

MINUTES

REGULAR MEETING

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Alfred H. Foxx, Director of Public Works
David E. Ralph, Deputy City Solicitor
Ben Meli, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

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President: "I will direct the Board members attention to the memorandum from my office dated February 21, 2012, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "Move the approval of all items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say 'AYE'. All opposed, 'NAY'.
The routine agenda has been adopted."

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MINUTES

Department of Real Estate - Deed

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a deed with UMB Health Sciences Research Park Corporation, for the closing and conveyance of a portion of W. Fairmount Avenue and an alley, which has been legally closed.

AMOUNT OF MONEY AND SOURCE:

\$208,000.00 - Appraised Value

BACKGROUND/EXPLANATION:

On October 6, 2011, the City entered into a closing agreement with UMB Health Sciences Research Park Corporation for the closing and conveyance of a portion of W. Fairmount Avenue and an alley for the University of Maryland at Baltimore. The University of Maryland at Baltimore is proposing to build a Proton Therapy Center at this site and will need the portion of Fairmount Avenue for the footprint of the building. In the closing agreement UMB Health Sciences Research Park Corporation agreed to pay the fair market value for the property.

The sale of the public right-of-way was authorized by means of Sales Ordinance No. 11-554, approved on November 22, 2011. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval. This deed was recently submitted by the Department of General Services to the Law Department for approval.

(FILE NO. 56664)

UPON MOTION duly made and seconded, the Board approved and authorized execution of a deed with UMB Health Sciences Research Park Corporation, for the closing and conveyance of a portion of W. Fairmount Avenue and an alley, which has been legally closed.

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

588 - 592

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 12,000.00	9950-907312-9528	9950-906312-9527-2
MVR	Constr. Res.	Contingencies
	Inner Harbor	Waterfront Project
	Infrastructure	

This transfer will cover the cost associated with plans and contract documents prepared for the Waterfront project at the Inner Harbor East Area.

2. \$ 39,599.57	9950-903454-9509	9950-902454-9508-3
State Const.	Const. Res.	Design & Study
Loan	Reisterstown Rd.	Reisterstown Rd.
	Streetscape	Streetscape

This transfer will fund the cost related to BD 08038 Task No. 28, On Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects No. 1074, Reisterstown Road Streetscape, by STV, Inc.

Department of Recreation and Parks

3. \$ 230,000.00	9938-905793-9475	9938-904793-9474
Rec. & Parks	Res.	Active
25 th Series	Citywide Park	Citywide Park
	Maintenance	Maintenance

This transfer will provide funds to cover the costs associated with the construction of the Patterson Park Dog Run and to reconcile the account's deficit.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>			
4.	\$1,000,000.00 25 th CDBG	9991-945002-9587 Unallocated Res.	
	1,000,000.00 37 th CDBG	9992-910983-9587 Demolition Program	
	<u>\$2,000,000.00</u>		
	\$1,000,000.00	-----	9991-911983-9593 Demolition CDBG
	1,000,000.00	-----	9992-912983-9593 Demolition CDBG
	<u>\$2,000,000.00</u>		

This transfer will provide Community Development Block Grant funds for the Department's demolition program.

Baltimore Development Corporation (BDC)

5.	\$ 23,800.00 15 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-905852-9601 Economic Dev. Incentive
	475.00 15 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-904354-9601 W. Balto. Ind. & Com. Dev.
	359.05 15 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
	200.00 19 th EDF	9910-904115-9600 Const. Res. Westside Initia- tive	9910-906835-9603 Westside Project Initiative

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
BDC - cont'd		
2,276.78	9910-994001-9600	9910-902860-9601
19 th EDF	Const. Res. Unallocated Res.	Industrial & Coml. Financing
735.00	9910-994001-9600	9910-905852-9601
19 th EDF	Const. Res. Unallocated Res.	Economic Dev. Incentive
6,802.85	9910-994001-9600	9910-906575-9601
19 th EDF	Const. Res. Unallocated Res.	E. Balto. Ind. & Coml. Dev.
943.46	9910-901860-9600	9910-902860-9601
21 st EDF	Const. Res. Industrial & Coml.	Ind. & Coml. Financing
6,879.54	9910-902483-9600	9910-903483-9601
21 st EDF	Const. Res. S. Balto. Ind. & Coml. Dev.	S. Balto. Ind. & Coml. Dev.
35,424.00	9910-902483-9600	9910-903483-9601
22 nd EDF	Const. Res. S. Balto. Ind. & Coml. Dev.	S. Balto. Ind. & Coml. Dev.
2,500.00	9910-903354-9600	9910-904354-9601
22 nd EDF	Const. Res. W. Balto. Ind. & Coml. Dev.	W. Balto. Ind. & Coml. Dev.

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TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>			
	1,248.56	9910-904115-9600	9910-906835-9603
	22 nd EDF	Const. Res.	Westside Project
		Westside Initia-	Initiative
	<u>\$ 81,644.24</u>	tive	
This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending November 30, 2011.			
6.	1,661.01	9910-994001-9600	9910-902879-9601
	19 th EDF	Const. Res.	Commercial
		Unallocated Res.	Revitalization
	959.74	9910-994001-9600	9910-905852-9601
	19 th EDF	Const. Res.	Economic Dev.
		Unallocated Res.	Incentive
	320.00	9910-994001-9600	9910-906575-9601
	19 th EDF	Const. Res.	E. Balto. Ind.
		Unallocated Res.	& Coml. Dev.
	3,879.00	9910-902483-9600	9910-903483-9601
	21 st EDF	Const. Res.	S. Balto. Ind.
		S. Balto. Ind.	& Coml. Dev.
		& Coml. Dev.	
	344.85	9910-903354-9600	9910-904354-9601
	21 st EDF	Const. Res.	W. Balto. Ind.
		W. Balto. Ind.	& Coml. Dev.
		& Coml. Dev.	

