

Minutes of the July 17, 2024, 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 City Garage, 101 W. Dickman Street, Suite 1000, Baltimore, MD 21230 and by Zoom.

Board members in attendance: Councilwoman Phylicia Porter, Vice Chair; Rich Badmington; Brittany Banks; Veronica Crosby; Jill Donaldson; Jasmine Esteve; Chris Firehock; Quinn Fowler; Pastor Alvin Gwynn; Karin Lundquist; Nancy Mead; Rev. Willie Pack; Kelly Quinn; Bill Reuter, proxy for Quincy Goldsmith; Noah Smock; and Angela Smothers. SBGP staff members in attendance: Brad Rogers, Executive Director; Ethan Abbott, Reimagine Middle Branch Manager; Liz Cornish, Deputy Director of Programs; Colline Emmanuelle, Senior Communications and Outreach Manager; Neal Friedlander, Senior Community Development Manager; Jeff La Noue, Enhanced Services Manager; Erica Pitkow, Deputy Director of Operations (recording minutes); and Samantha Rose, Senior Restoration Manager. Other attendee: Jim Longenecker, SBGP consultant.

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

Welcome and Overview

Councilwoman Porter highlighted the meeting agenda. Board and staff members introduced themselves.

Minutes of the April 17, 2024, May 15, 2024, and June 12, 2024, Board of Directors Meetings

The minutes of the April 17, 2024, May 15, 2024, and June 12, 2024, Board of Directors meetings were presented. The April 17, 2024, and May 15, 2024, minutes were unanimously approved by the Board, and the June 12, 2024, minutes were approved by the Board. Ms. Quinn and Mr. Smock abstained from voting on the June 12, 2024, minutes.

Executive Director and Staff Reports

Mr. Rogers provided staffing updates. He reviewed the evolution of the organizational chart, including current open positions, the status of hiring for them, and plans for additional positions.

Mr. Rogers discussed the resolution to commit MBRI long-term endowment funds. SBGP has been planning for an endowment to fund long-term maintenance of the MBRI wetlands and expects to receive the first payment toward the endowment soon. SBGP will segregate the funds in a money market account in the short term and assess whether there are better long-term management options for these funds. SBGP’s accountants recommend classifying the funds as committed, and unavailable for any other use without Board action, like the emergency reserves. The resolution was approved by the Board. Ms. Donaldson abstained from voting on the resolution.

Ms. Cornish and Mr. La Noue provided Enhanced Services updates and highlighted several projects. The anticipated completion date for the Carroll Park Recreation Center is July 31, 2024, with a ribbon-cutting being planned for August 2024. Other capital projects underway include design work for Conway Street Park, Florence Cummins Park, and the Paca Street Park pavilion as well as pre-development work for a Ripken field in Carroll Park and the Carroll Park Recreation Center courtyard. Staff are developing an RFP

for waste management services and pursuing additional funding. The 8th Annual Cherry Hill Arts & Music Waterfront Festival was very successful. SBGP continues to fund landscaping and other improvements for Federal Hill Main Street and Pigtown Main Street. Staff responded to a few questions from the Board and discussed how projects are developed and selected, the waste management strategy and scope, the impact of greening and traffic calming, and the funding relationships with main streets.

Ms. Emmanuelle provided communications and outreach updates, including on the Community Grants cycle and Support Sessions, the Board application cycle, and recent press coverage. SBGP is reviewing the 50 submissions in response to the RFQ for website development services. Mr. Abbott discussed the ongoing Boat Around the Middle Branch public tours and the upcoming Splish Splash! event.

Ms. Pitkow reviewed ethics requirements and outstanding compliance.

Committee and Officer Reports

Governance and Nominating Committee

Councilwoman Porter reported that the committee has not met since the last Board meeting. She shared information and the timeline for the upcoming Board application cycle and requested Board volunteers to help review applications. Mr. Smock volunteered.

Communications Committee

Mr. Badmington reported that the committee has not met since the last Board meeting. He noted Ms. Emmanuelle's update on the RFQ for website development services earlier in the meeting.

Finance Committee

Ms. Mead reported on the June 13, 2024, and July 11, 2024, committee meetings. Ms. Pitkow reviewed the May 2024 financial statements and reports and presented a proposed plan for projected FY24 excess funds and rollover on behalf of the committee. She reviewed the proposed uses of those funds for overhead and program expenses. The proposed plan was discussed and accepted by the Board.

Ms. Pitkow provided an update on the ACH payment fraud. The bank investigation is ongoing and insurance claims were submitted and are pending review. SBGP's auditors were informed and indicated that SBGP has already taken the appropriate steps to remediate the situation and that it is not material from a financial statement perspective and does not need to be disclosed.

Ms. Pitkow discussed proposed changes to SBGP's signing authority procedures due to the increased volume of work and expanded staff. The default signing procedures would remain the same, however, SBGP proposes that the Deputy Director of Operations also be authorized to sign contracts and addenda and that the Deputy Director of Programs be authorized to sign draw requests and checks. The Board expressed support for the proposed changes.

Program Committee

Mr. Smock reported on the July 1, 2024, committee meeting and provided updates on the Community Grants application cycle. Board members were encouraged to help with the review process. Ms. Banks volunteered.

Strategic Planning Committee

Mr. Rogers reported on the July 2, 2024, committee meeting.

SBGP recently applied to Maryland DHCD for \$3 million in Project CORE funds for the Westport Waterfront Park. SBGP has been asked to provide a resolution authorizing it to apply for and accept the funds. This is identical to past resolutions for Maryland DHCD funding awards. The Westport Waterfront Park funding resolution was unanimously approved by the Board.

Mr. Rogers reported on a Community Development Fund grant award to the Mt. Winans Community Association. SBGP received an application for the project, which went through the third-party review process and was then reviewed and approved by the committee. He discussed how the project – predevelopment funding for Mt. Winans Meadow at 2400 Harmon Avenue, the site of a former school building – fits within SBGP’s approach and the strategic value. SBGP will make a \$216,810 grant in two phases. Mt. Winans Community Association is partnering with developer Community Wealth Builders on the project to develop sixty 1,900 square foot, three-story townhomes and a 5,000 square foot community center. Mr. Rogers responded to some general questions related to the Community Development Fund.

Public Comments

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

Other Business

Councilwoman Porter reviewed the upcoming Middle Branch Boat Tour site visit and the schedule of upcoming meetings.

Adjournment

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