

Minutes of the  
Fifty Second Meeting of the  
Maryland Heritage Areas Authority  
MD Department of Housing & Community Development  
100 Community Place  
Crownsville MD 21032  
July 7, 2011

The fifty second meeting of the Maryland Heritage Areas Authority was held at the Maryland Department of Housing & Community Development in Crownsville, MD beginning at approximately 9:40 a.m.

**Authority Members/Designees Present:** Matthew J. Power, Deputy Secretary, MD Department of Planning (representing Richard E. Hall, Secretary, MD Department of Planning and Chairperson of the Maryland Heritage Area Authority); Bill Pencek (representing MD Department of Business & Economic Development Secretary Christian Johansson); Wayne E. Clark (recommended by President of the Senate); Dr. Marty Baker (representing MD Department of Transportation Secretary Beverley Swaim-Staley); Ann Fligsten (Speaker of the House representative); John Fieseler (MD Tourism Development Board representative); John Wilson (representing MD Department of Natural Resources Secretary John R. Griffin); Amy Seitz (representing MD Department of Housing and Community Development Secretary Raymond A. Skinner); Donna Dudley (Public member for Heritage Tourism); Burton Kummerow (recommended by President of the Senate); Emmett V. Jordan (MD Municipal League Representative); J. Rodney Little (State Historic Preservation Officer) Andrea C. Harrison (MD Association of Counties representative); Roz Racanello (Maryland Coalition of Heritage Areas)

**Authority Members/Designees Absent:** Donna Ware (recommended by the Speaker of the House); Marci Taylor-Thoma (MD State Department of Education); Vanessa Orlando (representing MD Department of Agriculture Secretary Earl Hance); Robert D. Campbell (Governor's Appointee for Historic Preservation Expertise)

Vacancies: Representatives for MD Greenway and MD Higher Education Commissions

**Staff Present:** Bernadette P. Pruitt, Richard Hughes, Jennifer Ruffner, Philip Deters; Shannon Marino and Elizabeth Hughes

**Others Present:** Carol Benson (Annapolis, London Town, and South County "Four Rivers" Heritage Area); Jeffrey Buchheit (Baltimore Heritage Area); Jay Parker (Lower Eastern Shore Heritage Area); Mary Ann Lisanti (Lower Susquehanna Heritage Greenway); Deborah Divins-Davis (Stories of the Chesapeake Heritage Area); Amanda Fenstermaker (Heart of Chesapeake Country Heritage Area); Peggy Erickson (Montgomery County Heritage Area); Renee Bone (Canal Place Heritage Area); Aaron Marcavitch (Anacostia Trails Heritage Area); Deidra Ritchie and Nicole Christian (Garrett County Heritage Area); Chris Haugh (Heart of the Civil War Heritage Area/Tourism Council of Frederick County); Jay Parker (Lower Eastern Shore Heritage Area)

### **Call to Order**

Mr. Power chaired and called the meeting to order at approximately 9:40 a.m. with all in attendance introducing themselves.

Even though she was not present, Mr. Power thanked Elizabeth Shatto, Executive Director of the Heart of the Civil War Heritage Area for a fantastic job in hosting the last MHAA meeting that was held in Frederick on April 29, 2011. He thanked Carol Benson, Executive Director of the Four Rivers Heritage Areas for hosting a luncheon event at the Maryland Preservation Conference that was held in Annapolis on May 19-20, 2011. Additionally, he thanked Nicole Christian for hosting the MHAA on June 20-21, 2011 in Garrett County for the public hearing and tour, and he thanked all of the MHAA members for volunteering their time to participate in that event.

### **Approval of Minutes for April 29, 2011**

Mr. Wilson offered the following motion:

**RESOLVED, that the Authority approves the April 29, 2011, meeting minutes with name corrections.**

The motion was seconded by Mr. Clark and approved unanimously with name corrections.

### **Management Report**

#### **Status of Statewide Heritage Area Recognition and Certification efforts (R. Hughes)**

Mr. Hughes mentioned that representatives from Garrett County were present at the meeting seeking approval of their management plan and would become Maryland's 12<sup>th</sup> Heritage Area if approved. Howard County is still interested in becoming certified, but Baltimore County declined to move forward with certification efforts for the Patapsco Heritage Greenway Recognized Heritage Area at this time.

#### **Maryland Heritage Areas Authority Financing Fund Report (R. Hughes)**

Mr. Hughes reported that as of June 30, 2011, the MHAA financing fund available balance was \$220,531.31 in an interest bearing account. All members received the report in their booklets prior to the meeting.