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
BDC - cont'd		
2,395.05	9910-903354-9600	9910-902879-9601
22 nd EDF	Const. Res.	Commercial
	W. Balto. Ind.	Revitalization
	& Coml. Dev.	
125.00	9910-903354-9600	9910-904354-9601
22 nd EDF	Const. Res.	W. Balto. Ind. W.
	Balto. Ind.	& Coml. Dev.
	& Coml. Dev.	
726.62	9910-904115-9600	9910-906835-9603
22 nd EDF	Const. Res.	Westside Project
	Westside Initia-	Initiative
<u>\$ 10,411.27</u>	tive	

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending December 31, 2011.

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BOARDS AND COMMISSIONS1. Prequalification of Contractors

In accordance with the Rules for Qualification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

All About Doors, Inc.	\$	1,500,000.00
Civil Construction, LLC	\$	65,178,000.00
Coldspring Company, Inc.	\$	1,500,000.00
Combustioneer Corporation d/b/a EMCOR Services Combustioneer	*\$	10,000,000.00
*Work Capacity Rating is underwritten with a \$10,000,000.00 Blanket Guarantee from the parent company EMCOR Group, Inc.		
Communications Construction Group, LLC	\$	24,489,000.00
DSM Properties, LLC	\$	531,000.00
G.A. & F.C. Wagman, Inc.	\$	491,004,000.00
Glenelg Construction, Inc.	\$	342,000.00
Hudak's Insulation, Inc.	\$	8,000,000.00
Kalyani Environmental Solutions, LLC	\$	1,500,000.00
Key Systems, Inc.	\$	8,000,000.00
Native Sons, LTD	\$	34,380,000.00
Plexus Installations, Inc.	\$	1,500,000.00
Shook National Corporation and Subsidiaries d/b/a Shook, Inc.	\$	82,692,000.00
Traffic Systems, Inc.	\$	8,000,000.00

2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

Jenny Engineering Corporation, Inc.	Engineer
Malcolm Pirnie, Inc.	Engineer

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BOARDS AND COMMISSIONS - cont'd

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of Contractors and Architects and Engineers for the aforementioned firms. The Mayor **ABSTAINED** on Item No. 1.

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Mayor's Office of Human Services - Grant Agreements
Homeless Services Program

The Board is requested to approve and authorize execution of the below-listed grant agreements.

1. **AIDS INTERFAITH RESIDENTIAL SERVICES** **\$1,385,650.00**
(AIRS)

Account: 4000-494212-3573-333701-603051

The organization will oversee the coordination of permanent housing placement, security deposits, rental payments and access to supportive services for approximately 39 newly released prisoners with HIV/AIDS per year for three years. Services to be provided will include but are not limited to, assessing client's needs and determining appropriate housing, leveraging a wide variety of supportive services including housing readiness training, job skills training, and job search assistance. The period of the agreement is March 1, 2012 through February 28, 2015.

MWBOO GRANTED A WAIVER.

2. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 95,038.00**
(ACC)

Account: 4000-496211-3573-267804-603051

The ACC will provide permanent housing and supportive services to five homeless families whose head of household meets the U.S. Department of Housing and Urban Development (HUD) definition of eligibility for the Supportive Housing Program. The ACC will ensure that the clients enrolled in the program are homeless families identified through a variety of sources, including but not limited to family shelters, local schools and the Department of Social Services. The period of the agreement is December 1, 2011 through November 30, 2012.

The agreement is late because of a delay at the administrative level.

MWBOO GRANTED A WAIVER.

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Mayor's Office of Human Services - cont'd
Homeless Services Program

3. **PRISONER'S AID ASSOCIATION OF MARYLAND,** \$ **32,198.00**
 (PAA)

Account: 4000-496211-3573-267825-603051

The PAA will employ the services of one FTE Case Manager to provide intensive case management and support services to 33 homeless individuals and four families with a primary history of disability due to substance abuse and/or mental illness, as appropriate for Shelter Plus Care Housing. Services will include but are not limited to assessment and evaluation of the needs of each program client and a determination of their readiness to function independently without 24-hour day support. The period of the agreement is June 1, 2011 through May 31, 2012.

The agreement is late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing grant agreements.

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Department of Audits - Report and Related Digest

The Board is requested to **NOTE** receipt of the following Report and Related Digest:

1. Review of Allegations Regarding Water and Wastewater Billing Procedures to Determine the Validity of Those Allegations and Identify Opportunities for Improvement

President: "The first item on the non-routine agenda can be found on Page 10, Audit Report on the Review of Allegations Regarding Water and Wastewater Billing Procedures to Determine the Validity of Those Allegations and Identify Opportunities for Improvement. Mr. McCarthy. Mr. McCarty"

Mr. Robert McCarty, City Auditor: "That's okay. Good morning, Mr. President and members of the Board. Am I on okay?"

Mayor: "Um hum."

Mr. McCarty: "The Department of Audits conducted a review of the Department of Public Works, Water and Waste Water's billing information pertaining to allegations received through the Comptroller's office regarding inadequate billing procedures for certain metered water accounts. The allegations were: Number 1) Some users of water supplied by Baltimore City have not been

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Department of Audits - Report and Related Digest - cont'd

billed correctly for up to three or more years because of numerous, consecutive, estimated water billings that were not adjusted for actual usage, and those customers were not reimbursed for any over billings unless they filed complaints. Number; 2) Some properties were included for auction as part of the City's May 2010 Tax Sale because of unpaid water and sewer bills that were based on estimated meter readings; and Number 3) A majority of the customers occupying newly constructed properties in Baltimore County have not been billed for water usage for periods of up to three or more years after those properties were initially occupied. Based on our review, the allegations were found to be valid and therefore, we performed additional testing to determine the extent of any similar weaknesses in the billing procedures for water and sewer charges. We had six findings. Finding No. 1; Numerous customers had received consecutive quarterly bills that were based on estimated usage rather than actual water meter readings. Many of those customers had received consecutive quarterly estimated billings for as much as 4½ years. According to a report we obtained from MOIT as of November 10, 2010, there were 18,266

