



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday March 19, 2025
At Dorchester Chamber of Commerce and Zoom

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 March 19, 2025, at the Dorchester Chamber of Commerce. The Open Meeting was called to order at 4:00 pm.

All Board Members attended the meeting, to include Michael Frenz (Zoom), Angie Hengst, Frank Narr, Tim Crosby, Gaver Nichols, Natalie K. Chabot, and local officials Jerry Jones, County Manager, Glenn Steckman, City Manager.

Community Members present: David Williams, Sharon Smith, Doug Schuetz, Ed Robbins, Maggie Trovato, David Stevens, Mary Ann McNamara, Jim Brady, Chuck McFadden, Beth Kline, Alison Kennedy, Tom Hannan, Brett Summers, Naomi Evans and County Councilmember Mike Detmer.

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

APPROVAL OF AGENDA

Frank Narr made an amendment to the Finance section of the agenda to add the approval of a contractor invoice for work done to the promenade. Motion made to accept the agenda with amendments. Narr/Jones (6/0)

APPROVAL OF January 15, BOARD MEETING MINUTES

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

SPECIAL PRESENTATIONS

- a. Debbie Usab provided an update on the Richardson Maritime Museum
- b. Brett Summers explained the benefits of using a broker to market the waterfront project

COMMITTEE REPORTS

OUTREACH AND COMMUNICATIONS COMMITTEE (OCC) Hengst

Angie Hengst asked the board's input for planning 2025 public information sessions in respect to location, format, advertisement and audio visual. City manager Glenn Steckman asked about upgrading the ability to stream the meetings and possibly moving the meetings to the city council chambers which would allow people to participate and the use of Town Hall streaming. He recommended monthly meetings and offered the city facility and manpower as in-kind to resolve any financial concern. He agreed there needed to be periodic reports going to the public and Crosby was in full agreement with outreach to the various communities in Cambridge. Frank suggested considering the current 2025 scheduled meetings to see when the additional meetings could be set. Angie to coordinate with the city hall staff to move the location immediately.

Ms. Hengst followed up with possible community events having spoken with Holly Gilpin at Dorchester Tourism about utilizing the waterfront for concerts/activities. She also has inquired about potential carnivals but has had no response to date.

FINANCE COMMITTEE Narr

Frank Narr presented the CWDI and CWDI Holding year-to-date financial statements through December 2024 and February 2025. Refer to the financials included.

A motion was made, seconded, and duly carried to accept the Year-To-Date December 2024 and February 2025 financial reports as presented. Narr/Crosby (6/0)

Frank Narr presented and discussed the audit engagement letter (not to exceed \$18,000) from UHY for 2024. A motion was made, seconded and duly carried to accept the audit engagement letter. Narr/Crosby (6/0)

Frank Narr presented the 2025 CWDI budget which will be amended as needed. A motion was made, seconded and duly carried to accept the CWDI 2025 budget. Narr/Crosby (6/0)

Frank Narr noted that the City and county continue to receive the Property Sales Proceeds Report.

Frank Narr presented the January invoice from Earthmovers for the promenade work for approval of payment. He noted that the invoice was reviewed and certified by MRA. A motion was made, seconded and duly carried to pay the invoice. Crosby/Chabot (6/0)

PLANNING COMMITTEE Crosby

Planning and Zoning Meetings-Infrastructure Design: Mr. Crosby reported that the committee is working with city planning office and consultants on completing the 'form based code or overlay zone' for the waterfront development to make it conform with the city's UDC. The group decided to meet twice a month with city over the next 60 days to have all major issues resolved. Plans can then hopefully be shared with city planning and zoning commission the following month. He feels they are making a lot of progress.

Horizontal design planning approval: Working with Ken Usab of MRA to take information from the charrette to see how it affects the horizontal master plan. Necessary revisions to be done by month's end will position it to be shared with the planning department so it can be incorporated in the zoning planning documents that regulate the waterfront and inform land use plans.

Promenade Project Update

Frank stated the contractor is 26 percent into the project and shared pictures of the progress (see packet inserts). He reported things are going well, and is overseen by Morris, Ritchie and Associates.

Hotel

The planning committee has decided to formulate criteria for an objective evaluation that can be made on the existing hotel proposal. The committee does not want to rush through the process and would like to be transparent. The planning committee could go back to the hotelier in the next 30-60 days.

EXECUTIVE COMMITTEE Hengst/Chabot

Trash Free Park: Examples of this type of program like MD Department of Natural Resources has an effort to eliminate trash and litter presented. It was proposed that the CWDI, in coordination with the adjoining property owners, implement this effort to reduce litter and recycle on the waterfront. There are cost savings to be considered as well. The city manager offered he would speak with the appropriate staff to discuss the initiative.

Meeting format adjustment: As suggested, Ms. Hengst offered that CWDI will try switching the closed session to be held prior to the open session, as the county does. This will begin at the next board meeting in April.

PUBLIC Q&A

Ms. Hengst opened the floor to public comment for 15 minutes.

Questions/Comments noted:

- Is there still discussion regarding the YMCA being on the Waterfront?
- CWDI should post agenda and minutes on the Choose Cambridge site.
- Does CWDI have say over the sale by the developer?
- Why can't you use an estimate for the infrastructure plan?
- Would the Committee set up a sunset for the CWDI project?
- Has the board seen the survey of things the public wants?

NEW BUSINESS/BOARD MEMBER OPEN COMMENTS

CLOSED MEETING

Business Location and Legal Advice discussed. No reportable actions were taken.

ADJOURNMENT

There being no additional discussion, the open meeting was adjourned at 6:28 pm. Next board meeting scheduled for April 17, 2025 at Cambridge City Council Chambers.

Minutes submitted by Natalie Chabot, Secretary