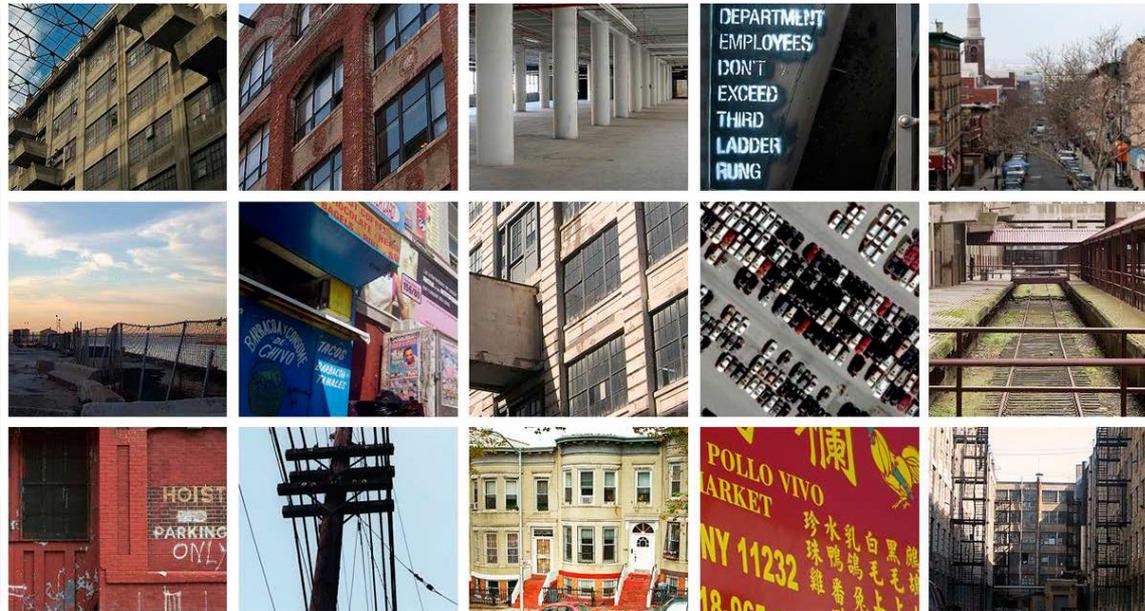


Sunset Park Task Force

March 22, 2021



Agenda

- Welcome, Introductions
- Task Force Evolution
 - Process to Date
- Review and Discuss Initial Recommendations from Subcommittee on Evolution:
 - Mission & Scope
 - Membership
 - Meetings
 - Operating Procedures Document
- Next Steps

2020 Work & 2021 Subcommittee

Process to Date

- **2020 Work**
 - Kicked off “5-Year Reflection” – January 2020
 - Full Task Force Discussion – September 2020
- **2021 Subcommittee Attendees**
 - David Estrada, Sunset Park BID
 - Ben Margolis & Jesse Solomon, SBIDC
 - Steve Mei, CPC-NYC
 - Radhy Miranda & Eftihia Thomopoulos, NYCEDC
 - Summer Sandoval & Nicole Hernandez Hammer, UPROSE
 - Pat Whelan, Sahadi’s
 - Renae Widdison & Anthony Chiarito, NYC Council Member Menchaca’s Office
 - Dan Wiley, Congresswoman Nydia Velazquez’s Office
 - Julie Stein (facilitator)
- **Meeting #1 (1/27/2021)**
 - Mission & Scope
 - Membership
 - Transparency
- **Meeting #2 (3/3/2021)**
 - Review and finalize Revised Mission and Scope (Roles) Statements
 - Deep dive discussions on Membership and Meeting Procedures
 - Discuss outline for Operating Procedures

Revised Mission

Proposal for Discussion

- Maximize the potential of the Sunset Park waterfront district to serve as an economic hub of traditional, innovating, and green industries
- Support local connections to the waterfront through job creation and publicly-accessible open space
- Provide ongoing advocacy for industrial, manufacturing and maritime businesses
- Promote efficient movement of freight, including via maritime and rail solutions, and the safe movement of people, including via public transit, by foot and by bike
- Advise on long range planning for and investments in the future of the waterfront
- Create additional opportunities for stakeholder engagement with the surrounding community on an on-going basis

Revised Scope

Proposal for Discussion

- The Sunset Park Task Force plays three major roles:
 1. Acting as a liaison to participating government agencies to advise on short-term and long-term planning, including public investment, along in Sunset Park waterfront district;
 2. Advocating for and promoting the Sunset Park waterfront district locally, regionally and nationally; and
 3. Serving as a venue for cross-functional collaboration among Task Force members representing diverse sectors and industries.

