



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday September 11, 2025

Cambridge City Council Chambers

CALL TO ORDER, ROLL CALL & CONFIRMATION OF QUORUM

A regular meeting of the Board of Directors (the "Board") of Cambridge Waterfront Development, Inc., a Maryland Non- Stock Corporation (the "CWDI" or "Corporation"), was held on September 11, 2025, at the Cambridge City Council Chambers. The Open Meeting was called to order at 4:02pm.

Board Members in attendance at the meeting included Angie Hengst, Frank Narr, and Tim Crosby, along with local officials Glen Steckman, City Manager, Jerry Jones, County Manger. Michael Frenz, Gaver Nichols, and Natalie Chabot participated electronically.

Community Guests: Sharon Smith, Doug Schuetz, and Donald Park

Ms. Angie Hengst took the roll call and confirmed a quorum was present.

APPROVAL OF AGENDA

A motion was made and seconded to accept and approve the agenda with Frank Narr's addition of "board action needed" next to the financial statement for July TYD Financial Statements Thru July. Crosby/Chabot (6/0)

APPROVAL OF August 19, 2025, BOARD MEETING MINUTES

A motion was made, seconded, and duly carried to approve the minutes. Narr/ Crosby (6/0)

OUTREACH AND COMMUNICATIONS COMMITTEE (OCC) -Hengst

Signage. Ms. Chabot reported that several trash free park signs have been installed around the Promenade and in the Park area. Additional future sign placement has been identified. Those will be installed once the promenade work has been completed in the fall. CWDI will need to educate and encourage the public to take trash with them when leaving the park. Mr. Narr asked if the city-owned trash can at the end of the boat ramp could be removed. Mr. Steckman promised to take a look at the location and consider the request.

Partner Meeting Recap. Ms. Hengst discussed the 'Partner meeting' held at the County Office Building August 27, 2025, with the city and county elected officials. The board presented to city and county council members. She reported that the dialogue went well and was productive to the project moving forward. All expressed a willingness to work together.

Public Info Request. Ms. Hengst suggested that if the public would like to obtain project related documentation, it would be best to go directly to the source of the document(s) to honor the integrity of the data.

FINANCE COMMITTEE -Narr

Mr. Narr presented the YTD Financials statement through July for CWDI and CWDI Holdings. The Finance Committee is still projecting a \$40,000 surplus for the year. Those funds are projected to be used for the operating entity (CWDI) in 2026, which would enable the board to hire a full-time staff person.

A motion was made, seconded and carried to accept the financials through the end of July.
Narr/Crosby (7/0)

Mr. Narr noted that the City and County continue to receive the Property Sales Proceeds Report and were sent the one for August.

Mr. Narr presented the August/September expenditure report. A motion was made, seconded and duly carried to approve the expenditures for the month. Narr/Crosby (6/0)

PLANNING COMMITTEE -Crosby

Hotel Update. Mr. Crosby reported the committee is moving forward with negotiations with the hotelier. The committee is also working on updating the prior draft contract to include the proposed hotel 'flag' and brand type as an integral part of the agreement. The two flags currently being considered are Marriott and Hilton. Members are encouraged by these discussions with the hotelier, and the goal is to have these items completed and to reach an agreement by the end of October. Frank Narr added there is a provision in the original transfer agreement, which states before the sale of any property, (specifically that of the former wharf property), there must be a current (within the last three years) appraisal. The board plans to pursue a waiver from MDOT for phase one, the hotel piece, since there was a current appraisal when negotiations started with the developer. A meeting is scheduled with MDOT on the following Tuesday to possibly resolve this issue.

Zoning Overlay. Mr. Crosby reported that meetings with city planner Brian Herrmann have resumed. The goal remains to have this process completed by October 30th and to receive approval from the city by the end of the year.

Commercial Broker RFP Status. Mr. Crosby reported that the RFP draft was completed early and is on the meeting agenda for discussion and approval. The plan is to release the RFP by the end of September. Angie opened the floor for comments before voting on the draft. She also noted that upon board approval the RFP will be sent to city and county officials for their awareness and comments before its release.

A motion was made, seconded and carried to approve the draft RFP. Narr/Crosby (6/0)

Yacht Maintenance. Mr. Crosby reported work is progressing on the expansion of the business, which includes a new, large travel lift. (pictures included in the packet)

Promenade Update. Frank Narr reported most of the pavers are in place as of today and the promenade is to be completed by the end of month. (pictures in packet) The landscaping is to be done by the end of November.

EXECUTIVE COMMITTEE -Hengst

Fishing Pier Letter of Support Angie Hengst sent board members a draft letter to be sent to the Maryland Department of Natural Resources Secretary Kurtz. The communication will be a joint effort between the County, City, and CWDI recommending and supporting the location of the new pier on the '50-yard line' of the proposed park section of Cambridge Harbor. Upon approval from CWDI, it will be sent to City and County for approval and signature. Frank asked if the City and the County would also provide a resolution. Both managers agreed.

A motion was made, seconded and carried to approve the draft letter Crosby/Narr (5/0)

CAO: Angie Hengst stated the job announcement for the new Chief Administrative Officer, (CAO) was advertised through end of August. The board received applications and had interviews. The board hopes to hire a candidate within the next month or so.

Meeting with DHCD Secretary Day. Ms. Hengst reported that a meeting was held with the Maryland Department of Housing & Community Development Secretary Jake Day, and it went well. Board members provided an update on the project, the progress over the last nine months, current initiatives, future plans and funding needs. The secretary seemed positive, providing feedback and suggestions.

Richardson Maritime Museum. Angie Hengst announced that the annual Boat Yard Bash would be hosted by the Richardson Maritime Museum on Saturday, October 4th.

PUBLIC Q&A

Ms. Hengst opened the floor to public comment/questions for a period of about 15 minutes.

Questions/Comments noted:

Sharon Smith:

- *When was the meeting held with Secretary Day?*
- *What is the length of the pier?*
- *Has it been considered that industrial activity at Yacht Maintenance that will disturb the hotel?*

Allison Kennedy:

- *Where is the overlay district work outlined?*

Doug Schuetz

- *Brokers will take the Cambridge Harbor plans out to developers? Timeline?*
- *When does the TIF come into play and who is involved?*

NEW BUSINESS/BOARD MEMBER OPEN COMMENTS

No new business or Board Member comments.

OPEN MEETING ADJOURNMENT AND RETURN TO CLOSED SESSION

There being no additional discussion, the open meeting was adjourned at 5:31 pm. A motion was made to begin Closed Session, seconded and duly carried. (5/0)

Next board meeting scheduled for October 16, 2025, at Cambridge City Council Chambers.

Minutes submitted by Natalie Chabot, Secretary