

**CAMBRIDGE WATERFRONT DEVELOPMENT, INC.**

Regular Meeting of Board of Directors

Thursday January 17, 2019

9:00 am – 12:00

Conference Room

Cambridge-Dorchester Regional Airport  
5263 Bucktown Rd, Cambridge, MD 21613

- I. Call to Order
- II. Approval of the Agenda
- III. Approval of Minutes for Sept. 26, 2018, November 15, 2018, and Dec. 6, 2018
- IV. Report on Dec. 6, 2018 closed sessions re technical assistance proposals and re public financing options.
- V. Follow-Up on proposals from Jones, Lang & LaSalle and from RCLCO.
- VI. Site Activation Program

Recommended Action:

- i. Subject: Board Subcommittee to develop a site activation program for Board consideration  
Recommendation: Appoint Daryl Butcher, Frank Narr to work with Board President Rich Zeidman
- VII. Fiscal Year 2019 Budget and Fiscal 2020 Proposed Budget
  - VIII. Interim Executive Director's Report – to be distributed:

Recommended Actions:

- i. Subject: Executive Director Recruitment:  
Recommendation: Approve schedule in attached Memo.
- ii. Subject: Shore Health property appraisal and environmental assessment:  
Recommendation: Authorize Interim Executive Director and President to execute contracts with appraiser and environmental assessment firms agreed to with Ken Kozel, President/CEO of Shore Regional Health, in amounts not to exceed \$30,000 to be matched by Shore Regional Health.

- iii. Subject: Joint meeting of City and County Councils:  
Recommendation: Form a Board Subcommittee to plan the presentation and materials and appoint Jeff Powell and Frank Narr to work with the Interim Executive Director.
  
- iv. Subject: FY 2020 Budget:  
Recommendation: Approve:
  - a. Proposed budget of \$ XXX for Fiscal Year 2020

<b>Estimated Revenue:</b>	City	County	State	Total
Fund Balance (revenue over expenses)	30000	20000		50000
<i>FY 2020 new revenue</i>	<i>80000</i>	<i>62500</i>	<i>75000</i>	<i>217500</i>
<b>Total Estimated Revenue</b>	<b>110000</b>	<b>82500</b>	<b>75000</b>	<b>267500</b>
<b>Total Proposed Expenses</b>	<b>110000</b>	<b>82500</b>	<b>75000</b>	<b>267500</b>

- b. Authorize Interim Executive Director to submit budget requests as follows:
  - City: \$ 80,000
  - County: \$ 62,500
  - State: \$ 75,000
  - TOTAL: \$217,500

IX. Board Directors' Comments

X. Adjourn

By action of the Board, closed session items may be added to the agenda to discuss and consider confidential matters.

NOTE: Minutes and reports are available upon request from Sandra Tripp-Jones, Interim Executive Director at: phone: 805-453-4480 and email: [sandra.trippjones@CWDIMD.org](mailto:sandra.trippjones@CWDIMD.org).