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Department of Audits - Report and Related Digest - cont'd

metered water accounts, out of approximately 411,000 active accounts, with at least four consecutive estimated quarterly billings; 8,400 had four consecutive estimated quarterly billings; almost 3,000 had eight consecutive estimated quarterly billings; 4,000 had 12 consecutive estimated quarterly billings; and 2,700 had 18 consecutive estimated quarterly billings. According to Water and Wastewater's Billing Statistics Report for Fiscal Year 2010, estimated water and sewage billings, I'm sorry, sewer billings totaled more than \$55,000,000.00, which was over 23% of total billings for the year. We recommend that Water and Wastewater perform actual meter readings and bill customers based on those actual meter readings in accordance with Article 24, § 1(2)(b) of the Baltimore City Code, as amended in May 2011, and the established Rules and Regulations Governing the Use of Water and the Installation of Mains, Services, and Meters. Finding No. 2; Billing errors occurred whenever "true" readings were taken and recorded as one of the accounts' histories. "True" readings are usually performed by Water & Wastewater to determine whether the meter was working properly. According to a report generated by MOIT, 7,103

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Department of Audits - Report and Related Digest - cont'd

accounts contained at least one "true" reading during the period from July 1, 2008 through June 6, 2011. For 6,755 of those accounts, the histories included "true" readings, as well as estimated readings and therefore, it is likely that those accounts also contain over billings. Additionally, for 2,988 of those accounts, the histories included "true" readings and no estimated readings and those accounts probably contain under billings. We recommend that Water & Wastewater change its procedures for calculating billed amounts for customers whenever a "true" reading is recorded as part of the customers' account history. We also recommend that Water & Wastewater review the 7,000 -- I'm sorry, 70,103 refunds -- I'm sorry -- review the 70,103 accounts that included at least one "true" reading to determine whether adjustments and refunds should be made because of billing errors caused by "true" readings that follow estimated readings, or whenever additional billings should be generated for customers that have been under-billed. As part of their response, Water & Wastewater reviewed 9,505 -- 515 residential accounts in Sector 2 with "true" readings and found

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Department of Audits - Report and Related Digest - cont'd

a net over-billing of \$706,903. Finding No. 3; documentation to support adjustments to customers' accounts were not maintained in a readily retrievable manner. Therefore, we could not perform tests to determine whether adjustments were made to correct any over or under-billings caused by estimated water and related sewer usage. According to Water & Wastewater's Billing Statistics Report for fiscal year 2010, net water and sewer billings adjustments totaled more than \$40,000,000.00. We recommend that Water & Wastewater properly maintain documentation to support all adjustments made by Water & Wastewater to customer's accounts. Finding No. 4; there were 57 properties included in the City's May 2010 Tax Sale solely because of unpaid water and sewer charges that were based on estimated rather than actual meter readings. We recommend that, before properties are scheduled to be included in the City's Tax Sale based solely on estimated water meter readings, Water & Wastewater should perform actual meter readings to determine whether any of those customers have been over or under-billed because of those estimated billings. Finding No. 5; there were

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Department of Audits - Report and Related Digest - cont'd

no actual or estimated meter readings and related billings for numerous new accounts in both Baltimore City and in Baltimore County for several years after the meters had been installed. According to a report obtained from MOIT, there were 3,406 accounts for which new meters were installed from fiscal years 2008 through 2010. As of May 5, 2011, however, there were no actual or estimated meter readings and corresponding billings for 1,066 of these accounts. We recommend that Water & Wastewater adhere to the established Rules and Regulations Governing the Use of Water and the Installation of Mains, Services, and Meters, which states that quarterly water charges for both Baltimore City and Baltimore County customers become effective on the installation date of the water service. We also recommend that Water & Wastewater review all newly established accounts where meters have been installed, but no billings have yet been generated. Finding No. 6; Water & Wastewater did not have written policies and procedures to guide its staff in performing their duties for assessing, billings, recording, and reviewing water and sewer charges to customers,

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Department of Audits - Report and Related Digest - cont'd

and for assigning responsibilities for performing and monitoring various related tasks. We recommend that Water & Wastewater develop written policies and procedures to guide its staff in performing their duties and clearly communicate those written procedures, as well as provide the necessary training to all employees responsible for assessing, processing, reviewing, and recording water and sewer charges to its customers. The response of Water & Wastewater to our review is included in Appendix I of our report. Water & Wastewater concurs, in general -- and Mr. Chow will probably address that -- with our findings, and intends to implement the suggested recommendations. However, there are several statements in Water & Wastewater's response that require further clarification. In Finding No. 1, Estimated Water Meters - According to Water & Wastewater's response, its staff's investigation revealed an error in the calculations used in the auditor's reporting. It stated that some of the calculations were redundant as accounts were counted repeatedly and included the various billing cycles, which reduced the 18,266 accounts in our finding to 10,232. We disagree. The initial reports that

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we received from MOIT included 37,525 accounts with at least four, eight, twelve or eighteen consecutive estimated billings. We removed 19,259 accounts that were reported in more than one of those categories. Therefore, the remaining 18,266 accounts included in our finding represent unduplicated accounts and we verified this as each account being a unique number using the ActiveData software. Finding No. 5, New Meters - Water & Wastewater stated in its response that as of December 9, 2011, all active accounts have been routed and are being billed for all metered water consumption from the date of the meter installation and that all inactive new accounts are being routed. According to Water & Wastewater, this will ensure that even though the inspection is not completed, the meter reader will visit the location quarterly. However, one of the properties included in the 1,066 accounts, for which there were no actual or estimated meter readings and billings as of May 5, 2011, was located on a street consisting of fifty properties within a development in Baltimore County. Based on our review, we noted that as of January 10, 2012, the meters had not been

