

**MIDTOWN COMMUNITY BENEFITS DISTRICT MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES WEDNESDAY, JULY 1, 2009  
UNIVERSITY OF BALTIMORE FOUNDATION BUILDING  
1130 N. Calvert Street  
6:30 pm**

**Member's Present:** Randall Carroll, Steven Cassard, Michael Deets, Polly Duke, James Erny, Keith Gilchrist, Steven Johnson, Michael Molla, Steven Shen, Jason Curtis representing Paul Snyder, Kristy Taylor, Carlo Van Grieken

**Staff Present:**

Peter Merles, District Administrator, Midtown Community Benefits District  
Peggy Smallwood, Office Manager, Midtown Community Benefits District

**Visitor Present:**

Anthony Jones, Community Liaison for Councilman Bill Cole

Michael Deets called meeting to order at 6:37 pm. Chair called for introductions. James Erny, new member to the board representing Charles North was introduced.

**Approval of Minutes**

*Chair makes motion to approve minutes.*

*Michael Molla seconds motion.*

*All in favor. Motion passes.*

**Peter Merles, District, Administrator's Report**

*Report distributed at the meeting and copies are on file at the MCBBD office in the minutes binder.*

**Midtown Development Corporation Report**

*No report to give at this time.*

**Committee Reports**

**Steven Johnson, Budget and Finance Committee**

*Report distributed at the meeting and copies are on file at the MCBBD office in the minutes binder.*

- FY 2009 budget will end in a positive
- The City of Baltimore had suggested that MCBBD consider setting aside a reserve fund. The Finance Committee researched and discussed the issue with the auditors who indicated that establishing a reserve account was appropriate. The amount of reserve would equal to approximately 10% of the operating budget.

*The Committee is recommending using cash on hand and setting 10% of current budget aside as a reserve account and in future years keep the reserve account at 10% of budget.*

*Chair opens floor for discussion. Discussion follows.*

*Chair recaps committee recommendation for establishing a reserve account that will equal 10% of the yearly operating budget.*

*All in favor. Motion passes.*

**Michael Molla, Public Safety**

*Report distributed at the meeting and copies are on file at the MCBBD office in the minutes binder.*

Committee Chair recapped topics discussed at June 10<sup>th</sup> Security Committee Meeting.

- National Night out will be held on Tuesday, August 4<sup>th</sup> at Pearlstone Park beginning at 6:30 pm
- The committee will begin discussing development of a Youth Outreach Initiative.
- The committee feels there is a need to purchase two additional Segways. The Segways will be used by off-duty police officers and the COPs. The estimated cost for two additional Segways would be \$12,000.00.
- The committee is recommending approval of a 3 month half-time contractual agreement for Jovonne Lewis to continue safety initiatives.

*Chair recaps motion to purchase two additional Segways.*

*Chair opens floor for discussion.*

*Discussion follows.*

*Polly Duke amends motion to approve purchase of two additional Segways and schedule additional training in all four neighborhoods within the next 6 weeks.*

*Discussion follows.*

*All in favor. Motion passes.*

*Chair recaps motion to extend funding for 3 months to retain part time contractual Safety Coordinator. The projected \$6000.00 will be funded out of Safety Initiative special fund.*

*Chair opens floor for discussion.*

*All in favor. Motion passes.*

### **Polly Duke, Outreach Committee**

- Door hangers were passed at the meeting. They will be included with the surcharge tax bill.
- Tentative date for next committee meeting will be July 15<sup>th</sup>. Meeting will focus on the Strategic Plan.

### **Steven Shen, Operations Committee**

- Bolton Hill has opted-out in spraying of weeds in the neighborhood.
- New email address has been added making it more convenient to request service from MCBD. A service request can be sent from your smart phone to [Service@Midtowncommunity.org](mailto:Service@Midtowncommunity.org).

### **New Business**

*No new business to report at this time.*

### **Neighborhood News**

- Bolton Hill will hosts it's annual crab feast on August 31<sup>st</sup>
- NorthScape Music Festival will be held on Saturday, July 18<sup>th</sup> at Charles Street and North Avenue

### **Adjournment**

*Chair asks for motion from floor to adjourn meeting*

*Steve Johnson seconds motion*

*Meeting is adjourned*