staff Reports

Mr. Rogers and the Board remembered the life of former founding Board member Walt Ettinger who recently passed away.

Mr. Rogers provided a staffing update. Justin Brown no longer works at SBGP, and SBGP is advertising for a new Enhanced Services Manager.

Mr. Rogers provided updates on SBGP’s program work and Transformational Projects, including the Middle Branch Resiliency Initiative (MBRI) press conference.

Ms. Cornish provided updates on Enhanced Services and highlighted several projects. MCN Build and JRS Architects – as a team MCN|JRS – was selected as the design-build team for the renovation and reopening of the Carroll Park Recreation Center. A community input meeting is scheduled for October 26, 2022, and a community input survey is being conducted. SBGP is reviewing responses to the

waste management RFP, and the new Clean and Green Grants are open. SGBP is in the process of finalizing an RFQ for improvements to Conway Street Park. The timeline for the Battery Avenue lighting was discussed.

Ms. Emmanuelle provided communications and outreach updates, including the upcoming Community Grants awards announcement, Community Grants workshops, Reimagine Middle Branch plan engagement, and MBRI media coverage. The Middle Branch Fitness and Wellness Center ribbon cutting ceremony and community celebration are scheduled for November 9 and November 12, 2022, respectively.

Ms. Pitkow reviewed ethics requirements and outstanding compliance.

### Committee and Officer Reports

#### Communications Committee

Mr. Smock reported on the October 12, 2022 committee meeting and thanked Ms. Quinn and Mr. Edwards for joining. The committee is looking for a new chair to begin serving in 2023.

#### Finance Committee

Ms. Whitmer reported on the October 11, 2022 committee meeting and provided a cash management update. Ms. Pitkow reviewed the August 2022 financial statements and reports and presented the investment policy and proposal. Based on a conservative cash flow forecast, the committee recommends investing \$8 million (initially with the ability to increase the portfolio balance as appropriate) in a 'Passive Ultra-Short U.S. Treasury' strategy. Key statistics for a sample portfolio as of October 13, 2022 were reviewed.

The Board discussed the policy and proposal, including revenue projections. The committee will continue to monitor performance and consider its cash management strategy as appropriate.

The Board unanimously approved the investment policy, the delegation of authority in opening and servicing the investment portfolio, and an \$8 million initial investment with the Finance Committee authorized to increase that investment as appropriate.

#### Governance and Nominating Committee

Ms. Pitkow reported on the October 3, October 10, and October 17, 2022 committee meetings and provided an update on the Board application process. The application for four new Board members to begin serving effective January 1, 2023 opened on July 1, 2022 and closed on August 15, 2022. SBGP received nine applications, and the

list of applicants was posted on the SBGP website for public comments. The application review team completed the review process (Board members were invited and encouraged to volunteer to help). The nine applications were reviewed compared to the established criteria and Board composition requirements. Of the nine applicants reviewed, nine were selected for interviews, of which four were nominated for appointment to the SBGP Board. Since SBGP received more qualified applicants than it has open Board seats, staff will be working to connect existing Board members with applicants as proxies. Ms. Pitkow presented the slate of four nominees to the SBGP Board: Julian Diante Edwards, Karin Lundquist, Jill Donaldson, and Richards (Rich) Badmington.

The appointments of Julian Diante Edwards, Karin Lundquist, Jill Donaldson, and Richards (Rich) Badmington effective January 1, 2023 were approved by the Board. Mr. Edwards recused himself from the topic and vote.

Ms. Pitkow stated that in accordance with the bylaws, the Board shall select from among its members individuals to serve as Vice Chair, Treasurer, and Secretary during the final meeting of each calendar year. Ms. Porter and Ms. Esteve are interested in continuing to serve as Vice Chair and Secretary, respectively. Ms. Whitmer is term-limited, but Ms. Mead is interested in serving as Treasurer.

The Board voted to select Ms. Porter, Ms. Mead, and Ms. Esteve to serve as Vice Chair, Treasurer, and Secretary, respectively. Ms. Mead recused herself.