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read and property owners had not been billed for 25 of those properties and we updated yesterday and that's still the case. According to the Maryland Department of Assessment and Taxation records, these deeds for these sales are the 25 properties covered a range of dates from 2008 through 2011. Furthermore, according to Water & Wastewater's records, on August 5, 2011, the owner of one of those properties inquired about not receiving a water bill. As of again yesterday, the meter for that property had not yet been read and the property owner had not been billed for any water service. Lastly, on Finding No. 6, on Policies and Procedures; in its response, Water & Wastewater stated that there are written procedures to guide its staff and the applicable procedures were submitted to Audits. We began asking for those procedures in May 2011. We received related information regarding Water & Wastewater's policies through various emails from June 8, 2011 through July 11, 2011. However, we believe that enhancements can be made if Water & Wastewater develops a procedures manual for its Revenue Measurement and Billing Division. The manual should, at a

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minimum, contain sufficient details that define the duties and responsibilities of Water & Wastewater's staff and provide them with guidance to perform their specific duties associated with assessing, billing, recording, reviewing, approving, and reconciling water and sewer billings and revenue transactions. We agree that the corrective action included in Water & Wastewater's response would resolve this finding."

President: "Thank you. Madam Comptroller."

Comptroller: "I have a couple of questions for Mr. Chow. Have you made a final determination on what the over-billings will cost the City because we know that in one section that it is about \$700,000.00 that's been over-billed to citizens."

Mr. Rudy Chow, Bureau Head, DPW, Bureau of Water & Wastewater:

"We have completed the 70,000 account analysis. The result is for Baltimore City 21,438 accounts were over-billed in the amount of \$3,394,221.06. For Baltimore County, there're 17,056 accounts and the adjustment total is \$887,754.59."

Comptroller: "Will these over-billings have any effect on the

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bond ratings or rates charged to the customer?"

Mr. Chow: "We don't know the answer to that right now, we're analyzing."

Comptroller: "Ok. How much does DPW expect the new metering and billing system to cost and do you know how this will impact the future rate increases and bond ratings?"

Mr. Chow: "The new billing system and AMI system is included in our FY13 CIP. Because we are going through a RFP process, I prefer not to indicate the cost or project the cost."

Comptroller: "Okay. Now who should the citizens contact if they determine they have been over-billed?"

Mr. Chow: "There is an existing process where citizens call in and I'm certainly recognizing that fact when citizens call in, due to short staff, their calls might not be answered promptly, which we are addressing now. That is the normal process and I prefer that we stick to standard process and certainly there are other folks they can call within the Bureau itself. The Director and myself certainly are available. Citizens have been reaching

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out to us, as well."

Comptroller: "Ok. Were you aware that there were billing errors and that citizens were being over-billed or under-billed?"

Mr. Chow: "As a newcomer to the City, coming from a utility with nearly 30 years of experience, it's uh -- none of the things that was cited in the Audit Report were a big surprise."

Comptroller: "Ok."

Mr. Chow: "But, certainly I appreciate all the Departments -- the fine effort, in terms of this comprehensive analysis. But, working through the City, there are many, many other areas that we are going to be addressing and try to correct. So, we run it like a utility. This is just the very first thing."

Comptroller: "Now also, it was mentioned that many citizens and customers are calling the City because they want to pay their water bill. But, as of yesterday, they have not been contacted to tell them what their water bill charges should be. Is there any reason why?"

Mr. Chow: "There are several reasons. First of all, since April, the Bureau has been reading every meter."

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Comptroller: "Ok."

Mr. Chow: "All 411,000, whenever feasible. There are some that perhaps may be a parked car over, temporarily we cannot access the meter. But, we are very much on target every quarter since April. Regarding to the possibility of a customer not receiving the bill could be -- one reason could be because of the previous year's estimates. Now we have actually obtained the actual reading and when we put that reading into the system, the system basically kicked out for either high or low-tolerance, which requires a comprehensive analysis to determine whether that bill is actual or not and that process will take some time to get through. That may be the reason why. That's just one factor."

Comptroller: "Ok. You have a presentation you would like to make?"

Mr. Chow: "Yes. Good morning. As I indicated earlier, none of these findings were a surprise and a matter of fact, I appreciate that the findings from the Audit Department and I appreciate their fine effort. As the Mayor has mandated greater efficiencies and the effectiveness across all agencies

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operations with high priority critical service. In my view, it is only for the Bureau of Water and Wastewater is customer service. You know customer calling, they have issues, we need to deal with them promptly, and efficiently, and effectively. Unfortunately, like I indicated earlier we -- I'm certainly finding out that there's a number of areas are short-staffed. We don't have adequate resources to adhere to the needs of the citizens. Just for example our Call Center currently has staffed only seven folks and we have 411,000 accounts. Industry standards every 10,000 accounts requires a rep. So, that means if you do the math, that's 41 Call Center agents, we have seven. So, we're doing some temporary hire. We're bringing it up to a 22 Call Center, as a first step. But, rather than dealing with the issues -- well actually the three issues that Mr. McCarty cited at the end where they disagreed with our response. Item No. 1 being -- Item No. 1 being the accounts that were billed consecutively duplicated on the four quarters, eight quarters, twelve quarters and so on, which we disagree with because we do have a report, just a sample of it that we can clearly demonstrate that a particular account is being billed for a

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twelve and so on and all that, Uhm, which can certainly share with him after today's meeting, or if you prefer I can turn over this now. It is not the whole report the Department -- I mean the Auditor -- had received my response some two months ago. But, they never reached out to us as, 'How did you make this assessment? Can we see your records?' We do have records we can share. Now, regarding to Finding No. 5, that one account, I would much prefer if they can site the address for us because we would like to look into the circumstances why that account has not been billed. We don't have the opportunity certainly coming from the Board today to do that -- that homework. No. 6, we don't disagree with it. I think it's a good process. A good process is out where you have all your SOPs together, its being reviewed annually and to make sure everything is current. We don't disagree with that finding. Rather than dealing with the Audit Report today, I'd much rather spend a little bit of time talking about the efforts that we have put into the system, since I'm coming on board about almost a little bit over a year ago. Our goal for meter readings -- you know -- current meter

