

Minutes of the
Eightieth Meeting of the
Maryland Heritage Areas Authority
July 12, 2018

The eightieth meeting of the Maryland Heritage Areas Authority (MHAA) was held on July 12, 2018 at 100 Community Place in Crownsville, MD.

Authority Members/Designees Present:

Robert S. McCord, Secretary, MD Department of Planning, and Chair, Maryland Heritage Areas Authority; Robert D. Campbell (Governor's Appointee for Historic Preservation and serving as Vice Chair for the Maryland Heritage Area Authority); Marty Baker (representing MD Department of Transportation Secretary Pete K. Rahn); Elizabeth Hughes (State Historic Preservation Officer); Pete Leshner (MD Municipal League representative); Amy Seitz (representing MD Department of Housing and Community Development Secretary Kenneth C. Holt); J. Matthew Neitzey (MD Tourism Development Board representative); Elizabeth Fitzsimmons (representing MD Department of Commerce Secretary R. Michael Gill); Burton Kummerow (President of the Senate representative); Janice Hayes-Williams (Speaker of the House representative); Lee Towers (representing MD Higher Education Commission Secretary James D. Fielder, Jr.); Lisa Challenger (Governor's Appointee for Heritage Tourism); Rowland Agbede (representing MD Department of Agriculture Secretary Joseph Bartenfelder); Wayne E. Clark (President of the Senate representative); Natalie Chabot (Representative for MD Greenways)

Authority Members/Designees Absent: John Wilson (representing MD Department of Natural Resources Secretary Mark J. Belton); Thomas Bradshaw (MD Association of Counties representative); Vacant (representing Speaker of the House); Vacant (representing MD State Department of Education Secretary Karen Salmon)

Staff Present: Jennifer Ruffner, Ennis Barbary Smith, Karen Golder, Courtney Hotchkiss (Maryland Historical Trust); Rieyn Deloney (Office of the Attorney General); Marci Ross (MD Department of Commerce)

Heritage Area Directors/Staff Present: Elizabeth Shatto (Heart of the Civil War Heritage Area & Co-Chair, Maryland Coalition of Heritage Areas); Amanda Fenstermaker (Heart of Chesapeake Country Heritage Area & Co-Chair, Maryland Coalition of Heritage Areas); Julie Gilberto-Brady (Heart of Chesapeake Country Heritage Area); Carol Benson (Four Rivers / Annapolis, London Town and South County Heritage Area); Jeffrey Buchheit (Baltimore National Heritage Area); Danielle Walter-Davis (Baltimore National Heritage Area); Gail Owings (Stories of the Chesapeake Heritage Area); Aaron Marcavitch (Maryland Milestones / Anacostia Trails Heritage Area); Mary Ann Lisanti (Lower Susquehanna Heritage Greenway); Brigitte Carty (Lower Susquehanna Heritage Greenway); Sarah Rogers (Montgomery County Heritage Area); Lindsey Baker (Patapsco Valley Heritage Area); Lisa Ludwig (Lower Eastern Shore Heritage Area); Jennifer Durben (Mountain Maryland Gateway to the West Heritage Area); Lucille Walker (Southern Maryland Heritage Area)

CALL TO ORDER

The meeting was called to order at 10:07 a.m. by MHAA Chair and Secretary of the MD Department of Planning, Robert McCord.

INTRODUCTIONS

All MHAA members and MHAA staff seated at the table introduced themselves.

NOMINATIONS & APPOINTMENTS

Mr. McCord explained that the current MHAA Vice Chair, Dr. Marty Baker, will be stepping down. He asked for nominations for a new MHAA Vice Chair, as required by the MHAA bylaws.

Lee Towers made a motion to nominate Robert Campbell. Mr. Campbell accepted the nomination. There were no other nominations.

Dr. Baker seconded this motion, and the motion was approved unanimously.

Mr. McCord asked for nominations for a third appointee to the MHAA Executive Committee, which includes the Chair and Vice Chair.

Pete Leshner nominated Dr. Marty Baker, and Dr. Baker accepted the nomination. There were no other nominations.

Amy Seitz seconded the motion, and the motion was approved unanimously.