Report on MHAA implementation of MHAA Strategic Plan (Jennifer Ruffner)

Ms. Ruffner reported that the main update on the Strategic Plan is that the heritage areas are working on their five year plans, drafts of which will be due in December 2011. The heritage areas were given extra time to complete the draft plans, but were required to submit a work plan and timeline detailing how they would get the draft completed. Mr. Power noted that this year was the last “free” grant round for management entities, and that the five year plan would be a requirement for the next grant round.

Executive Committee Vacancy

Mr. Power indicated that there is one vacancy (formerly held by Mr. Bruce Reeder) on the Executive Committee. The committee is made up of three members that now include Mr. Power and Mr. Pencek. Interested members should let him know so that the committee can take action on filling the vacancy.

Report on Maryland War of 1812 Bicentennial Commission Initiatives (Bill Pencek)

Mr. Pencek circulated a Southern Maryland War of 1812 Travel Map and Guide. He announced that the Bicentennial Commission, with its non-profit partner, Star Spangled 200, Inc. aspire to raise 25 million dollars to invest in the Bicentennial experience throughout Maryland over the multi-year period, with a \$16.5 million goal to be raised from the private sector.

In celebration, the Pride of Baltimore II will be on a voyage to dozens of ports and cities to promote Star-Spangled 200, Maryland's upcoming War of 1812 bicentennial commemoration in Montreal, Canada, on the East Coast and the Great Lakes region. Detroit, New York, Chicago, Boston Philadelphia, and Montreal will all be stops.

With regard to funding, he reminded the board that last fall at its October 14, 2010 meeting the MHAA approved an emergency grant in the amount of \$32,500 for the development of a sponsorship plan, for projects and actives in Maryland. The plan was completed within budget and on schedule in March 2011.

The Bicentennial Commission has hired Dr. Ann Beegle, as executive director of Star Spangled 200, Inc. Dr. Beegle is the former director of Flag House and possesses great skills in addition to extensive fundraising experience. All monies used will require matching grants and will be invested throughout Maryland. In addition to hiring an executive director, last week the Bicentennial Commission held five webinars and many partners participated.

Mr. Pencek mentioned that Signature Events are scheduled for the commemoration:

- The first is the sailing of the Pride II on the goodwill tour of thirty cities;
- 2012 will be the national kick-off event, and the Star Spangled Spectacular 2012 will be held in Maryland. Tall ships will come from around the world for this event. June 13 – 19, 2012 will be Maryland's week of events.

- 2013 will be the Annapolis Conference at the U.S. Naval Academy, a weeklong series of events, statecraft, foreign representatives, an international conference, as well as popular events such as the Terror on the Chesapeake and a War Trophy exhibit at the Naval Academy.
- 2014 will be the re-enactment of the largest naval battle ever fought in Maryland waters, at the Jefferson Patterson Park and Museum, as well as the Star Spangled Spectacular 2014 to celebrate the writing of the Star Spangled Banner.

The Star Spangled 200 grants program will begin this fall. When asked, Mr. Pencek indicated that the DBED will be administering the War of 1812 grants.

Mr. Kummerow announced that Maryland Historical Society just opened a War of 1812 exhibit and extended an invitation for everyone to come and see it.

#### Heritage Area Certification Requests (Garrett County)

Request from Garrett County, and the Towns of Accident, Deer Park, Friendsville, Grantsville, Kitzmiller, Loch Lynn Heights, Mountain Lake Park, and Oakland for the Authority to approve the *Garrett County Heritage Area Management Plan* and designate the Garrett County Certified Heritage Area.

Mr. Power offered a brief overview, stating that MHAA members had participated in a two day tour and hearing that was held in Garrett County on June 20-21, 2011. He then asked those who attended for their perspectives and opened the discussion up to inquiries and comments. Dr. Baker said that the challenge for her was to understand the common thread that will pull all of the resources (from natural resources to a western frontier concept) together. Ms. Seitz stated that even though there were a lot of resources, the connectivity wasn't always apparent, and while it is good to be inclusive, not every area can be a TIZ. She felt that there were some low-hanging fruit that hadn't been explored, for example in Oakland, where in other heritage areas the connection to the Main Streets is more clear, with those benefits linking resources, outside of museums or trails – she felt that hadn't been fully explored (or demonstrated) on the tour.

Ms. Harrison mentioned that the Garrett County tour was her first introduction to the concept and her first visit to Garrett County. The tour and hospitality was great. She understood the resources, but also had difficulty making the connection between them, and seeing the link to heritage. She did not feel that all the areas visited on the tour should be included.

Mr. Fieseler echoed the compliments of the tour, presentation, and concerns of other MHAA members about the focus. He shared that his experiences with the Heart of the Civil War Heritage Area, which is a three county heritage area, showed that a tight focus on theme is beneficial, and he appreciated that they have already taken those comments into account with the new name, Mountain Maryland Gateway to the West Heritage Area.