- Additionally, the Task Force:
 1. Advises EDC on the SBMT Special Projects Fund (scope and procedures pending)
 2. Nominates members to serve on two governance committees of the NYCEDC/Equinor Offshore Wind Agreement \$5M Fund (see details in Appendix slides 13/14)
 - Strategy Development (2 - 3 Task Force Members)
 - Selection Committee (2 - 3 Task Force Members)

Membership

Proposal for Discussion

- Overall Task Force Makeup
 - Optimal size of Task Force: 30 - 40 members
 - Eligible applicants:
 - Local elected officials; Business owners; Local property owners; Public agency staff; Mission-driven organization leadership; Sunset Park residents
 - Elected officials, Businesses, Organizations and Agencies may send designated staff members to represent them.
- Selection Process
 - A Membership Subcommittee would be formed to review applications and select members annually
 - Goal of selection process will be to achieve a well-balanced, representative group
- Membership Maintenance
 - Members or their designated staff must attend at least 75% of the full Task Force meetings each year in order to maintain their spot on the Task Force
 - Task Force members are encouraged to attend all full task force meetings each year, participate on at least one subcommittee every 3 years, and suggest meeting agenda topics from time to time
 - Task Force members must be constructive, contributing members of the group; disruptive behavior will lead to forfeiting of membership
 - Existing members don't need to reapply, as long as they meet above requirements

Membership

Sample Application

Personal information

- Do you live in Sunset Park? (Yes, own; yes, rent; no)
- Do you work in Sunset Park?
 - If yes, do you work in the waterfront district?
- Any demographic information you'd like to share in your application?

Interest in the Task Force

- Why are you interested in joining the Task Force?
- Which of the TF's focus areas align with your areas of interest/expertise? (Select top 3)
 - Business advocacy, interests and/or operations
 - Climate justice
 - Community engagement and outreach
 - Economic development and planning
 - Public space / waterfront access
 - Streets / streetscape / pedestrian & cycling safety
 - Transportation
 - Workforce equity and opportunity
 - Working waterfront / maritime

Membership

Sample Application, cont'd.

Affiliation(s)

- Are you applying to represent an organization/agency/business working in Sunset Park or as a resident?
 - If representing an org/agency/business, please provide brief description of your work.
 - If applying as a Sunset Park resident, please provide a brief introduction about yourself.
- Please name and describe any other neighborhood or NYC civic organizations or efforts that you are involved in (personally or professionally).

Membership Expectations

- Task Force members are required to participate in at least ~3 meetings per year. Meetings are held during various times of the day (rotating quarterly). Do you believe you can meet this requirement?
- Task force members are encouraged to attend all full Task Force meetings each year (~4), participate on at least one subcommittee every 3 years, and suggest meeting agenda topics from time to time. Would you be interested in participating beyond the minimum requirements?

Meeting Procedures

Proposal for Discussion

- Agenda Setting & Distribution
 - Annual agenda topics/categories suggested by the Task Force and the public
 - Individual meeting agendas setting by Conveners; sent out in advance of each meeting
- Meetings, Public Attendance & Public Comments
 - Meetings will be opened to the public
 - Task force has ability to go into members-only (“executive”) session as needed
 - When held virtually, public can attend as observer and provide questions/comments at the end of each section or meeting (TBD by convener each meeting depending on agenda)
 - When meetings can be held in person again, public attendance options (in person, virtual) will be determined based on hybrid meetings “best practices” at the time (based on available technologies, new standard practices, etc.)
 - Meeting times will rotate quarterly, to accommodate diverse schedules (e.g., some quarters they will happen during business hours, others after business hours)
- Post-Meeting Information Distribution
 - Continue to send out to minutes, attendee list and presentations to TF members by email
 - Formalize that Task Force members can further share materials with their communities
 - Post meeting materials and recordings on EDC website, including feedback/questions form
 - Create email distribution list for non-Task Force members who want to receive the meeting agendas and follow up items