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Readings is done manually -- I mean -- someone has to walk the route, actually go to each meter, pop the lid, get a reading -- depends on the condition in the pit itself. Sometimes it's difficult to get the reading because just the murkiness -- the dirt and all that is in there. That's the reason we are moving forward with the automatic meter infrastructure. All the meters is going to be read via wireless system on a fixed network. So, someone sitting in an office can gather these readings. Depends on how we want to set it up, we can get it every five seconds, we can get it every minute, or every day, however many reads we want. That would ensure the accuracy and when the meter signal doesn't come in we can dispatch someone to fix it right away to bring about greater efficiencies to the system. Regarding the billing, our billing system is 30, 40 years old, it's a legacy system and we all know a legacy system is not the most effective out there. Its outdated and many of them are not supported by the original manufacturer, in this case IBM. So, our goal going forward is installing a new billing system, a modern billing system that

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couple with AMI system. That will give the most efficiency to the citizens, where a citizen can read their readings on-line. They can literally see their water consumption, they can go check the reading themselves and perhaps even giving a greater and earlier signal to the customer if there is a leak on-site, which cause generally a spike in the water bill and that type of water bill inquiry is most difficult to deal with it, because sometimes once water is passed through the meter, it's registered, to walk back and try to determine what caused that spike, is quite difficult. With the AMI system there is no questions, we can print it out, when a customer can see there's consumptions during midnight. Clearly no one is up at midnight and they can see right away there might be a toilet leak or something is out there. Now, today, our Department has done quite a number of things for the last 12 months or so. That one I cited we completed the analysis of the 70,000 accounts that was cited by the Auditor. Now, we initiated the reorganization and retuning of our Customer Service Department. We are right-sizing a number of areas. The one I just talked about is the

MINUTES

Department of Audits - Report and Related Digest - cont'd

Call Center. The adjustment area is short-staffed as well. So, a number of areas we are staffing up. So, for example, I just talked about increasing the Customer Service Rep from 7 to 22. We are adding an additional 15 telephone lines, so we can support these folks. A matter of fact, we may be adding additional lines just in case we need to go up to the industry standard of 10,000 to one ratio. We are also hiring a professional consultant that coming to do what we call a Customer Service training. We believe that we need to go back to the basic. We need to go back and retrain everybody. It's like building a solid basement, a foundation, so we can build upon that and we moving forward with that. We're adding additional Account Clerks to help temporarily to do these adjustments and so on and all that. We're adding also a Correspondence Unit where we are hiring folks coming so we can turn around these so-called correspondence much faster and more efficiently, more timely. Because generally the citizens are very frustrated with our lack of response or slowness. So, we are trying to deal with that. Now, we reducing -- we are -- actually going forward, we

MINUTES

Department of Audits - Report and Related Digest - cont'd

reducing estimated bill by various efforts. One, we had to go out to visit every meter to ensure that we actually get a reading. So, we no longer tolerate estimates without reasons. So, it shouldn't be going quarter after quarter. We also have now have permanently assigned crews to permanent routes. So, that means that will increase familiarity to the system, to the meter itself. That can bring about work order requirements to fix it anything. In the past where we would flip flop crews so one crew may be, one crew may be reading one route this quarter and reading another route -- there is no continuity in the past. So, we are changing that. We also bringing -- we bringing some Temp agents to help in terms of check reads and inspections. Because we know with the fact that we got coming through with the mass estimates back in February we try to reset everybody. We got a number of these so-called high and low tolerance failures, which require greater needs to have staff go out and get true reads, so we can do the adjustment to the system. Also we have initiated replacement of more than 12,000 outdated non-functional interior, automatic reading, billing devices, which

MINUTES

Department of Audits - Report and Related Digest - cont'd

were installed some years ago, is no longer functioning, but they are inside the home. So, it's not like -- because -- 99% of them are outside in the pit. These are inside the home, sometimes it's difficult to gain entry to that. We have initiated reaching out to these 12,000 accounts by sending out a meter reading cards, hopefully they can read the meter and send the postcard back to us or they can call in with the reading so they can actually get actual billing. In terms of our effort going to mid-term and long-term goals, mid-term is the continued replacement of the 12,000 ARB accounts and we moving forward with the commercial water meter with automatic meter readings, the AMI system. Long-range is completely overhaul this -- when I say long-range it's really the three to five effort of completely replacing all 411,000 meters out there. So, all the meters out in our system will be this new system with the greater efficiencies. We are creating a One-Stop Shop. The idea is when a customer come in we don't want them coming with a question that we have to send them to another Department, go to Adjustment, go to Meter Readings and all that. That's not good

MINUTES

Department of Audits - Report and Related Digest - cont'd

customer service, certainly from the utility perspective. So, we are creating this One-Stop Shop. That means we need to increase the competency of the staff, that's staffing the counter, that they need to be able to do everything there is to do under so-called customer service arena. So, customer just visit one person and resolve the issues. So, that basically is our effort going forward. In closing, I just want to say this -- the Bureau of Water and Wastewater certainly have a number of areas requiring improvements and we are moving forward with the discovery, analyzing it and eventually moving out with the corrective actions to address them holistically, comprehensively, so we can bring about the customer service that we needed to provide the citizens of Baltimore."

President: "Thank you."

Mr. McCarty: "I'd just like to respond to Mr. Chow's response to our response of No. 1; Uhm -- when we got their response, at that point our position is we just have to verify our number, which is what we did. They did not communicate with us the day of the change, so we just verified the number, which we did and

MINUTES

Department of Audits - Report and Related Digest - cont'd

it came to 18,266. We have a copy of all individual account numbers, all unique, broken down by four, eight, twelve, and eighteen quarters. You're welcomed to this or --"

Mr. Chow: "Certainly. We can certainly sit down and work through and make sure the numbers actual."

Mr. McCarty: "And on the dollar amount, the potential cost to the City, we're having a meeting today at 3:30 with the Water and Wastewater and BAPS on those numbers."

President: "Ok. Madam Mayor."