Ms. Christian gave a brief overview of the heritage area, and thanked everyone for taking the time to visit the county, and the time to review the plan. They have pooled TAC/MHAA

comments together and listened to those comments. She summarized that having a certified heritage area is a benefit to the community and the MHAA. She offered a brief overview for MHAA members that were not on the tour. She noted that the plan is very large and very comprehensive and she hoped to clear up mentioned concerns. She thinks that the heritage area is good fit for the following reasons:

- Garrett County is well-known for recreation - 1.2 million tourists visit Garrett County annually.
- According to the WVU study of tourists conducted last year, historic sites ranked highest in terms of importance.
- The top three activities are scenery, fall foliage and state parks/recreation areas. These activities are all part of Garrett County's heritage.
- Heritage Area certification will provide Garrett County the needed impetus to really leverage these existing assets.
- Tourism has a \$347 million economic impact on Garrett County. It is one of the largest industries in the county and growing this industry is a key component of the economic development strategy in the county.
- Because the solid tourism base exists, Garrett County is perfectly poised to expedite heritage tourism promotion and does not have to start at the bottom and create a brand new industry. The industry is already in place.
- Heritage tourism is one of the fastest growing segments of the industry and Garrett County is ripe with these resources.
- Garrett County is Maryland's western frontier and settlement dates back to the 18<sup>th</sup> and 19<sup>th</sup> centuries.
- The county has a wealth of natural resources providing for industry and recreation.
- Garrett County's key heritage theme: Gateway to the West for Maryland and at one time for the country. This broad theme ties the whole heritage area together.

The Garrett County Chamber of Commerce will be the Mountain Maryland Gateway to the West Heritage area entity.

She mentioned that the primary sub-themes are:

- Transportation-this includes trails, railroad, National Road, Casselman Bridge, waterways, and Braddock's Road. They all contributed to landscapes and settlement patterns.
- Natural Resources - (Man and Nature) - agricultural, Eastern Continental Divide, coal, timber.
- Historic Recreation - one of Maryland's most significant recreation areas even before the 20<sup>th</sup> century, natural beauty and cool mountain summers attracted the rich and powerful from nearby urban areas. Lavish resorts flourished. Deep Creek Lake was created in 1923 and is still one of Maryland's most significant recreation areas.

- Cultural Uniqueness - refers to Amish and Mennonites communities found in the area; Appalachian cultures also developed unique foods, styles of music and other cultural characteristics.

These are the reasons for why the TIZs were set up as they are and the overall theme of Mountain Maryland Gateway to the West tie the entire area together.

It has been a challenge for their consultant Peter Johnston and Associates to keep up with the changes. The plan has been tightened up, and the final draft of the management plan includes:

- Information about the Maryland's Heritage Areas Program
- Maps of the boundaries of the certified heritage area and TIZs
- A summary of heritage resources in the heritage area (historical, cultural, architectural, archeological, natural and scenic resources).
- A description of growth and economic trends affecting the heritage area, particularly tourism in Garrett County.
- A description of preservation, stewardship and interpretation strategies in the heritage area and guidance for developing the heritage area including a management structure and an implementation program.

The Heritage Area Management Plan is a strategic blueprint that seeks to build consensus to enable plan implementation; prioritizes public resources to generate significant private investment in the heritage area; achieves heritage area sustainability through public and private partnerships. Three primary elements of the plan focus on business and management, heritage programming and marketing and outreach.

Goals are 1) the establishment/implementation of a management structure for the Mountain MD Gateway to the West Heritage Area 2) to preserve, protect, and promote Garrett County's heritage resources 3) raise public awareness regarding Garrett County's history, culture and resources and 4) increase economic development related to heritage tourism in Garrett County to benefit heritage area stakeholders, partners, and friends.

In addition, the heritage area will establish a new advisory board, develop a 5 year plan, develop an annual plan of work, create an interpretive and marketing plan and will begin to work on identified projects.

Ms. Ritchie added that Garrett County already functions independently – they don't have a Parks and Recreation Department, so recreation and heritage tourism are based in private industry. The Heritage Area will pull everything together into one entity.

Mr. Hughes stated that the TAC created a sub-committee to thoroughly review the plan. Many comments were shared back and forth, and the heritage area has been very responsive. The plan has evolved, and been condensed down from 800 pages to 300. The tour resulted in significant feedback, particularly relating to TIZs, and we have worked with them to determine which TIZs

are activated, and which are programmed, to be activated at a future date when there are enough projects and enough investment.

