

**MIDTOWN COMMUNITY BENEFITS DISTRICT MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES Wednesday, SEPTEMBER 7, 2016  
MICA – 1601 MT ROYAL AVENUE – 6:30 PM**

**Member's Present:** Joseph Palumbo, Eric Costello, Rufus Davis, Brian Winsor, Steve Johnson, Michele Richter, Adrian Harpool, Michael Marcus, by telephone Kory Gedin and Pamela Johnson

**Staff Present:**

Michelle Wirzberger, Executive Director, Midtown Community Benefits District  
Peggy Smallwood, Deputy Director, Midtown Community Benefits District

Visitor(s) Present: Jelani Somerszavle, Mayor's Office of Neighborhoods

Joseph Palumbo, Chair called meeting to order at 6:37 pm

**Approval of June minutes**

**Chair asked for motion to approve June minutes**

*Steve Johnson motioned to approve June minutes.*

*Adrian Harpool seconded the motion.*

*All in favor. Motion passed.*

**Michelle Wirzberger, Executive Director's Report**

- An update was given of current staffing issues and future staffing projections. Currently, all positions are filled. However, Michelle continues to actively seek out job placement programs such as Humanim, Living Classrooms, etc., that will create a pipeline to immediately fill in temporary until incumbents are hired permanently due to staff turnover.
- On August 17, 2016, all staff members participated in a staff training that discussed the new Standard Operating Procedures (SOP). Staff members also received a map of their routes.
- An update was given on the sale of 815 N. Howard Street. As previously discussed at June's board meeting, the board approved the sale of 815 N. Howard Street at no less than \$120,000 and a grant of up to \$84,751 from the MCBBD to the MCF to cover broker's commission, and to satisfy the remaining mortgage balance. The building was auctioned on Tuesday, July 26, 2016, by A.J. Billing & Co. Auctioneers. The final settlement cost were \$104,483.29. There was a balance of \$13,000 in the building fund after paying the mortgage payments, utilities, etc. MCBBD granted to the fund a total of \$91,483.29.
- The Fall Town Hall meeting will be held on Wednesday, October 5, 2016, at Brown Memorial Park Avenue Presbyterian Church located at 1316 Park Avenue, Baltimore, Maryland 21217. Nominations should be sent to michellew@midtowncommunity.org and must be received by 5:00 pm on September 28th.

## **Committee Reports**

### **Steve Johnson, Budget & Finance Committee**

- Preliminary results show a surplus ending 2016 – 2017. The surplus is contributed to careful spending over the course of the year.
- The committee will meet and finalize the purchase of the two club cars based on the cash on hand projections.

### **Clean/Green Committee Report**

- The green committee continues to work on driver accountability processes. They have also discussed trash can placements throughout the district and how to include new trash cans in a baseline agreement with the city. Each community is working on their trash can needs and mapping locations of current trash cans.

### **Public Safety Committee Report**

- Michelle reports that the Public Safety Committee has been very active over the past several months. The committee is pleased to report that the Baltimore City Police Commissioner has participated in walks in almost every neighborhood in the district. Michelle expressed her thanks to Councilman Eric Costello for his support and efforts to help organize the walks.

### **Other Community Business**

Michael Marcus informed the board that MRIA will be issuing a letter to Commission Davis expressing their concerns and unhappiness with the Community Relations Council (CRC).

### **Adjournment**

**Chair asked for a motion to adjourn.**

*All in favor. Meeting adjourned.*

*Next regular scheduled Midtown Board of Directors meeting will be held on Wednesday, November 2, 2016, at 6:30 pm at the MICA Gateway building.*