

Minutes of the
Sixty-Sixth Meeting of the
Maryland Heritage Areas Authority
January 15, 2015

The sixty-sixth meeting of the Maryland Heritage Areas Authority was held at the Historic London Town and Gardens, 839 Londontown Road, Edgewater, MD 21037

Authority Members/Designees Present: Amanda Stakem Conn, (representing MD Department of Planning Secretary Richard E. Hall); Bill Pencek (representing MD Department of Business & Economic Development Secretary Dominick Murray); John Wilson (representing MD Department of Natural Resources Acting Secretary Frank Dawson); Marty Baker (representing MD Department of Transportation Secretary James T. Smith, Jr.); Burton Kummerow (recommended by the President of the Senate); Peter Leshner (MD Municipal League Representative); Wayne E. Clark (recommended by the President of the Senate); John Fieseler (MD Tourism Development Board representative); Robert D. Campbell (Governor's Appointee for Historic Preservation); Rowland Agbede (representing MD Department of Agriculture Secretary Earl Hance); Elizabeth Hughes (State Historic Preservation Officer); Donna Ware (recommended by the Speaker of the House); Donna Dudley (Governor's Appointee for Heritage Tourism); Francis Jack Russell (MD Association of Counties representative)

Authority Members/Designees Absent: Amy Seitz (representing MD Department of Housing and Community Development); Lee Towers (representing MD Higher Education Acting Secretary Catherine M. Shultz); Vacant (Representative for MD Greenways); Vacant (representing MD State Department of Education Secretary Lillian M. Lowery); Vacant (recommended by the Speaker of the House)

Staff Present: Bernadette P. Pruitt, Jennifer Ruffner, Richard Hughes, Rieyn Deloney and Paul Cucuzzella

Heritage Area Directors/Staff Present: Carol Benson (Four Rivers Heritage Area); Jeff Buchheit (Baltimore National Heritage Area); Gail Owings (Stories of the Chesapeake Heritage Area); Deidra L. Ritchie (Canal Place Heritage Area); Liz Shatto (Heart of the Civil War Heritage Area); Aaron Marcavitch (Maryland Milestones/Anacostia Trails Heritage Area); Brigitte Carty (Lower Susquehanna Heritage Greenway); Kiri Carini (Heart of Chesapeake Country Heritage Area); Roz Racanello (Chair, Maryland Coalition of Heritage Areas and Executive Director of Southern MD Heritage Area); Sarah Rogers (Montgomery County Heritage Area); Lori Senese (Mountain Maryland Gateway to the West Heritage Area)

Heritage Area Directors/Staff Absent: Jay Parker (Lower Eastern Shore Heritage Area)

Others Present: Marci Ross (MHAA Technical Advisory Committee); Patapsco Heritage Greenway Members John Slater, Steve Stannard, Grace Kubofcik, and Gary Maule.

CALL TO ORDER

Ms. Conn announced that even though she had a new job that she was delegated by Secretary of Planning Richard Hall to represent him at the meeting due to the important business that was on the agenda.

She announced that Elizabeth Hughes was appointed by the MHT Board of Trustees and the Governor as Acting Director for the Maryland Historical Trust and State Historic Preservation Officer.

INTRODUCTIONS

Ms. Conn introduced Mr. Bill Pencek who was representing the Department of Business and Economic Development and MHAA member Mr. Francis Jack Russell. Everyone else in attendance then introduced themselves.

APPROVAL OF MINUTES FOR OCTOBER 16, 2014

The following motion was made by Mr. Kummerow:

RESOLVED, that the Maryland Heritage Area Authority (“MHAA” or the “Authority”) approves the October 16, 2014 Minutes as presented.

The motion was seconded by Mr. Leshner and approved unanimously.

MHAA CHAIRPERSON REPORT & UPDATES (Amanda Conn)

MHAA FY 2016 Budget Outlook

Ms. Conn was unable to report on the FY 2016 budget due to the new incoming administration. She indicated that the budget was scheduled to be introduced to the general assembly on January 23, 2015.

Canal Place Heritage Area – Legislative Joint Chairmen’s Report Update

Ms. Conn updated the MHAA regarding Canal Place:

The General Assembly Joint Chairmen’s Report (JCR) on the FY 2015 Operating Budget required the Maryland Heritage Areas Authority (MHAA) and the Department of General Services (DGS), in consultation with the Canal Place Preservation and Development Authority, the state unit that currently manages the Heritage Area, to prepare a report on alternatives to State ownership and management of the Canal Place Heritage Area. The report is also to be prepared in consultation with the Maryland Department of Management and Budget (DBM) and local officials from Allegany County and the City of Cumberland.