Mr. Pencek shared that DMO and Heritage Area partnerships have been very successful in other heritage areas. He had concerns in the area of stewardship, particularly about the lack of planning and zoning in Garrett County, citing the example of the newly demolished building shown on the tour in Deer Park that was one of the last resort related buildings. He asked what the top three priorities will be initially. Ms. Christian stated that the top three priorities would be the five year plan, the marketing plan and the implementation plan, which are separate from zoning, which the heritage area won't be directly involved in. Mr. Pencek said it wasn't necessarily about zoning, but rather about other ways to promote stewardship. He asked if there was a land trust in Garrett County. Ms. Ritchie stated that there is a lack of education relating to stewardship and historic preservation. Mr. Deters noted that the management plan has to include a description of techniques for preservation, and asked if what they were saying was that there was no appropriate legislation, but talking to people, growing the community awareness, will lead to greater protection of resources. Ms. Christian reiterated that there is no countywide zoning, but there is certain zoning and restrictions in different areas, and the towns have their own zoning, so they need to determine what is and is not protected, what needs more protection.

Mr. Power went over the resolution, noting that it had been revised to include several conditions, including the requirement that maps are provided with the activated and proposed TIZs, as well to address the issues that were discussed today - questions about roles and responsibilities between the Chamber Board and the Advisory Committee, non-member roles and a mechanism for handling conflicts.

Mr. Clark offered the following resolution:

**WHEREAS, Garrett County and the municipalities of Accident, Deer Park, Friendsville, Grantsville, Kitzmiller, Loch Lynn Heights, Mountain Lake Park, and Oakland have submitted a management plan for the Mountain Maryland Gateway to the West Heritage Area in Garrett County for approval by the Authority; and,**

**WHEREAS, the Authority has determined that, subject to certain conditions, the submission meets the requirements for certification of a heritage area under Financial Institutions Article Section 13-1111,**

**NOW THEREFORE BE IT RESOLVED, that the Authority approves the proposed management plan for the Mountain Maryland Gateway to the West Heritage Area effective when, and on condition that, the management plan is revised to the satisfaction of the Authority to address the following:**

- 1. Maps depicting boundaries of the Certified Heritage Area, and activated and proposed Target Investment Zones, are supplied to the Authority in hardcopy format as well as a digital format compatible with the Authority's Geographic Information System (GIS).**

2. **A detailed description of the organizational structure to be used for planning, development, and management of the certified heritage area is submitted to the Authority, including:**
  - a. **if there will be an Heritage Area advisory board, a description of:**
    - i. **the roles and responsibilities of the advisory board;**
    - ii. **the membership, including a list of the organizations and entities that will be represented on the advisory board;**
    - iii. **the Certified Heritage Area management entity's policy on the participation on the advisory board of organizations or entities that are not members of the Chamber of Commerce;**
    - iv. **the qualifications and process for appointment to the advisory board; and**
    - v. **the dispute resolution process that will be followed should disputes arise between the advisory board and the Board of Directors of the Chamber of Commerce; and**
  - b. **a description of the Heritage Area management entity policy on the eligibility of non-Chamber of Commerce members to receive Authority-approved financial benefits including grants, loans, and eligibility for tax credits.**

**AND BE IT FURTHER RESOLVED, that upon determination by the Authority's Executive Committee that the above conditions have been met, the application for designation of the Mountain Maryland Gateway to the West Heritage Area in Garrett County as a certified heritage area is approved.**

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

#### FY 2012 Maryland Heritage Areas Authority Grant Requests

Mr. Power asked members to focus their attention on the document/chart that referred to the projects that were funded (highlighted in green or yellow) or not funded (highlighted in red). If a project was not funded it was because it did not rank high enough for the available funds. Questions about unfunded projects would be discussed at the end of review. Mr. Power stated that he had asked the TAC not to zero out projects due to lack of firm matching funds, and that a new approach would be taken instead. MHAA has always taken a cash in hand approach to match, but if the goal is to leverage additional funding, it is sometimes necessary to take the lead. To that end, funds will not be disbursed until the match is in hand / or documentation of commitment of match is provided. The funds will be fully encumbered, but not disbursed until match is demonstrated. Mr. Power commended Mr. Hughes and Ms. Ruffner for agreeing to take on this additional layer of work in managing the grants, and noted that if proof is not provided, the money that is not matched will revert back.