MHAA CHAIRPERSON ANNOUNCEMENTS /UPDATES (Robert McCord, MHAA Chair)

Mr. McCord reported on the Department of Planning's (MDP) regional listening sessions as part of the planning process for "A Better Maryland." He explained that 72 meetings have been held across the state, in all counties and Baltimore City. He said that people consistently listed community, diversity, history, and the environment as assets in their localities. MDP is now in the process of distilling and analyzing what was shared in the listening sessions. The comments shared have been categorized by subject matter and county and are available to view online. Mr. McCord also noted that MDP is working with other state agencies to see how they might be able to address some of the issues raised in regional listening sessions.

Wayne Clark asked Mr. McCord when this planning process for "A Better Maryland" is expected to be complete. Mr. McCord answered that a report is due to the Governor on July 1 of 2019.

APPROVAL OF MINUTES FROM JANUARY 11, 2018 MEETING

Mr. McCord called for a motion to approve the April 12, 2018 minutes. Mr. Campbell moved to approve the minutes. He offered the following motion:

RESOLVED, that the Authority approves the April 12, 2018 minutes as presented (R-100).

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

MANAGEMENT REPORT (Jennifer Ruffner, MHAA Administrator)

MHAA Financing Fund Report

Ms. Ruffner reported that as of May 22, 2018, the current balance was \$375,419.56. Ms. Ruffner noted that the end of FY 2018 numbers have not been finalized yet but they are expected to be very close to this current balance.

Ms. Ruffner stated that the balance of the MHAA Financing Fund is higher than it was at the last MHAA meeting as a result of a number of MHAA grantees who either decided not to complete the grant project at this time or came in under budget—in both cases resulting in money returned to the MHAA Financing Fund balance.

Ms. Elizabeth Fitzsimmons asked if a report showing the total grant funds recommended within each heritage area was available. Ms. Ruffner explained that for FY 2019 grants recommended for funding by the Technical Advisory Committee (TAC) this type of report is available and is included in the MHAA members' meeting materials.

Economic Impact Study Update

Ms. Ruffner reported that comments on the draft of the FY 2018 MHAA economic impact study have been received from the heritage area directors and TAC. MHAA staff plan to have a finished report to share with the MHAA members at their October 2018 meeting.

Update on Program Impact Study Working Group

After two productive meetings of the Program Impact Study Working Group in the early Spring of 2018, this working group has not found time to convene during the MHAA grants review cycle. Ms. Ruffner reported that MHAA staff will now be turning their attention back to convening these meetings and developing drafts of requests for proposals associated with this study.

Upcoming Boundary Amendment – Canal Place

Ms. Ruffner reported that the Canal Place Preservation and Development Authority plans to submit a request for a boundary amendment to the Authority this fall to be reviewed by the Technical Advisory Committee in September 2018 and by the Authority in October 2018.

Ms. Ruffner shared that plans are in development to hold the October 2018 MHAA meeting in Cumberland in order to allow Authority members to attend a tour of the areas proposed for inclusion in the Canal Place Heritage Area.

Grants Software Update

Ms. Ruffner reported that the Maryland Historical Trust (MHT) has been using their current grant management software system for five years and the time has come to renew the contract or go through the procurement process with another vendor. After completing a sole source justification, MHT has now entered into another contract with the same vendor. The system is now called Blackbaud Grantmaking.

Ms. Ruffner noted that during the time when the grant management software will be upgraded to new cloud-based version, there will be some downtime when staff and grantees will be unable to access the online system used for submitting applications and reports. This will occur for about two weeks in late August and early September.

Ms. Natalie Chabot asked a clarifying question about the timeframe for when the new system will be up and running as it relates to the FY 2020 grant cycle. Ms. Ruffner confirmed that by the time MHAA is ready to open the next grant round, the new system will be in use.

Mr. Wayne Clark inquired about the feasibility of producing a report that would show how the current level of MHAA and MHT administrative staffing functions with the increased workload associated with more grant funding availability in FY 2019.

Ms. Ruffner responded that MHAA and MHT staff have already created a spreadsheet intended as a tracking mechanism that will show how long it takes for FY 2019 grants to move through the processing cycle and where bottlenecks exist.