#### Program Committee

Mr. Reuter reported that the committee has not met since the last Board meeting.

#### Strategic Planning Committee

Mr. Goldsmith reported on the October 4, 2022 committee meeting, and he and Mr. Rogers provided background on the \$3.5 million Community Development Fund proposal, including how it aligns with SBGP's Strategic Plan and focus on community development and revitalization as well as changes since the last meeting. After exploring and considering various approaches over the past several months and years, the committee proposes to collaborate with the Mayor's Office to create a Community Development Fund to address vacant and nuisance properties, preserve affordability, support legacy homeowners, and attract investment that furthers neighborhood plans and aspirations. Mr. Rogers discussed SBGP's role as well as the budget and approximate timeline. SBGP would invest \$3.5 million over three fiscal years and leverage \$1.5 million in other funds for a total project budget of \$5.0 million. Under the proposed timeline, the project would expire after three years. Annually, the Board would have the opportunity to add funds, remove funds, or terminate the project.



The Board had an in-depth discussion of the proposal, including the budget, oversight, and timeline.

The Board unanimously voted to approve \$3.5 million for a Community Development Fund, including \$1.5 million of FY23 funds, \$1.0 million of FY24 funds, and \$1.0 million of FY25 funds.

### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

### Other Business

Mr. Washington reviewed the schedule of upcoming meetings. The calendar of 2023 Board and committee meetings has been distributed. An informal breakfast social for the board and staff is scheduled for October 26, 2022.

### Adjournment

There being no further business or comments, the meeting was adjourned at 8:00 pm.

## **Minutes of the November 16, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The hybrid meeting was held at Groundwork Kitchen, 925 Washington Blvd., Baltimore, MD 21230 and via Zoom.

Board members in attendance: Geof Washington, Chair; Randy Conroy; Diante Edwards, proxy for Sandy Brennan; Chris Firehock, proxy for Scott Davis; Neal Friedlander, proxy for Councilman Eric Costello; Quincy Goldsmith; Alvin Lee; Nancy Mead; Robert Idlett, proxy for Councilwoman Phylicia Porter; Kelly Quinn; Bill Reuter; Noah Smock; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Ethan Abbott, Transformational Projects Manager; Acacia Asbell, Community Grants Director; Liz Van Oeveren, Community Grants Manager; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Marc Broady; MAG Partners; Richards (Rich) Badmington; Austin Firehock; and Lisa Hodges-Hiken, Westport CEDC.

Mr. Washington called the meeting to order at 6:05 pm and presided. A quorum was present.

## Welcome and Overview

Mr. Washington reviewed highlights of SBGP's work and the meeting agenda.

## Minutes of the October 19, 2022 Board of Directors Meeting

The minutes of the October 19, 2022 Board of Directors meeting were presented and unanimously approved by the Board.

## SB7 Presentation

Mr. Broady presented on the SB7 Coalition, including an overview of the organization, the Community Benefits Agreement, and the Board, of which he is a member. The organization is in the process of hiring its first Executive Director. Mr. Broady responded to a few questions about funding and areas for potential collaboration.

## Westport CEDC Operating Support

Ms. Hodges-Hiken presented on Westport Community Economic Development Corporation's experience with the CDC operating support award from SBGP, including the value of the program, areas for improvement, and opportunities for future support of CDCs. She responded to a few questions about Westport Community Economic Development Corporation's residential development work.

## Executive Director and Staff Reports

Mr. Rogers provided updates on SBGP's program work and Transformational Projects, including the Middle Branch Fitness and Wellness Center ribbon cutting and community celebration. He also let the Board know that several staff members have been sick, but everyone is recovering and catching up on work.

Ms. Asbell provided updates on Community Grants, including information about projects, events, and participants. She also highlighted several projects and important dates for the upcoming Winter 2023 Community Grants cycle.

Ms. Emmanuelle provided communications and outreach updates, including Reimagine Middle Branch plan engagement and next steps, recent media coverage, the Enhanced Services Program Manager job posting, grant opportunities, and upcoming Community Grants workshops.

Ms. Pitkow reviewed ethics requirements and outstanding compliance.