Mayor: "Thank you very much for your report and for working with us. I know as Mr. Chow stated in his opening of his remarks that there was no, uh -- there were no surprises in the audit. It was clear, I'm sure Mr. Chow you realized when you walked in the door that uh -- like me, you inherited this legacy system that had gross inefficiencies that had been problems for years and I want to thank you for being aggressive with updating the system and for taking my mandate that we focus on customer service very seriously. I think uhm -- the focus on the One-Stop Shop and having one point of contact with competent employees that are

MINUTES

Department of Audits - Report and Related Digest - cont'd

able to handle whatever the issue is. Whether it's an issue that now would go to Finance or would go to Adjustments, that citizens could have one point of contact to get all of their issues resolved. So, I certainly appreciate that and I know that it is a multi-year process, but I know we are headed in the right direction. Thanks."

President: "Madam Comptroller."

Comptroller: "Each year we impose --"

President: "Can you pull that up?"

Comptroller: "Each year we impose an additional water rate increase on the citizens and I appreciate the uh -- plan that you have. When you correct these inefficiencies, you know the increases may or may not be warranted. So, what I am requesting is that you report back to this Board within three months of the progress that you've have made for the plan that you're implementing."

Mr. Chow: "Ok."

President: "Ok."

Mayor: "Pardon me. If I may, is there any --"

MINUTES

Department of Audits - Report and Related Digest - cont'd

Mr. Chow: "For the increases?"

Comptroller: "No, not for the increases. You said you were going to hire staff for customer service and you were going to take a look at customers who are requesting that they be billed to be sure that the City bills them properly and that we collect the money that's due us."

Mr. Chow: "We can certainly do that."

Comptroller: "Ok. Thanks."

Mayor: "Ok. I just wanted to make sure -- the water rate increases are based on our efforts to meet the Federal mandates and upgrade uhm -- some infrastructure that's over 100 years old. So, whatever the error, the margin of error in the audit, it certainly won't pay for our infrastructure needs. So, I hope I didn't hear that if we fix this we won't have to have any increases."

Comptroller: "No. I didn't say not have, I said they may not be as -- the increase may not be uh -- as much as we anticipate due to the fact that there are numerous customers that are not being billed. If we could collect the money that was due us, the increase --"

MINUTES

Department of Audits - Report and Related Digest - cont'd

Mayor: "It would be another City that would not be billed in order to cover our infrastructure needs."

Comptroller: "No. I'm not saying that the customers that are not being billed will not cover the money that we need for the infrastructure. What I'm saying is that if we would bill customers properly, the increases may not be as much as what we're imposing."

Director of Public Works: "Madam Comptroller, the water rate increases are tied to a lot more -- its more of the Consent Decree, the Administrative Order --"

Comptroller: "I understand that."

Director of Public Works: "And that's to pay for that."

Comptroller: "I understand that. But it's also -- it's a self-sustaining entity."

Director of Public Works: "Right."

Comptroller: "And what I'm suggesting is that if we bill properly, the increases may not be as costly."

Director of Public Works: "We will not know the extent of the increases until we come to an agreement with EPA on our Consent Decree and the cost of our Consent Decree."

MINUTES

Department of Audits - Report and Related Digest - cont'd

Comptroller: "Ok."

President: "Okay, this item has been NOTED."

The Board **NOTED** receipt of the Audit report and related digest for the Review of Allegations Regarding Water and Wastewater Billing Procedures to Determine the Validity of Those Allegations and Identify Opportunities for Improvement.

MINUTES

Department of General Services (DGS) - Energy Efficiency and
Conservation Block
Grant Agreements

The Board is requested to approve and authorize execution of the energy efficiency and conservation block grant agreements with the various community non-profit organizations. The period of the agreement is effective upon Board approval through August 31, 2012.

1. **SOUTHWEST BALTIMORE CHARTER SCHOOL, INC** **\$ 10,000.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, this community non-profit will implement energy efficiency upgrades to its facility located at 1300 Herkimer Street. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$10,000.00.

2. **BALTIMORE CHILD ABUSE CENTER** **\$ 2,800.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facility located at 2300 North Charles Street. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$5,425.00. The Baltimore Child Abuse Center is leveraging 48% (\$2,625.00) of the project cost.

MINUTES

DGS - cont'd

3. **PARK-REIST CORRIDOR COALITION, INC.** **\$ 17,901.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facility located at 3901 Park Heights Avenue, Ste. 3. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$17,901.00.

4. **ST. AMBROSE HOUSING AID CENTER, INC** **\$ 9,319.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facilities located at 317, 319, and 321 E. 25th Street. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$11,774.00. The St. Ambrose Housing Aid Center, Inc. is leveraging 21% (\$2,455.00) of the project cost.

APPROVED FOR FUNDS BY FINANCE

MINUTES

DGS - cont'd

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing energy efficiency and conservation block grant agreements with the listed community non-profit organizations.

MINUTES

Department of General Services - Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	2121 E. Monument Street Annual Charge: \$70.30	Man Ji Kang	Retain cornice sign 16' x 2'
2.	2125 E. Monument Street Annual Charge: \$70.30	Poonam Suri	Retain cornice sign 12'x 6" x 2½'
3.	509 S. Exeter Street Annual Charge: \$140.60	Skylar Development, LLC	One single face electric sign 10' 4¼" x 3'4"
4.	2127 E. Monument Street Annual Charge: \$342.15	Richard R. Riha	Retain cornice sign 50'x 2½', seven goose- necks
5.	500 E. Pratt Street Annual Charge: \$1,024.10	Board of Trustees of the New Community College of Baltimore	One awning 77' x 3'6"

MINUTES

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	2542 Harford Road	Deung IK Choi	Retain awning 6' x 3.5'
	Annual Charge: \$ 70.30		
7.	36 Light Street	Two Farms, Inc.	Two single face electric signs @ 19.75' x 1.75', five cornice signs @ 9.83'
	Annual Charge: \$563.10		
8.	5700 Newbury Street	Tavern Realty Investors, LLC	One set of steps, one handicap ramp
	Annual Charge: \$140.60		
9.	1746 Ashland Avenue	Maryland Economic Development Corp.	Pile caps @ 1,015 linear feet, tiebacks @ 2,021 linear feet, sheeting and shoring @ 257 linear feet
	Annual Charge: \$ 9,944.85		

There being no objections, the Board, UPON MOTION duly made and seconded, approved the minor privilege permits.