Maryland Coalition of Heritage Areas (MCoHA) Report

Amanda Fenstermaker and Elizabeth Shatto (Co-Chairs, MCHA)

Ms. Elizabeth Shatto reported that the Coalition held a retreat on May 21, 2018. Topics covered at the retreat included the progress of the program impact working group, a discussion of how heritage areas can play a role in disaster preparedness and relief in their areas, and a report from the Coalition's legislative committee about the positive relationship building with Program Open Space.

Ms. Shatto shared that the Coalition has decided to continue holding the legislative reception that they have held in past years in Annapolis. She thanked Mr. Aaron Marcavitch and the other directors involved for all their work on these receptions.

Ms. Shatto discussed that several heritage areas are exploring how they can help sites in their boundaries develop emergency plans and protocols for severe weather. She also shared that the

Coalition continues to work on policy recommendations related to the Technical Advisory Committee.

While the Coalition will continue to have a co-chair governance structure, Ms. Shatto shared that she and Ms. Amanda Fenstermaker are stepping down as co-chairs after this meeting. Dr. Carol Benson has volunteered to serve as the interim chair. New leadership is expected to be in place by September 2018. Moving forward, there will be two-year terms for the co-chairs.

Mr. Clark thanked Ms. Fenstermaker and Ms. Shatto for their service over the past two years. Mr. McCord presented Ms. Fenstermaker and Ms. Shatto with certificates acknowledging their service and thanked them as well.

ACTION ITEMS

Resolution R-200 to Approve a Request by the Heart of the Civil War Heritage Area, the National Park Service, the Maryland Park Service and the City of Frederick to amend the boundaries of the Heart of the Civil War Heritage Area.

Ms. Ruffner reminded the Authority members of a recent change to the boundary amendment regulations that created a streamlined process for approving administrative (as opposed to programmatic) boundary amendments in cases in which the areas proposed for inclusion are already included in the Certified Heritage Area's planning documents. The boundary amendment proposed as R-200 falls into the category of administrative boundary amendments. Therefore, no public hearing was required.

Ms. Ruffner summarized that R-200 would allow the Heart of the Civil War Heritage Area to include Catoctin Mountain Park, a unit of the National Park Service; Gambrill State Park and Cunningham Falls State Park, units of the Maryland State Parks; and the Frederick City Watershed/Frederick Municipal Forest. She noted that each of these parks is discussed extensively in the Heart of the Civil War Heritage Area's planning documents, and that the TAC recommended approving this proposal.

Ms. Seitz made the following motion:

RESOLVED, that the Authority approves the request by the Heart of the Civil War Heritage Area, the National Park Service, the Maryland Park Service and the City of Frederick to amend the boundaries of the Certified Heritage Area to include Catoctin Mountain Park, a unit of the National Park Service; Gambrill State Park and Cunningham Falls State Park, units of the Maryland State Parks; and the Frederick City Watershed/Frederick Municipal Forest.

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

At this point, Mr. McCord asked the heritage area staff and others in the audience to introduce themselves, apologizing for not asking earlier. All audience members introduced themselves briefly.

Resolution R-300 to Approve a Request by the Montgomery County Heritage Area and Montgomery County to amend the boundaries of the Montgomery County Heritage Area.

Ms. Ruffner explained that many of the sites proposed for inclusion as part of this boundary amendment are related to African American history and culture. During the original planning process for the Montgomery County Heritage Area, it seems that emphasis was placed on “visitor-ready” sites. Many of these sites were not seen as “visitor-ready” at the time when the heritage area was certified. The sites now proposed for inclusion under R-300 were not mentioned in the planning documents, meaning that this amendment falls into the category of programmatic boundary amendments.

Ms. Ruffner explained that, as required for programmatic boundary amendments, a public hearing was held on June 5, 2018 at the Brookeville Academy located at 5 High Street, in Brookeville, Maryland. The following Authority members attended a driving tour of the sites proposed for inclusion and the public hearing: Robert Campbell, Janice Hayes-Williams, and Lee Towers. One member of the public attended and spoke in favor of the proposed boundary amendment.

Ms. Sarah Rogers thanked the Authority members and MHAA staff for attending the tour and public hearing for this boundary amendment proposal.

