

# RESILIENCE AUTHORITY

Annapolis and Anne Arundel County

## Board of Directors Meeting Minutes

**Meeting Date:** September 17, 2025

**Meeting Location:** Arundel Center, Annapolis

Drafted on September 18, 2025

Approved on: 

### Board Members:

Present (7 are required for quorum)			Absent
Nathan Betnun, Vice Chair	Mariah Davis	Jamie Benoit	Mike Sewell
David Jarrell	Stacy Schaefer		
Veronique Bugnion, Chair	Emily Clifton, Secretary		
Teresa Sutherland, Treasurer	Jared Littmann		

### Staff:

Matt Fleming, Executive Director, Resilience Authority of Annapolis and Anne Arundel County

Kristina Alexander, Director of Operations, Resilience Authority of Annapolis and Anne Arundel County

Gabe Cohee, Director of Programs, Resilience Authority of Annapolis and Anne Arundel County

### Guests:

None

### Reference Materials:

[1st Quarter FY26 Budget as Discussed and Approved on 6/11/25](#)

### Meeting Minutes and Discussion:

Agenda	Discussion	Tasks/Conclusion	Responsibility
Meeting called to order at: 5:05 pm by Chair Veronique Bugnion			
Order of the Day	Veronique Bugnion, Chair, called the meeting to order.	N/A	N/A

Agenda	Discussion	Tasks/Conclusion	Responsibility
Meeting Minutes	<p>Teresa Sutherland introduced an amendment to the minutes to correct the prior bylaws amendment by striking the first two sentences and replacing the third sentence of Article VI, Section VI.1 as follows:</p> <p><del>I.1 The County Executive, with the concurrence of the Mayor of the City, shall appoint the first Resilience Authority Director. Any subsequent Resilience Authority Director shall be appointed by the County Executive, after advice and recommendation by Members and with the concurrence of the Mayor of the City. The Resilience Authority Director shall serve at the pleasure of the County Executive. The Resilience Authority Director shall be appointed by and serve at the pleasure of the Board of Directors.</del></p> <p>Jared Littmann seconded the motion and the Board voted unanimously to amend the minutes. Jared Littmann moved to correct the name of Donald Bosch in the minutes and Teresa Sutherland seconded. Minutes adopted by unanimous vote.</p>	Matt Fleming and Teresa Sutherland to work with appropriate staff at the City and the County to introduce legislation.	Matt Fleming
Investment Strategy	Kristina Alexander and Nate Betnun provided an overview of investment options, including two sweep mechanisms and a preliminary approach for federal Treasury investments. Following the presentation, the Chair asked whether Board authorization was required to proceed. Staff clarified that no Board action was needed at this time, as the presentation was informational only.	Kristina Alexander will work with M&T Bank to move forward with implementation of the selected sweep option(s) and related federal Treasury investment strategy,	Kristina Alexander

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		consistent with the parameters presented to the Board, and will report back on any material updates or items requiring Board action.	
Board Nominations	Four Board members' terms are nearing their end. Jamie Benoit and Emily Clifton agreed to serve an additional term. Jared Littmann also agreed to serve another term, with the understanding that he will resign if elected mayor in the November election. Teresa Sutherland indicated that she will not be seeking another term.	Staff will work with Board Leadership to interview and vet prospective candidates for upcoming Board vacancies and will provide recommendations for appointment at a future meeting.	Matt Fleming
Conflict of Interest Policy	Veronique Bugnion disclosed a potential duality of interest related to her role as CEO of ClearlyEnergy, a subrecipient of a Department of Energy grant awarded to the Resilience Authority. The disclosure will be formally documented through the annual conflicts of interest filing. Based on their initial review, Board members noted that the situation does not appear to present a conflict or duality of interest, though no formal determination was made. The Board recommended that the Director work with the Board to develop best practices and procedures for evaluating and managing similar disclosures going forward.	Staff will distribute the annual Conflict of Interest Policies to all Board members in advance of the December Annual Meeting. Jamie Benoit agreed to work with the Director to develop a best-practices statement for reviewing and managing potential conflicts or dualities of interest.	Kristina Alexander Matt Fleming Jamie Benoit