Mr. Hughes stated that the TAC spent a lot of time developing the ranking recommendations and review criteria. Everyone received a copy of the criteria. The local ranking from the heritage



areas played a significant role in the rankings. Mr. Hughes and Ms. Ruffner reviewed the grant summary chart (attached), making brief comments on each funded project. Summary comments are included in the official grant chart (attached), with specific discussion on the following grants:

Heritage Tourism Alliance of Montgomery County – Civil War Sites Smartphone Application (App): This grant was not funded because the TAC had concerns about the implementation of the “app” on several levels – the technology is rapidly evolving, and there were concerns about the required annual support fees to keep the app available after the first year, which could become a large component of grant expenditures. There were also concerns regarding the ownership of the information.

[Note: Mr. Kummerow left the meeting at this point, but stated that he was in support of the majority of the grants.]

Anacostia Watershed Society – George Washington House Sustainable Landscaping Project: Mr. Pencek noted that this funded grant was ranked number 5 by the local heritage area, while their number 1 – 4 ranked grants were not funded.

Anne Arundel County Trust for Preservation – Wilson Farmstead and Hot Sox Ball Field: Mr. Hughes noted that the TAC felt that the structure on the site was key, it was in bad condition, and it was critical that steps be taken to stabilize and rehabilitate the structure and to initiate the master plan component of the project. The TAC felt that with those as the priority, the project could be phased to do the archaeology later.

Mr. Clark stated that while Ms. Ware could not attend the meeting, he had spoken with her about this project. He noted that there were two projects being recommended for funding that were archaeology, but if he hadn't spoken with Ms. Ware, he would not have known about them. He asked that this information is included in the notes on the chart. He asked why the archaeology was being dropped, why it wasn't part of the master plan. He asked why a project ranked so high got such a big reduction. Ms. Dudley stated that she shared Mr. Clark's concerns, she knows the historic significance of the site, knows that the county executive is committed to the project, and is concerned that even though the project was ranked so highly, it was not fully funded, and she would like to see more money provided for the master plan. Mr. Clark stated that without archaeology, it would not be a resource-specific master plan. Mr. Hughes noted that with the work that needs to be done with community outreach and the building, it should be possible to phase the project. Mr. Clark recommended increasing the funding for the project.

Mr. Power stated that the discussion would be tabled until the end, when amendments could be proposed, and Mr. Clark indicated that he would be proposing amendments.

Mr. Power said that he wanted to raise an issue, unrelated to the merits of this project, that related more to the good faith and good will that has been established among the Authority members. He was made aware that a number of Authority members were contacted about this project, by the grant applicant. The grant chart is sent to the Authority as a courtesy, and while it

was never explicitly said before, it is sent out as a draft, confidential document. In future, it will be marked as a draft, confidential, internal use only document. Mr. Power said that if this information does get inappropriately distributed in the future, he won't share the chart, and everyone will be briefed at the meeting. It creates an unfair situation where some grant applicants get an opportunity that others do not have.

Mr. Hughes and Ms. Ruffner finished the review of the project grants, and moved on to the marketing and management grants, which are ranked separately, as they have a different ranking scale. It was noted at the management grant for the Stories of the Chesapeake Heritage Area was reduced following discussion with the management entity, which was having problems identifying matching funds.

Mr. Power then opened the floor to project specific questions.

Ms. Harrison noted that the Anacostia Trails Heritage Area had submitted a number of applications relating to the War of 1812 commemoration which were not funded, and asked if there was a problem with ATHA coordinating with the state-wide effort. Mr. Pencek noted that he was less concerned about the site marker project, because the 1812 Commission will have funding for interpretive waysides, but he did express concern again that the top four projects ranked by the heritage area were not funded.

Mr. Hughes went over the other three projects. The Bladensburg History project was determined to not be a priority, as much of the research has already been done, and the results of the project would not be available until very late in the process of finalizing War of 1812 activities. The request from Joe's World Emporium, who have had past grants and are an excellent organization, was felt to have very little real connection to 1812 interpretation. The Bladensburg Monument was not recommended due to issues of placement, access and execution.

Ms. Harrison noted that she wanted to ensure that the Port Towns and ATHA were in concert with the rest of the state. Mr. Hughes said that Mr. Marcavitch had worked very hard to coordinate with the organizations.

Mr. Jordan asked, as a new member, if there was a policy for the rewriting of grants between the time of submission and the time of the TAC review. Ms. Racanello said that each heritage area has their own way of managing the grant process, with their own deadlines, ways of reviewing and ranking, balancing the needs of the particular heritage area and its themes. Mr. Power noted that the review process is an iterative one, and the heritage area directors meet with the TAC to help get better projects.

Mr. Clark stated that it is very important where the cut line falls for funding, and it is important to look below that cut line and see where some of the important things like the top ranked grant of a heritage area fall, and adjust the cut line based on logical analysis. He acknowledged that it was a democratic process, and recognized the value of the TAC and the importance of quantified recommendations, but feels that ATHA's number one project should be funded.