Ms. Hayes-Williams made the following motion:

RESOLVED, that the Authority approves the request by the Montgomery County Heritage Area and Montgomery County to amend the boundaries of the Certified Heritage Area to include the Audubon Naturalist Society in Chevy Chase; Josiah Henson Park in North Bethesda; Pleasant View Historic Site and Seneca Creek State Park in Gaithersburg; the Smithville Colored School in Colesville; the Sandy Spring Slave Museum; and the Germantown Historic District.

Ms. Seitz seconded the motion, and it was approved unanimously.

Mr. Campbell, Ms. Hayes-Williams, and Mr. Towers thanked Ms. Rogers for a well-planned and researched tour of the sites proposed for inclusion in the Montgomery County Heritage Area.

Resolution R-400 to Amend the FY 2015 Grant Award to Charles County for the Capital Grant “Port Tobacco Land Acquisitions – Wade Property.”

Ms. Ruffner explained that the Authority awarded a grant to Charles County in FY 2015 for acquisition of Parcels 2 and 7 of the “Wade Property” in Port Tobacco. However, Charles County ended up purchasing Parcel 1 of the Wade Property.

Ms. Ruffner noted that Charles County is now asking the Authority to amend the grant's scope of work to authorize this purchase. After review, the TAC has recommended that this request for an amendment be approved by the Authority. A preservation easement would have been required by MHT as a condition of the grant, if Parcels 2 and 7—where there are standing structures—were purchased. However, a preservation easement will not be required for Parcel 1.

Mr. Clark asked about the possibility of archaeological resources on Parcel 1 and about whether the presence of such resources might necessitate a preservation easement, even when no standing structures are present.

Ms. Elizabeth Hughes asked Mr. Clark if he recommends that MHT consider the potential for an easement on Parcel 1 of the Wade Property. Mr. Clark said that he would.

Mr. McCord, adding language based on this recommendation, made the following motion:

RESOLVED, that the Authority approves the request by the Charles County Commissioners to amend the FY 2015 Grant for the “Port Tobacco Land Acquisitions” to amend the scope of work to authorize use of the grant funds for the purchase of Parcel 1 of the Wade Property instead of Parcels 2 and 7; and that the Authority recommends that MHT review the necessity of requiring easement conveyance for Parcel 1 of the Wade Property.

Ms. Hughes seconded the motion, and it was approved unanimously.

[Follow-Up Note: MHAA staff consulted with MHT Easement staff, and confirmed that because this was an archeological site, MHT does not wish to take a preservation easement on the property.]

Resolution R-500 to Approve Funding Requests: FY 2019 Maryland Heritage Areas Authority Grants

Mr. Ruffner thanked the Coalition of Heritage Areas for all their work to increase MHAA's grant funding levels, pointing out that in FY 2019, for the first time, the Authority will be able to award \$5.1 million in grants. She noted that the funding level for MHAA grants was increased in the Maryland State budget to \$6 million total, with \$5.4 million specifically earmarked for grants. Out of this \$5.4 million, \$300,000 was allocated to MHT's Non-Capital Grant Program, leaving \$5.1 million for FY 2019 MHAA grants.

Ms. Ruffner further explained that in past grant cycles the Authority obtained funds for MHAA Emergency Grants through an over-target spending authorization request in the amount of \$100,000. The TAC discussed this at the beginning of their grant review session. MHAA staff reached out to the heritage area directors about the level of need for potential emergency projects resulting from recent severe weather. In light of the directors' responses in which they described projects of which they are already aware, the TAC decided to recommend that \$100,000 of the

\$5.1 million available for FY 2019 MHAA grants be reserved for MHAA Emergency Grants, leaving \$5 million to award as FY 2019 Management, Marketing, Block, and (non-emergency) Project grants.

Ms. Ruffner shared that MHAA staff received and the TAC reviewed \$7.2 million in grant requests for FY 2019, making the review process very competitive, even with the increased funding. She reiterated that there were many tough decisions with which the TAC struggled. The review process includes four people reading each grant application. Each TAC member reads a portion of the grant applications, while MHAA staff read all of them. An algorithm is then used to combine the state and local rankings so that they have equal weight in the final overall ranking.