Specifically the JCR language charged MHAA and DGS with examining options that include:

- Enveloping the property into another state agency;
- Transitioning the property to the county or city government;
- Transitioning the property to the National Park Service; or
- Ceasing operations

When exploring the above options, the report was to consider the value of the current property and any costs the State would incur to dispose of the property and any impacts on historic properties. Finally, the report should examine any impacts on control of the current heritage area and on current state employees and the level of support of the local governments.

The Working Group concluded that exploring the options of alternative ownership for Canal Place and making any recommendations concerning the impact of those options could not be completed before the December 31, 2014 deadline for this report due to the need for appraisals and the issuance of a Request for Expressions of Interest (RFEI). Because potential real estate ownership options have yet to be determined, the Working Group does not make any recommendations at this time on the transfer of the management of the heritage area to another entity. In other words, until alternatives to State ownership are explored and the impacts determined, CPPDA should continue to manage the heritage area and carry out the heritage area management plan.

Ms. Conn apologized to MHAA for not having included the prepared report “Report on Potential Alternatives for Ownership and Management of Canal Place” for them to review, but indicated that it would be mailed out right away. The report was forwarded to DBM last week.

MANAGEMENT REPORT

Maryland Heritage Areas Authority Financing Fund Report

Mr. Hughes reported that as of December 30, 2014) the available balance in the MHAA financing fund is \$68,043.92. This reflects an increase of \$54,000 from the previous balance. The increase of \$40,000 was due to a 2011 grant that was cancelled and the \$14,000 was due to a 2015 grant that was reduced because the grantee did not receive the anticipated match funds. A reserved amount of \$93,475.00 is set aside for FY-2015 emergency grants. The \$68,043.92 balance would require approval from the Department of Budget Management and the General Assembly to spend.

Mr. Campbell stated that it is a good business practice to have an available fund for emergency grants and recommended information on the range of funding and the average and the number of emergency grants that are awarded each year. Mr. Hughes stated that within the last three to four years \$100,000 was put in the budget for emergency grants and would get some historical data on those grants.

FY 2016 Grant Workshops & Webinar, and Intent to Apply deadline

Ms. Ruffner reported that she conducted a workshop in Laurel on January 12th, and conducted a webinar on January 13th that was recorded and is available on the MHT website. Both were very well attended. A January 14th workshop was scheduled to be held in Salisbury but was cancelled due to the weather and she would have to see if it could be rescheduled. Intent to Apply forms are due January 30th. Full applications to local heritage areas are due late February or early March and the final MHAA deadline is early April. A grant summary will be provided to members at the next MHAA meeting in April.

ACTION ITEMS

Request from Baltimore and Howard Counties for Approval of Heritage Area Management Plan and Certification of the Patapsco Heritage Area

Ms. Conn recapped what went on at the hearing regarding the certification of the Patapsco Heritage Area that was held on December 8, 2014. A transcript was provided for MHAA members to review.

There was discussion surrounding testimony, concerns raised, and addressing the concerns of the Sierra Club and a number of other individuals that provided testimony that Patapsco Heritage Area would exercise undue control or influence over the Patapsco Valley State Park. Ms. Conn stated that the Authority had consulted with the Department of Natural Resources (DNR) and the Maryland Attorney General's Office regarding these concerns and had concluded that DNR exercises sole authority over the park.

The following motion was made by Mr. Clark:

WHEREAS, Baltimore and Howard Counties have submitted a Patapsco Heritage Area Management Plan and request for certification of the Patapsco Heritage Area for approval by the Maryland Heritage Areas Authority (the "Authority"); and,

WHEREAS, the Authority has determined that the submission meets the requirements for certification of a heritage area under §13-1111 of the Financial Institutions Article of the Maryland Annotated Code; and,

WHEREAS, the Patapsco Heritage Area includes within its boundaries the Patapsco Valley State Park (the "Park"), and ten of the twelve current Certified Heritage Areas also include state parks within their boundaries; and,

WHEREAS, the Authority has concluded, in consultation with the Maryland Department of Natural Resources ("DNR") and the Attorney General's Office, that DNR – not the Authority or the Patapsco Heritage Area Management Plan -- has sole authority to direct and approve development and other activities within the Park; and,

NOW THEREFORE BE IT RESOLVED, that the Authority approves the Patapsco Heritage Area Management Plan and the application for designation of the Patapsco Heritage Area as a Certified Heritage Area, subject to:

- **the adoption by each jurisdiction that will be within the Certified Heritage Area of an appropriate amendment of its local comprehensive/master plan to incorporate by reference, or by other means determined appropriate by the jurisdiction, all portions of the Patapsco Heritage Area Management Plan, except those portions solely relating to other jurisdictions within the Patapsco Heritage Area, as required under COMAR Title 14, Subtitle 29, Chapter 03, Section .05 (G); and,**

BE IT FURTHER RESOLVED, that the local jurisdiction amendment shall be acceptable to the Authority.