Mr. Power commented that it is very easy to second guess the TAC – the Authority reviews grants for an hour, the TAC reviews them for three days. He noted the things the TAC has been asked to consider are often at odds with each other – we want the best projects, but we also want regional equity; the local ranking is important, but we don't want to fund bad projects. Mr. Power asked the TAC to examine the process and put together a written policy so that everyone can be in agreement as to what the policy is.

Mr. Power indicated that there might be a mini grant round - that he isn't committing to it, but that there will likely be match that falls through, and if there is another grant round, it may be possible to fund some of these other projects throughout the year.

Ms. Seitz stated that the TAC is comprised of a diverse group of professional staff that all look at each of the applications with a different analytical take, and then good discussion happens to make the decisions. She said that there is no cut line below which grants are not funded. She shared that when the heritage area directors met with the TAC this year, they were asked to discuss what their process was, and it was clear that this varies greatly from heritage area to heritage area. The TAC has discussed devising guidelines or a policy that puts all the heritage areas at the same level, or gives a better understanding of how the grants are reviewed and ranked at the local level.

Mr. Power went over the resolutions, noting that the first would approve all the grant recommendations, the second (a set of three) would approve those projects that fall outside of Target Investment Zones, and the third would approve the exception to allow funding of the Friendship Hall land acquisition, which had already taken place. For that project he noted that the application had already been submitted to the grant round prior to acquisition of the property, and that this was not a setting a precedent.

Mr. Power then asked for any other motions.

Mr. Clark moved to amend the chart to provide full funding for the Anne Arundel County Trust for Preservation's project to include the archaeology. Mr. Power asked what project would be decreased to provide the additional funding for the project, and Mr. Clark indicated that the lower ranked project within that heritage area should be decreased. Ms. Fligsten disagreed with that approach, and Mr. Clark amended his motion to include the phrase "as funding becomes available due to non-match." Mr. Power stated that he was not comfortable picking one project to get funding if more funds become available in future.

Mr. Power asked for a second to Mr. Clark's motion, but none was received. He said that the Authority has heard Mr. Clark's concerns, and that this was not a statement that the TAC or the Authority does not support archaeology. Mr. Clark stated that he felt that policies regarding archaeology and natural resources needed to be addressed. Dr. Baker suggested that reviewing their inclusion in the review criteria was the appropriate place.

Mr. Power concluded the debate on this topic.

Mr. Hughes noted that language was added to the resolution because separate actions were being taken on the four grants that were exceptions.

Ms. Fligsten said that she was not sure what kind of motion needed to be made to incorporate the new policy on grant match. The group discussed the timing of the required documentation, and agreed to add a deadline of three months to secure the match (until October 7, 2011).

Ms. Fligsten offered the following motion:

**RESOLVED, that the Maryland Heritage Area Authority approves a series of grants for the management of Certified Heritage Areas, and for projects and activities located within the Anacostia Trails Heritage Area, Annapolis, London Town and South County Heritage Area, Baltimore Heritage Area, Canal Place Heritage Area, Mountain Maryland Gateway to the West Heritage Area, Heart of Chesapeake Country Heritage Area, Heart of the Civil War Heritage Area, Lower Eastern Shore Heritage Area, Lower Susquehanna Heritage Greenway Heritage Area, Montgomery County Heritage Area, Southern Maryland Heritage Area, and Stories of the Chesapeake Heritage Area, under the Maryland Heritage Areas Authority Grant Program as detailed and in accordance with the amounts and terms set forth in the chart titled “Maryland Heritage Areas Authority Grant Requests: FY 2012,” except for the following capital projects:**

- 1. USCG Taney Fantail Deck Preservation (Baltimore City); Baltimore City Tour Bus Facility (Baltimore City); and Restoration of Poole’s Store (Montgomery County) which are located outside of a Target Investment Zone; and,**
- 2. Town of East New Market for the reimbursement of acquisition costs for 15.79 acres, more or less, surrounding historic Friendship Hall, Dorchester County.**

**AND BE IT FURTHER RESOLVED, that this approval is contingent upon sufficient funding being made available in the Maryland Heritage Areas Authority Financing Fund.**

**AND BE IT FURTHER RESOLVED, that this approval is contingent upon grant recipients (Grantees) providing written documentation within 3 months of the date of approval of this resolution to Authority staff of the availability of cash matching funds and in-kind contributions dedicated to the project, as required by the Authority’s statute and regulations and detailed in the grant agreement, prior to the disbursement of grant funds. Documentation may consist of financial statements, commitment letters, or other proof acceptable to Authority staff. Disbursements of grant funds may not exceed the total amount of the grant award, or the amount of documented available cash matching funds and in-kind contributions as required by law and regulations and detailed in the grant agreement, whichever is less.**