## Committee and Officer Reports

### Communications Committee

Mr. Smock reported that the committee has not met since the last Board meeting. The committee is looking for a new chair to begin serving in 2023.

#### Finance Committee

Ms. Whitmer reported on the November 14, 2022 committee meeting and provided a cash management update. She also noted that the committee reviewed and approved updates to SBGP's Payment Policies and Procedures; there were no substantive changes. Ms. Pitkow reviewed the September 2022 financial statements and reports and provided an update on the investment account, which was opened since the last Board meeting.

#### Governance and Nominating Committee

Ms. Pitkow reported that the committee has not met since the last Board meeting. All Board applicants have been informed of the application decisions.

#### Program Committee

Mr. Reuter reported on the November 14, 2022 committee meeting and the dates for the upcoming Winter 2023 Community Grants cycle.

#### Strategic Planning Committee

Mr. Goldsmith reported on the November 1, 2022 committee meeting and discussed the activation of parks, including the Mt. Clare at Carroll Park Commission's Emancipation Day event. Mr. Rogers provided an update on the \$3.5 million community development fund. The committee is working to clarify program criteria for the creation of a program manual as well as the responsibilities for the Community Development Program Manager.

Mr. Firehock provided updates on the City's related efforts, including funding for residential renovations in Cherry Hill and Westport.

#### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

#### Other Business

Mr. Washington reviewed the schedule of upcoming meetings. The December 2022 Board meeting was rescheduled to December 14. The calendar of 2023 Board and committee meetings has been distributed.

In response to a request, Mr. Rogers provided an update on the potential Maglev project in South Baltimore.

### Adjournment

There being no further business or comments, the meeting was adjourned at 7:50 pm.

## **Minutes of the December 14, 2022 Board of Directors Meeting for the South Baltimore Gateway Community Impact District Management Authority dba South Baltimore Gateway Partnership (“SBGP”)**

The hybrid meeting was held at Groundwork Kitchen, 925 Washington Blvd., Baltimore, MD 21230 and by Zoom.

Board members in attendance: Geof Washington, Chair; Veronica Crosby; Diante Edwards, proxy for Sandy Brennan; Chris Firehock, proxy for Scott Davis; Neal Friedlander, proxy for Councilman Eric Costello; Quincy Goldsmith; Alvin Lee; Kelly Quinn; Bill Reuter; and Beth Whitmer. SBGP staff members in attendance: Brad Rogers, Executive Director; Acacia Asbell, Community Grants Director; Liz Van Oeveren, Community Grants Manager; Liz Cornish, Enhanced Services Director; Colline Emmanuelle, Communications and Outreach Manager; Lauren McDade McLaughlin, Operations Manager; and Erica Pitkow, Deputy Director (recording minutes). Others in attendance: Richards (Rich) Badmington; Jill Donaldson; and Karin Lundquist.

Mr. Washington called the meeting to order at 6:20 pm and presided. A quorum was not present.

### Welcome and Overview

Mr. Washington reviewed highlights of SBGP’s work and the meeting agenda. Meeting attendees introduced themselves.

### Executive Director’s and Staff’s Year-end Review

Staff members discussed their areas of responsibility and presented highlights and accomplishments from their work over the last year. Ms. Asbell and Ms. Van Oeveren presented on Community Grants, Ms. Cornish discussed Enhanced Services, Ms. Emmanuelle presented on communications and outreach, Ms. McDade McLaughlin and Ms. Pitkow discussed operations, and Mr. Rogers presented on Transformational Projects.

Mr. Rogers reflected on the last year, the upcoming year, and the context in which SBGP works. He thanked the Board and the staff for their service and dedication over the last year.

Mr. Washington made some remarks and thanked the Board and staff.

### Public Comments

There were no comments or questions from members of the public or other meeting attendees.

### Other Business

The October 2022 financial statements and reports were provided by email.

Mr. Washington reviewed the schedule of upcoming meetings. The calendar of 2023 Board and committee meetings has been distributed.

### Adjournment

There being no further business or comments, the meeting was adjourned at 7:55 pm.