Ms. Ruffner asked Authority members to refer to both the grant chart organized by heritage area and also to the grant chart organized by overall ranking for the full list of grants recommended for funding by the combined TAC and local reviews. She noted that very few grants received partial funding in FY 2019 as compared with previous grant cycles.

Ms. Ruffner also noted that the seven Block Grants recommended for funding in FY 2019 are a new type of MHAA grant awarded to heritage areas for the first time this year. These Block Grants will allow the heritage areas to award up to \$25,000 in mini-grants to eligible organizations within a given heritage area's boundaries for non-capital projects. Recognizing that this is not a model that will work for all heritage areas, heritage area management entities are still eligible to include up to \$15,000 in grant funding for mini-grants in their MHAA Management Grant budgets, if they opt not to apply for a Block Grant for the same fiscal year. Mini-grants, are intended to be smaller grants—usually under \$5,000—and to have less arduous application and reporting processes, allowing organizations with less organizational capacity and fewer resources for matching funds to access MHAA funding.

Ms. Ruffner pointed out that the TAC recommended funding for all 13 MHAA Management Grant applications and all four MHAA Marketing Grant applications received.

There was discussion.

Ms. Seitz asked the heritage area staff who applied for MHAA Block Grants to discuss how these Block Grants will be used.

Ms. Lindsey Baker (Patapsco Valley Heritage Area) described how her heritage area is working to streamline their mini-grant application, reducing it from seven pages to a shorter format. She noted that mini-grants are important to local grantees and identifying viable mini-grant projects is an internal priority for her heritage area.

Ms. Mary Ann Lisanti (Lower Susquehanna Heritage Area) described the increased mini-grant capacity that will be available thanks to the MHAA Block Grants as a tool that she can use for leveraging donations from corporate funders to organizations within her heritage area.

Mr. Jeffrey Buchheit (Baltimore National Heritage Area) explained that the availability of MHAA Block Grants will help his heritage area in transforming their existing mini-grant program into the Heritage Neighborhoods Program, which will support emerging neighborhoods as they develop their heritage resources and tourism experiences.

Mr. Aaron Marcavitch (Anacostia Trails Heritage Area) explained that he is using the increased funding as an opportunity to leverage more funds from municipalities who support the heritage area financially. He is also considering offering “micro-grants” for small projects, such as bicycle racks, and instituting a rolling deadline to be nimbler in responding to the needs of local organizations.

Ms. Julie Gilberto-Brady (Heart of Chesapeake Country Heritage Area) noted that the MHAA Block Grants will allow her heritage area to fund more projects. There is high demand for mini-grants in the heritage area.

Ms. Shatto (Heart of the Civil War Heritage Area) described that the new MHAA Block Grants will allow her heritage area to offer more mini-grants and mini-grants with greater award amounts. She said her heritage area is still in the process of exploring how they may transform their mini-grant program based on this new opportunity for increased funding.

There was discussion.

Mr. Matthew Neitzey made the following motion:

RESOLVED, that the Maryland Heritage Area Authority approves thirteen (13) management grants and four (4) marketing grants for the management and marketing of CHAs, as defined below; and seven (7) block grants and eighty-four (84) project grants for projects and activities (collectively the “Resolution R-500 Grants”) located within the Anacostia Trails Heritage Area, Annapolis, London Town and South County Heritage Area, Baltimore National 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 Area, Montgomery County Heritage Area, Patapsco Valley Heritage Area, Southern Maryland Heritage Area, and Stories of the Chesapeake Heritage Area (collectively, the “CHAs”), 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: Fiscal Year 2019” (the “Chart”), attached hereto and made part of Resolutions R-500 through R-900.

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 (the “Grantee(s)”) providing written documentation to Authority staff of the availability of cash matching funds dedicated to the project, as required by the Authority’s

statute and regulations, no later than September 30, 2018 and 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. Staff is further authorized to make adjustments to the scope of work, timetable, and budget set forth in the Chart and grant application, including the specific allocation of Authority grant funds and the amount of matching funds that must be provided by the Grantees, subject to requirements of law and regulations, and provided that these adjustments do not materially alter the programs, work, activities or products of the grant project as approved by the Authority.