MINUTESDepartment of General Services - Right-of-Entry Agreements and License Agreement

The Board is requested to approve and authorize execution of the various right-of-entry agreements and a license agreement.

RIGHT-OF-ENTRY AGREEMENTS

1. **3202 NORTH HILTON STREET** **\$ 0.00**

The Bureau of Water and Wastewater wishes to enter on to the property known as 3202 North Hilton Street, owned by Mr. Fred Foster and Mrs. Lorraine E. Foster to perform work associated with SC 879. The project will consist of replacement and upgrade of an under-sized sanitary sewer pipe and if necessary, sidewalks, steps and landscaping may need to be replaced. All of the work will be performed at no cost to the property owners.

2. **HOLLYWOOD ONE, LLC** **\$ 0.00**

The Bureau of Water and Wastewater is proposing a project to locate and replace existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. This right-of-entry agreement will allow the City access on to the property located at Map 58, Parcel 222, Rte. 7, Abingdon, MD 21009, to make these improvements.

LICENSE AGREEMENT

3. **EXELON GENERATION COMPANY, LLC** **\$ 0.00**

The Bureau of Water and Wastewater is proposing to locate and replace existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. The work will be performed along the Susquehanna River, Conowingo Dam and the Abingdon Filtration Plant. This right of entry will allow the City access on to the property to make these improvements. The period of the agreement is effective upon Board approval through December 31, 2012.

(FILE NO. 54970)

MINUTES

DGS - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing right-of-entry agreements and the license agreement. The President **ABSTAINED** on Item Nos. 1-3.

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Depart. of Housing and Community Development (DHCD) - Condemnations</u>			
1. Unknown	4976 Denmore Ave.	G/R \$90.00	\$ 750.00
2. Rashaun Lee Monroe	4914 Denmore Ave.	L/H	\$ 6,860.00
3. Elizabeth Sullivan	3332.5 Woodland Ave.	L/H	\$ 7,360.00
4. Celine Bobb Innis	4942 Denmore Ave.	L/H	\$ 3,200.00
5. Lee D. Higginbotham	4938 Denmore Ave.	L/H	\$12,200.00

Funds are available in City Bond Funds account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Ave. Corridor.

(FILE NO. 57083)

6. Abase Hussen and Mesfin Abebe	739 E. Preston St.	F/S	\$ 5,500.00
7. Willard Avenue, LLC	730 Mura St.	L/H	\$ 4,260.00
8. KBG #14 Corpora- tion	709 Mura St.	L/H	\$ 3,900.00

Funds are available in CDBG Funds account no. 9990-907714-9593-900001-704040, Johnston Square Project.

(FILE NO. 57070)

9. Lee and Joyce, Inc.	957 N. Chester St.	G/R \$34.50	\$ 230.00
10. Lutheran Mission Society of Maryland	930 N. Madeira St.	G/R \$30.00	\$ 250.00

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
11. Burton King and Renee King	904 N. Patterson Park Ave.	G/R \$120.00	\$ 800.00

Funds are available in State Funds account no. 9910-906416-9588-900000-704040, EBDI Phase II Project.

(FILE NO. 56017)

DHCD - Options

12. Michelle V. Brown	3323 Virginia Ave.	F/S	\$38,500.00
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Funds are available in account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Ave. Corridor.

(FILE NO. 57083)

13. Eileen Strouse	709 Mura St.	G/R \$90.00	\$ 600.00
14. Isabella Wilmer Athey Milch (now Isabella Wilmer Athey), deceased	726 Mura St.	G/R \$36.00	\$ 240.00

Funds are available in account no. 9990-907714-9593-900001-704040, Johnston Square Project.

(FILE NO. 57070)

In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amounts.

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Prior Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements</u>			
15.Mojtaba Nabavian	924 N. Patterson Park Ave.	F/S	\$9,000.00

On November 25, 2009, the Board approved acquisition of the fee simple interest in 924 N. Patterson Park Avenue by condemnation in the amount of \$46,000.00. The previous owner valued the property interest at \$88,000.00. The parties agreed to settle the action for \$55,000.00. Therefore, the Board is requested to approve payment of the settlement balance in the amount of \$9,000.00.

Funds are available in State funds, account no. 9910-906416-9588-900000-704040.

(FILE NO. 56017)

16.Cecilia Oladokun	2794½ Tivoly Ave.	L/H	\$9,000.00
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On August 25, 2010, the Board approved acquisition of the leasehold interest in 2794½ Tivoly Avenue by condemnation in the amount of \$30,000.00 based upon the City's independent appraiser's fair market valuation. The previous owner of the leasehold interest offered an appraisal valuation in the amount of \$72,300.00, but has agreed to settle the case for the amount of \$39,000.00. Therefore, the Board is requested to approve payment of the settlement balance in the amount of \$9,000.00.

Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream, Homestead, Montebello Project.

(FILE NO. 57188)

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, and payments of settlements.

MINUTES

Baltimore City Fire Department - Service Agreement for
Paramedic Refresher Classes

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a service agreement with the University of Maryland, Maryland Fire and Rescue Institute. The period of the agreement is January 31, 2012 through March 07, 2012.

AMOUNT OF MONEY AND SOURCE:

\$44,440.00 - 1001-000000-2112-225900-603020

BACKGROUND/EXPLANATION:

University of Maryland, Maryland Fire and Rescue Institute will provide planning, coordination, instruction by qualified instructors and support equipment necessary for paramedic refresher classes. The program will be offered to a maximum of 25 students per class on mutually agreeable dates and times.

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the service agreement with the University of Maryland, Maryland Fire and Rescue Institute.