**AND BE IT FURTHER RESOLVED, that the staff to the Maryland Heritage Areas Authority is authorized to prepare any documents necessary or useful in order to carry out the Grants in conformance with the terms set forth in the chart titled “Maryland Heritage**

**Areas Authority Grant Requests: Fiscal Year 2012.” Staff is further authorized to make adjustments to the scope of work, timetable, and budget, including the specific allocation of Authority grant funds and the amount of matching funds that must be provided by the Grantee, subject to requirements of law and regulations, and provided that these adjustments do not appreciably alter the programs, work, activities or products of the grant project as approved by the Authority.**

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

Requests to approve a Capital Grant for projects located outside of a Target Investment Zone

Mr. Pencek offered the following three motions:

USCG *TANEY* FANTAIL DECK PRESERVATION (BALTIMORE CITY):

**RESOLVED that the Authority determines the Historic Ships in Baltimore capital project titled “USGGC Taney Fantail Deck Preservation” (the “Project”) will:**

- 1. have an exceptionally significant heritage tourism development impact within the Certified Heritage Area and meets standards outlined in the Baltimore Heritage Area management plan for proposed compatible heritage tourism-related uses, physical improvements, and minimum economic benefits, activities or sales resulting from tourism, or similar results; and,**
- 2. is essential to the success of the Baltimore Heritage Area management plan.**

**AND BE IT FURTHER RESOLVED, that as the Project has been determined to be located outside of a Target Investment Zone, the Authority approves a capital grant of up to \$48,000 to the Project, as an activity eligible to receive a grant under the Authority’s “Policy for the Award of Capital Grants to Projects Located Outside of a Target Investment Zone,” adopted by the Authority on November 2, 2006.**

**AND BE IT FURTHER RESOLVED, that this approval is contingent upon sufficient funding being made available in the Maryland Heritage Areas Authority Financing Fund.**

**AND BE IT FURTHER RESOLVED, that this approval is contingent upon grant the recipient (Grantee) providing written documentation within 3 months of the date of approval of this resolution to Authority staff of the availability of cash matching funds and in-kind contributions dedicated to the project, as required by the Authority’s statute and regulations and detailed in the grant agreement, prior to the disbursement of grant funds. Documentation may consist of financial statements, commitment letters, or other proof acceptable to Authority staff. Disbursements of grant funds may not exceed the total amount of the grant award, or the amount of documented available cash matching funds and in-kind contributions as required by law and regulations and detailed in the grant agreement, whichever is less.**

**AND BE IT FURTHER RESOLVED**, that the staff to the Maryland Heritage Areas Authority is authorized to prepare any documents necessary or useful in order to carry out the Grant in conformance with the terms set forth in the chart titled “Maryland Heritage Areas Authority Grant Requests: Fiscal Year 2012.” Staff is further authorized to make adjustments to the scope of work, timetable, and budget, including the specific allocation of Authority grant funds and the amount of matching funds that must be provided by the Grantee, subject to requirements of law and regulations, and provided that these adjustments do not appreciably alter the programs, work, activities or products of the grant project as approved by the Authority.

**BALTIMORE CITY TOUR BUS FACILITY PLANNING/CONSTRUCTION (BALTIMORE CITY):**

**RESOLVED** that the Authority determines the Baltimore Department of Transportation capital project titled “Baltimore City Tour Bus Facility Planning/Construction” (the “Project”) is:

- 1. have an exceptionally significant heritage tourism development impact within the Certified Heritage Area and meets standards outlined in the Baltimore Heritage Area management plan for proposed compatible heritage tourism-related uses, physical improvements, and minimum economic benefits, activities or sales resulting from tourism, or similar results; and,**
- 2. is essential to the success of the Baltimore Heritage Area management plan.**

**AND BE IT FURTHER RESOLVED**, that as the Project has been determined to be located outside of a Target Investment Zone, the Authority approves a capital grant of up to \$70,000 to the Project, as an activity eligible to receive a grant under the Authority’s “Policy for the Award of Capital Grants to Projects Located Outside of a Target Investment Zone,” adopted by the Authority on November 2, 2006.

**AND BE IT FURTHER RESOLVED**, that this approval is contingent upon sufficient funding being made available in the Maryland Heritage Areas Authority Financing Fund.

**AND BE IT FURTHER RESOLVED**, that this approval is contingent upon grant the recipient (Grantee) providing written documentation within 3 months of the date of approval of this resolution to Authority staff of the availability of cash matching funds and in-kind contributions dedicated to the project, as required by the Authority’s statute and regulations and detailed in the grant agreement, prior to the disbursement of grant funds. Documentation may consist of financial statements, commitment letters, or other proof acceptable to Authority staff. Disbursements of grant funds may not exceed the total amount of the grant award, or the amount of documented available cash matching funds and in-kind contributions as required by law and regulations and detailed in the grant agreement, whichever is less.