The motion was seconded by Mr. Kummerow and approved unanimously.

MHAA Strategic Plan Implementation:

Mr. Hughes and Ms. Ruffner went through the final drafts of the two Performance Measurement documents:

Heritage Area (Management Entity) Direct Performance Measures, including Process for Addressing overall Heritage Area Management Entity evaluation of “Needs Work”; and

Overall Heritage Areas Program Impact (External Evaluation Metrics).

The group discussed the two documents. Mr. Clark asked for clarifying language in the document regarding the process for addressing an evaluation of “Needs Work” to make it clear that recommended reduction of funds would be 50% of the total request in each year, rather than an additional 50% each year.

Mr. Marcavitch shared his experience collecting data as a trial example.
The following motion was made by Mr. Wilson:

WHEREAS, the Maryland Heritage Area Authority (the “Authority”) is committed to effectively measuring program performance through the annual evaluation of Heritage Area management entity effectiveness and overall program impact in accordance with recommendations in the Authority’s approved Strategic Plan; and,

WHEREAS, through the creation of an eight member Performance Measures Working Group (the “Working Group”) consisting of four Authority representatives and four Heritage Area management entity Directors, and in consultation with the Maryland Coalition of Heritage Areas and the Authority’s Technical Advisory

Committee, the Authority has prepared the Heritage Area Management Entity Direct Performance Measures, including Process for Addressing overall Heritage Area Management Entity evaluation of “Needs Work”; and Heritage Areas Program Impact Performance Measures (External Evaluation Metrics); and,

WHEREAS, the Working Group and Authority staff consulted on multiple occasions with Heritage Area Directors and Technical Advisory Committee members and, as determined appropriate, incorporated technical revisions in the final recommended program performance measures; and

WHEREAS, the Authority’s Technical Advisory Committee voted at its December 11, 2014 meeting to recommend to the Authority that it approve the program performance measures;

NOW, THEREFORE, BE IT RESOLVED, that the Authority approves the recommended performance measures as presented in the documents titled “Heritage Area Direct Performance Measures, including Process for Addressing overall Heritage Area Management Entity evaluation of “Needs Work” and “Heritage Areas Program Impact Performance Measures (External Evaluation Metrics);” and,

BE IT FURTHER RESOLVED, that the Authority shall conduct an assessment as the measures are implemented to determine the effectiveness of both the direct performance measures and the external impact metrics, and modify them to reflect input from Heritage Areas, the Authority’s Technical Advisory Committee, and other Program partners, as appropriate.

The motion was seconded by Mr. Kummerow and approved unanimously.

Maryland Coalition of Heritage Areas (MCHA)

Ms. Racanello reported that the Coalition did not meet last month.

She and the Coalition have been communicating with the transition team, and speaking with elected officials about MHAA funding and support.

Some heritage areas participated in “Giving Tuesday,” something they will revisit this summer to be more involved/prepared next year.

A lot of time was devoted to performance measures.

TAC MEMBER/MHAA STAFF ANNOUNCEMENTS/NEW BUSINESS

Mr. Hughes reported that Sharpsburg is moving forward with the process to become part of the Heart of the Civil War Heritage Area. Sharpsburg is already included in the management plan for the heritage area, but had not chosen to participate until now. Mr. Hughes mentioned that before MHAA can act on the request, a public hearing and tour of the area will be required and he will be asking MHAA members to participate. Ms. Shatto indicated that their board will officially authorize the request at its February 9, 2015 meeting.

Ms. Hughes announced that Nicholas Redding has been hired as the Executive Director for Preservation Maryland. Ms. Hughes attended one of Preservation Maryland's town hall meetings and it was very well attended. She looks forward to partnering with Preservation Maryland in the future in advocating for funding /heritage initiatives.

Mr. Wilson announced an upcoming Maryland Recreation and Parks Association Trails Summit on March 12, 2015 in Linthicum. The Technical Advisory Committee Meeting will have to be rescheduled due to a date conflict. He also announced that the National Association of Outdoor Recreation Planners will hold its national conference in Annapolis on April 12-16, 2015.

Mr. Clark asked that MHAA staff prepare a summary of the cost, and what would be involved, in conducting a program impact survey, as has been recommended as part of the performance evaluation process.

Mr. Pencek thanked Ms. Conn for her service as Chair of the Authority.

Mr. Kummerow thanked Mr. Pencek for his hard work on the War of 1812 commemorations.

ADJOURN

A motion to adjourn was made by Mr. Campbell, seconded by Ms. Baker and approved unanimously. The meeting adjourned at 12:01 p.m.