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Treasurer's Report	Staff presented the updated financial report covering activity through July 2025, including year-to-date expenditures, grant revenue drawdowns, and cash flow projections aligned with ongoing project commitments. Staff noted that the Authority remains on track with budget assumptions and financial management requirements. In addition, Teresa Sutherland and Kristina Alexander reported that they are currently working on the FY25 financial audit as well as the Authority's first Single Federal Audit, which is required because the Authority's federal awards now exceed the federal threshold triggering enhanced audit and compliance review.	Staff will continue coordinating closely with the auditors to ensure timely completion and will keep the Board informed of progress and any significant findings.	Kristina Alexander
Review FY 26 Budget	Staff reported that no budget amendments were needed for the current fiscal period previously approved in June. Kristina Alexander provided an overview of the FY26 budget adopted by the Board, outlining key revenue assumptions, operating expenditures, and planned project commitments. She also reviewed the operating budget approved as part of the Anne Arundel County FY26 Budget, highlighting items relevant to the Authority's work. As part of her presentation, Kristina noted ongoing progress on the Edgewater Recreation and Community Center and Trolley Feasibility Study, both of which are incorporated into the Authority's FY26 operational planning.	Staff will continue to monitor FY26 budget performance, including expenditures and project-related commitments, and will provide the Board with updates on projects and initiative as implementation progresses. Kristina Alexander to ensure that the approved budget is included as a link on the Resilience Authority website	Kristina Alexander
Quarterly Project Updates and 2025 Snapshot:	Staff presented the quarterly project updates and provided a preliminary snapshot of projected 2025 financial and impact figures, including funding	Staff will continue to advance the projects outlined in the	Gabe Cohee

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	<p>targeted for climate resilience projects, dollars invested to date across the portfolio, and estimated benefits such as avoided damage costs and reduced greenhouse gas emissions. Staff also highlighted the completion of the Chestnut Hill Cove project and invited Board members to attend the upcoming ribbon-cutting event.</p> <p>The presentation included updates on several key initiatives:</p> <ul style="list-style-type: none"> <li>● Resilient &amp; Ready Anne Arundel: Staff outlined progress on the development of a comprehensive regional project portfolio informed by existing City and County plans. A \$250,000 County grant has been secured to initiate a phased approach. The first phase will include work with advisory committee members to identify a set of “five-year-ready” projects and to advance a regional solar strategy for City and County facilities. This work is intended to position the jurisdictions to pursue a significant potential grant opportunity through the Maryland Energy Administration.</li> <li>● Nature-Based Solutions Contractor Initiative: Staff reported that the Authority is exploring new cost-share and service-delivery models to expand the implementation of nature-based resilience projects. Concepts under evaluation include shared-cost frameworks with private landowners, state agencies, and the County, as well as a fee-for-service model for providing preliminary design and site assessment services to support project development.</li> </ul>	<p>quarterly update, including Resilient &amp; Ready Anne Arundel, the Nature-Based Solutions Contractor initiative, and the City Dock Resilience Project. Staff will provide the Board with quarterly progress reports, including updates on funding opportunities, project milestones, and upcoming events such as the Chestnut Hill Cove ribbon cutting.</p>	

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	<ul style="list-style-type: none"> <li>City Dock Resilience Project: Staff provided an update on construction progress, noting that Phase One is currently underway and that the environmental assessment has been finalized. The contract for the next phase is scheduled to be executed in October 2025. A groundbreaking for the Welcome Center is planned for mid to late November 2025, with Phase Two construction, focused on the Compromise Street area, anticipated to begin in 2027.</li> </ul>		
Public Comment	No public comment	N/A	N/A
Adjourn	Stacey moved to adjourn, Jared seconded. The Board voted unanimously to adjourn.	N/A	N/A
<b>Future Agenda Items:</b> <ul style="list-style-type: none"> <li>Emily Clifton will send the draft closed meeting minutes from the 6/11/2025 meeting to all board members.</li> </ul>			
<b>2025 Scheduled Meetings:</b> <ul style="list-style-type: none"> <li>12/17/25</li> </ul>			
Meeting adjourned at: 7:09 pm			

Submitted by: \_\_\_\_\_

Matthew Fleming, Resilience Authority Director  
Resilience Authority of Annapolis & Anne Arundel County

Date: \_\_\_\_\_