**AND BE IT FURTHER RESOLVED**, that the staff to the Maryland Heritage Areas Authority is authorized to prepare any documents necessary or useful in order to carry out the Grant in conformance with the terms set forth in the chart titled “Maryland Heritage Areas Authority Grant Requests: Fiscal Year 2012.” Staff is further authorized to make adjustments to the scope of work, timetable, and budget, including the specific allocation of Authority grant funds and the amount of matching funds that must be provided by the Grantee, subject to requirements of law and regulations, and provided that these adjustments do not appreciably alter the programs, work, activities or products of the grant project as approved by the Authority.

**POOLE’S STORE RESTORATION (MONTGOMERY COUNTY):**

**RESOLVED**, that the Authority determines the Maryland-National Capital Park and Planning Commission/Montgomery Department of Parks capital project titled “Restoration of Poole’s (Seneca) Store” (the “Project”) is:

- 1. identified as a priority activity in the Montgomery County Heritage Area management plan; and**
- 2. consistent with the goals, objectives, strategies, standards, and actions outlined in the management plan; and**
- 3. essential to the success of the Montgomery County Certified Heritage Area management plan.**

**AND BE IT FURTHER RESOLVED**, that as the Project has been determined to be located outside of a Target Investment Zone, the Authority approves a capital grant of up to \$47,000 to the Project, as an activity eligible to receive a grant under the Authority’s “Policy for the Award of Capital Grants to Projects Located Outside of a Target Investment Zone,” adopted by the Authority on November 2, 2006.

**AND BE IT FURTHER RESOLVED**, that this approval is contingent upon sufficient funding being made available in the Maryland Heritage Areas Authority Financing Fund.

**AND BE IT FURTHER RESOLVED**, that this approval is contingent upon grant the recipient (Grantee) providing written documentation within 3 months of the date of approval of this resolution to Authority staff of the availability of cash matching funds and in-kind contributions dedicated to the project, as required by the Authority’s statute and regulations and detailed in the grant agreement, prior to the disbursement of grant funds. Documentation may consist of financial statements, commitment letters, or other proof acceptable to Authority staff. Disbursements of grant funds may not exceed the total amount of the grant award, or the amount of documented available cash matching funds and in-kind contributions as required by law and regulations and detailed in the grant agreement, whichever is **AND BE IT FURTHER RESOLVED**, that the staff to the

**Maryland Heritage Areas Authority is authorized to prepare any documents necessary or useful in order to carry out the Grant in conformance with the terms set forth in the chart titled “Maryland Heritage Areas Authority Grant Requests: Fiscal Year 2012.” Staff is further authorized to make adjustments to the scope of work, timetable, and budget, including the specific allocation of Authority grant funds and the amount of matching funds that must be provided by the Grantee, subject to requirements of law and regulations, and provided that these adjustments do not appreciably alter the programs, work, activities or products of the grant project as approved by the Authority.**

The motions were seconded by Mr. Little and approved unanimously.

Request to approve a Capital Grant of \$90,000 for the retroactive reimbursement of costs incurred by the Town of East New Market for the acquisition of 15.79 acres surrounding Friendship Hall, a National Register listed property.

Ms. Harrison offered the following motion:

**RESOLVED, that the Authority approves a capital grant to the Town of East New Market for the retroactive reimbursement of \$90,000 of the costs incurred by the Town for the fee simple acquisition of 15.79 acres, more or less, adjacent to the historic Friendship Hall property.**

The motion was seconded by Dr. Baker and approved unanimously.

Ms. Fligsten asked if there was a way to establish a policy about retroactive grant awards. Mr. Little felt a policy would be too rigid, that a case by case decision was a better approach, particularly since this was not a frequent occurrence. Ms. Fligsten acknowledged it was an unusual case, but expressed concern about setting a precedent.

### **New Business**

Ms. Racanello asked if the War of 1812 Commission grants could be used as match for MHAA grants. Mr. Pencek said the Commission would not put any state matching restriction on its grants, but the heritage area program does have that restriction. There was discussion of whether the funds were federal/private pass-through funds, or state funds. Mr. Power indicated that the Authority would support allowing the funds use as match if it was legal, and that this issue will be researched and resolved.

### **Adjourn**

The meeting adjourned at 12:35 p.m.

Mr. Pencek showed a seven minute television sizzler segment created by the War of 1812 Commission at the end of the meeting.