Ms. Fitzsimmons seconded the motion, and it was approved unanimously.

Mr. McCord thanked the Authority for approving these MHAA grant awards and invited several other motions to approve grant requests for which members of the Authority need to recuse themselves.

FY 2019 MARYLAND HERITAGE AREAS AUTHORITY GRANTS APPROVED BY RESOLUTIONS R-600, R-700, R-800, AND R-900 (COLLECTIVELY, THE “SEPARATE RESOLUTION GRANT(S)”) ARE APPROVED BY SEPARATE RESOLUTIONS EXCLUDING AUTHORITY MEMBERS WITH CONFLICTS OF INTEREST

Resolution R-600 to Approve Funding Request: FY 2019 Maryland Heritage Areas Authority Grant to the Maryland Historical Society for the “Campus Design Plan Phase II” project.

Mr. Clark made the following motion:

RESOLVED, that, in addition to the Resolution R-500 Grants, the Maryland Heritage Area Authority approves a grant to the Maryland Historical Society for the “Campus Design Plan Phase II” project under the Maryland Heritage Areas Authority Grant Program as detailed and in accordance with the amounts and terms set forth in the Chart.

Mr. Leshar seconded this motion.

Mr. Kummerow recused himself. The motion was approved unanimously.

Resolution R-700 to Approve Funding Request: FY 2019 Maryland Heritage Areas Authority Grant to the Chesapeake Bay Maritime Museum, Inc. for the “Restoration of the Historic Tug Delaware” project.

Dr. Baker made the following motion:

RESOLVED, that, in addition to the Resolution R-500 Grants, the Maryland Heritage Area Authority approves a grant to the Chesapeake Bay Maritime Museum for the “Restoration of the Historic Tug Delaware” project under the Maryland Heritage Areas Authority Grant Program as detailed and in accordance with the amounts and terms set forth in the Chart.

Ms. Seitz seconded the motion.

Mr. Leshar recused himself. The motion was approved unanimously.

Resolution R-800 to Approve Funding Requests: FY 2019 Maryland Heritage Areas Authority Grants to Fell’s Point Main Street, Inc. for the “Signage Celebrating Historic Fell’s Point” project; to Cambridge Main Street, Inc. for the “Growth of the Cambridge Dorchester Heritage Festivals” project; and to Main Street Middletown, MD, Inc. for the “Acquisition of 19-21 West Main Street” project.

Mr. Clark made the following motion:

RESOLVED, that, in addition to the Resolution R-500 Grants, the Maryland Heritage Area Authority approves grants to Fell’s Point Main Street, Inc. for the “Signage Celebrating Historic Fell’s Point” project; to Cambridge Main Street, Inc. for the “Growth of the Cambridge Dorchester Heritage Festivals” project; and to Main Street Middletown, MD, Inc. for the “Acquisition of 19-21 West Main Street” project under the Maryland Heritage Areas Authority Grant Program as detailed and in accordance with the amounts and terms set forth in the Chart.

Mr. Leshar seconded the motion.

Ms. Seitz recused herself, noting that the Fell’s Point Main Street, Inc. is not under her purview and she would be able to vote on projects submitted by this grantee in future grant cycles. The motion was approved unanimously.

Resolution R-900 to Approve Funding Request: FY 2019 Maryland Heritage Areas Authority Grant to the Friends of the Jefferson Patterson Park and Museum, Inc. for the “Interactive & Educational Components of the Smithsonian’s H2O Today Exhibit” project.

Mr. Leshar made the following motion:

RESOLVED, that, in addition to Resolution R-500 Grants, the Maryland Heritage Area Authority approves a grant to the Friends of the Jefferson Patterson Park and Museum, Inc. for the “Interactive & Educational Components of the Smithsonian’s H2O Today Exhibit” project under the Maryland Heritage Areas Authority Grant Program as detailed and in accordance with the amounts and terms set forth in the Chart.

AND BE IT FURTHER RESOLVED, that the approvals of the Separate Resolution Grants are contingent upon sufficient funding being made available in the Maryland Heritage Areas Authority Financing Fund.