Operating Procedures

Proposed content (final version to live on edc.nyc)

- Brief History of Task Force & Description of Evolution Process
- Mission Statement
- Scope
- Membership Procedures
 - Overall makeup; Conveners; Eligible applicants
 - Membership application & committee
 - Membership maintenance
- Meeting Procedures
 - Agenda Setting
 - Public Attendance & Comment
 - Post-Meeting Information Distribution
- Working Procedures
 - To the extent wuprs are ever taken, done by simple majority with quorum present
 - Nomination procedures to outside groups such as the Equinor OSW Fund
 - Proposal: Interested members self-nominate; TF votes to select representatives if more nominations than slots
 - Subcommittee / working sessions may be established to deep dive on topics that warrant more discussion
 - Avoiding Conflict of Interest / Recusals
 - Regular review of Task Force Operating Procedures to keep them fresh/relevant

Next Steps

- Revise recommendations based on feedback from today
- Hold public meeting or attend CB7 Committee meeting in April to discuss these recommendations and get feedback before finalizing new chapter of Task Force
- Implement changes in May/June

Thank you

Mission

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- Maximize the potential of the Sunset Park waterfront district and Red Hook waterfront to serve as an economic hub of traditional and innovating industries
- Establish and promote regional priorities for efficient goods movement
- Balance community access and needs across the city and private initiatives in the waterfront district
- Provide ongoing advocacy for industrial and manufacturing businesses
- Engage in long range planning for the future of the waterfront
- Communicate on an on-going basis with the surrounding community

NYCEDC/Equinor Offshore Wind Agreement \$5M Ecosystem Fund

- Equinor will establish a \$5M fund to support:
 - Growing the talent pipeline in OSW related careers,
 - Growing the green energy innovation ecosystem in New York City by investing in programming that anchors key parts of the OSW supply chain to New York City leading to job creation within the 5 boroughs, and
 - Community initiatives that support low-income New Yorkers in the green energy transition.
- This fund will serve as a proactive vehicle for Equinor to make investments in workforce and ecosystem investments over time to help New York City grow into a leading position in the global/regional/US wind landscape, while also helping low-income populations equitably share in the benefits of the burgeoning industry.

NYCEDC/Equinor Offshore Wind Agreement \$5M Ecosystem Fund

Representatives nominated from the Sunset Park Taskforce will participate in two governance committees for the \$5 million. Both committees will make final recommendations through a majority vote of the voting members (elected officials can only participate in advisory capacity). All final recommendations will be subject to the approval of EDC and the President of Equinor Wind US or its designee.

- The **Strategy Development** committee will be responsible for developing investment strategies that most effectively achieve the Investment Objectives outlined in the Agreement between Equinor and NYCEDC and will develop a recommended Monitoring & Evaluation program to determine whether the strategy is meeting the objectives over the life of the Fund.
- The **Selection Committee** will develop competitive procedures for identifying suitable organizations or partners to execute on the Strategy Development Committee's recommended Strategy and tracking the impact of investments in accordance with the Strategy Development Committee's Monitoring and Evaluation program and evaluating potential organizations or partners within that framework.
- To avoid conflicts of interest, no Task Force members who serve on the Strategy Development Committee or who are potential beneficiaries of the Ecosystem Fund can participate in the selection committee in any manner.

Suggestions from community members:

- John Santore's January 2021 suggestions, submitted to CB7:
 1. Develop clear, public rules governing all Task Force operations.
 2. Open Task Force meetings to the public.
 3. Announce meeting agendas in advance and open them to public comment.
 4. Publicly distribute minutes from all meetings.
 5. Publicly list meeting attendees after each meeting.
 6. Establish a minimum number of attendees for each meeting.
 7. Stream meetings online, and post recordings on the CB7 website.
 8. Add public comment periods to meetings.
 9. Add public representatives (members of the public) to the Task Force.
 10. Require all elected officials who have a seat on the Task Force to attend every meeting, or send a representative to every meeting.
 11. Add Assemblywoman Marcela Mitaynes, Sen. Diane Savino, Sen. Zellnor Myrie and Sen. Jabari Brisport to the Task Force.