AND BE IT FURTHER RESOLVED, that the approvals of the Separate Resolution Grants are contingent upon grant recipients (the “Grantee(s)”) providing written documentation to Authority staff of the availability of cash matching funds dedicated to the projects, as required by the Authority’s statute and regulations, no later than September 30, 2018 and 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 Separate Resolution Grants in conformance with the terms set forth in the Chart. Staff is further authorized to make adjustments to the scopes of work, timetables, and budgets set forth in the Chart and grant application, including the specific allocation of Authority grant funds and the amount of matching funds that must be provided by the Grantees, subject to requirements of law and regulations, and provided that these adjustments do not materially alter the programs, work, activities or products of the grant projects as approved by the Authority.

Dr. Baker seconded the motion.

Ms. Hughes recused herself. The motion was approved unanimously.

Ms. Shatto asked about when the press release listing the newly awarded FY 2019 MHAA grants will be circulated to the public. Ms. Ruffner answered that the press release will go out by Monday, July 16 or earlier. She explained that award and declination letters will be sent via email on the afternoon of July 12 and on July 13. Ms. Ruffner asked that the heritage areas wait to circulate local press releases until after MHAA staff circulate the state press release.

HERITAGE AREA DIRECTORS’ ANNOUNCEMENTS

Ms. Lisa Ludwig (Lower Eastern Shore Heritage Area) announced that the Lower Eastern Shore Heritage Area will hold a clam and crab bake on Wednesday, July 18.

Dr. Carol Benson (Four Rivers / Annapolis, London Town and South County Heritage Area) said that Annapolis will be holding a fundraiser concert on July 28 for the families of the victims of the recent tragic shooting in the Capital Gazette newsroom. She invited Ms. Hayes-Williams to share her thoughts on this tragic event.

Ms. Hayes-Williams mentioned that the band Good Charlotte will be headlining the fundraiser concert. She asked everyone present to join her in a moment of silence.

A moment of silence was held.

Ms. Jennifer Durben (Mountain Maryland Gateway to the West Heritage Area) announced that on August 20, the local Model T club in her heritage area will be celebrating the centennial of the “vagabonds”—Henry Ford, Thomas Edison, Harvey Firestone and John Burroughs—who traveled through Garrett County on their trip along the National Road.

Ms. Julie Gilberto-Brady (Heart of Chesapeake County Heritage Area) shared that the Maryland State Highway Administration is planning to undertake archaeological work for two weeks in September 2018 at the Bailey House in Cambridge, Maryland. There has been an initial discovery of archeological evidence of a potential slave quarters on the site. The heritage area has been getting a communications plan in place that includes reaching out to the local community to encourage visits during the archaeological work, the development of hands-on activities and lesson plans, live-streaming, and audio guides. The heritage area is working on its five-year plan update. Arts and entertainment and the environment are two new areas of focus that will be added to this plan update. She also announced that in Fall of 2019, Cambridge will be displaying the Smithsonian Institution’s Waterways Exhibit.

Ms. Hayes-Williams asked about using genealogy as a way to engage descendants of those enslaved people who way have lived on the Bailey House property. Ms. Gilberto-Brady agreed that this would be a good idea, and there was further discussion of possible genealogical resources.

Ms. Mary Ann Lisanti (Lower Susquehanna Heritage Greenway) announced that her heritage area has completed the Eighteenth Annual River Sweep, reaching the 100-ton mark for garbage pulled from the river. There were over 300 participants. Her heritage area has been assisting with Port Deposit’s new plan for their waterfront. The alumni of the Historic Colored School, which closed in 1967 and is located in Havre de Grace, have raised money to purchase the building. They have had a soft opening.

Ms. Lindsey Baker (Patapsco Heritage Greenway) spoke about a series of successful river clean-up events that her heritage area has coordinated. She shared that three tons of debris have been pulled from the Patapsco River since the major flooding event that took place in May of 2018. She shared that she has touched based with the Catonsville Historical Society whose members made the decision to dispose of their collection of the *Catonsville Times* after it was damaged by the flooding. She said that this and related stories have spurred her heritage area to hold an emergency preparedness workshop for museums and historical societies. Her heritage area is also working on a new logo and building a toolkit for outreach to Spanish-speaking visitors to Patapsco State Park.

Ms. Lucille Walker (Southern Maryland Heritage Area) announced that her heritage area is almost ready to launch a new website and social media presence. There are no tourism directors in place for any of the three counties in her heritage area currently. This scenario has meant that people have been engaging with the heritage area more. The heritage area has doubled the funding it receives from all three counties in which it exists. This funding will increase the opportunities for mini-grants. She shared that she is working diligently to build relationships with the various bands of Piscataway Indians, and the Piscataway-Conoy have received a mini grant from the heritage area.

Ms. Sarah Rogers (Montgomery County Heritage Area) shared that the annual Heritage Days events held by her heritage area were a success. The White's Ferry site is developing itself as a gateway attraction. This site has 300 commuter cars pass by daily.

Ms. Gail Owings (Stories of the Chesapeake Heritage Area) announced that her heritage area has funded a Frederick Douglass driving tour as a mini-grant. She shared that the heritage area will hold its annual Bull and Oyster Roast Fundraiser at the Kennard School in October 2018.

Mr. Aaron Marcavitch (Maryland Milestones / Anacostia Trails Heritage Area) noted that his heritage area received a National Park Service grant that will help to fund the creation of a Civil Rights Trail in Prince George's County. He thanked the Authority for approving a FY 2019 MHAA Project Grant that will serve as the match for this federal funding. He shared that a Battle of Bladensburg reenactment will be held on August 11 and—on the same day—the College Park Aviation Museum will commemorate the 100th anniversary of air mail.

Mr. Jeff Buchheit (Baltimore National Heritage Area) thanked the Authority for the funding awarded to his heritage area. He shared that the national heritage areas are holding a meeting at which they plan to discuss diversifying funding sources. He noted that the HOPE Crew, a program of the National Trust for Historic Preservation has been working at the Peale Center in Baltimore.

Ms. Elizabeth Shatto (Heart of the Civil War Heritage Area) noted that she will be showcasing the Heart of the Civil War Heritage Area at the Student Youth Travel Association Conference in Baltimore by offering a tour to attendees. She shared that Emily Huebner, the other staff person for her heritage area, was attending on July 12 a meeting of Maryland non-profits in Baltimore to discuss the newly passed legislation regarding non-capital grants and operating expenses.

Ms. Rieyn Deloney added that the Attorney General's staff across multiple state agencies are coordinating on the interpretation of this new law.

MEMBER ANNOUNCEMENTS

Dr. Baker noted that the 2040 Maryland Transportation Plan is in progress and the Bicycle Pedestrian Master Plan is also being updated. Grant review decisions made by her agency will be announced this fall.

Mr. Leshar invited everyone to a new exhibit of rare and significant maps and charts of the Chesapeake Bay that will be on display at the Chesapeake Bay Maritime Museum.

Ms. Seitz noted that the Department of Housing and Community Development is currently reviewing grant applications for several programs, including operating grant applications that were due on July 12. Decisions will be announced in the fall of 2018. The Keep America Beautiful Conference will be held in February in Baltimore.

Ms. Fitzsimmons shared information about several Visit Maryland initiatives, including the Great Chesapeake Loop, the Summer of Music, the Ice Cream Trail, Fleet Week, and the National Folk Festival.

Mr. Rowland Agbiede announced the Maryland Department of Agriculture's new program about historical agriculture in the state. Over the next six months, the agency will be developing an online mapping application.

Ms. Hughes announced the MHT Capital Grants award ceremony to be held in Easton, Maryland. She said the MHT Non-Capital Grants' intent-to-apply form deadline has passed, but potential grantees may still be able to submit a full application. She noted that MHT is undertaking a survey of dairy farms in western Maryland.

Ms. Hayes-Williams pointed out that Annapolis has recently been listed as one of America's Most Endangered Historic Places by the National Trust for Historic Preservation. She said the Authority should be part of the problem-solving process to address the threats to Annapolis' cultural resources.

ADJOURN

Ms. Seitz made a motion to adjourn the meeting. Ms. Hayes-Williams seconded the motion, and it was approved unanimously.