MINUTES

Mayor's Office of Information Technology - Year Up Internship Program Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Year Up Internship Program agreement with Year Up, Inc., consultant. The period of the Year Up Internship Program agreement is January 30, 2012 through July 27, 2012.

AMOUNT OF MONEY AND SOURCE:

\$24,165.00 - 1001-000000-1474-167700-603051

BACKGROUND/EXPLANATION:

The Year Up Internship Program (Year Up) provides on the job training to students, as interns who are concurrently enrolled in the Year Up Program. The Mayor's Office of Information Technology (MOIT) will engage the consultant to develop the format of the internship program for 2012, to recruit, screen, and employ students as interns for the Year Up internship program, as well as provide training and a stipend to the interns.

The Year Up Program is a non-profit experimental program, and is a local institution for higher education. The City will reimburse the Year Up Program for providing satisfactory services in an amount not to exceed \$24,165.00. The internship program will be paid for actual hours worked and services performed.

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Year Up Internship Program agreement with Year Up, Inc., consultant. The President **ABSTAINED**.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

1. UNITED STATES

NORTH AMERICA, INC.	\$10,000.00	Increase
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Solicitation No. B50001690 - Preventative Maintenance for United States Rental Lifts - Baltimore Convention Center - Req. No. P515380

On November 10, 2010, the Board approved the initial award in the amount of \$5,900.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Additional funds are necessary due to increased usage of this contract. This increase in the amount of \$10,000.00 will make the award amount \$28,800.00.

2. ALBAN TRACTOR

COMPANY	\$ 0.00	Extension
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Solicitation No. B50000562 - Caterpillar Maintenance and Repair - Department of Public Works, Bureau of Solid Waste - P.O. No. P510584

On August 20, 2008, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions have been approved. A new solicitation for this requirement B50002267 was issued and the bids are currently under evaluation. An extension of the current contract is required in order to maintain continuity of services until the new solicitation is concluded. The period of the extension is February 29, 2012 through April 30, 2012.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

- | | | |
|---------------------------|--------------|----------|
| 3. KEMIRA WATER SOLUTIONS | \$200,000.00 | Increase |
|---------------------------|--------------|----------|
- Solicitation No. B50001140 - Department of Public Works,
Bureau of Water and Wastewater - P.O. No. P510045

On August 26, 2009, the Board approved the initial award in the amount of \$77,825.00. Subsequent actions have been approved. The shortage of the supply of alternate chemical, Ferrous Chloride has caused increased usage of Ferric Chloride. This increase in the amount of \$200,000.00 will make the award amount \$527,825.00. The contract will expire on September 30, 2013.

MWBOO GRANTED A WAIVER.

- | | | |
|--------------|--------------|---------|
| 4. WATEC CO. | \$ 30,000.00 | Renewal |
|--------------|--------------|---------|
- Solicitation No. B50001401 - Water Boiler Treatment -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P512762

On March 31, 2010, the Board approved the initial award in the amount of \$24,927.50. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$30,000.00 is for the period March 28, 2012 through March 27, 2013.

MWBOO GRANTED A WAIVER.

- | | | |
|----------------|--------------|---------|
| 5. PERMA PATCH | \$100,000.00 | Renewal |
|----------------|--------------|---------|
- Solicitation No. B50000992 - Furnish and Deliver Black Fill
Mix - Agencies - Various - Req. Nos. Various

On April 15, 2009, the Board approved the initial award in the amount of \$57,750.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This is the final renewal in the amount of \$100,000.00 for the period April 15, 2012 through April 14, 2013.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

6. UNIVERSITY OF BALTIMORE

SCHAEFER CENTER	\$57,600.00	Increase
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Contract No. 06000 - Election Judge Training Services - Board of Elections - P.O. No. P517454

On June 22, 2011, the Board approved the initial award in the amount of \$242,511.00. The award covers Election Judge Training Services for the 2011 Mayoral Primary and General Elections and 2012 Presidential Primary Elections. Per a recent change to Maryland State Law, Section 10-206, all Election Judges are now required to receive certified training. This increase in the amount of \$57,600.00 is for the required training for the 2012 Presidential Primary Election including early voting. The period of the increase is through June 30, 2012.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

7. ABACUS CORPORATION	\$ 500,000.00	
WATKINS SECURITY AGENCY	500,000.00	
INC.	<u>\$1,000,000.00</u>	Extension
Solicitation No. BP-07140 - Unarmed Uniformed Security Guards - Departments - Various - Req. Nos. Various		

On March 28, 2007, the Board approved the initial two-year contract in the amount of \$2,561,244.25. Subsequent actions have been approved. A replacement bid is being prepared for a new contract and an extension is needed to allow time to complete the solicitation and award and also to allow for a transition period, if needed. The period of the extension is April 1, 2012 through June 30, 2012, with no renewal options. On January 29, 2007, MWBOO set goals of 0% MBE and 0% WBE. Watkins Security Agency, Inc. is a certified minority vendor. The new contract will contain MBE/WBE participation.

MWBOO SET GOALS OF 0% MBE AND 0% WBE.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals, and increases and extensions to Contracts. The Mayor **ABSTAINED** on Item No. 1. The President **ABSTAINED** on Item Nos. 3 and 4.

MINUTES

Department of Recreation and Parks - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of agreement with the Family League of Baltimore City, Inc. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$3,920.00 - 2096-796354-7960-835400-600000

BACKGROUND/EXPLANATION:

Under the terms of this memorandum of agreement, the Department will provide support and resources that will allow the Family League of Baltimore City, Inc. to implement the "B'More Fit for Health Babies Initiative." Services will be provided to families at the Patterson Park and CC Jackson Recreation Centers on a weekly basis. The Family League of Baltimore City, Inc. will reimburse the Department for overtime costs it incurs to accommodate the program.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 55358)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of agreement with the Family League of Baltimore City, Inc.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

UPON MOTION duly made and seconded,
the Board approved the
Extra Work Orders and Transfer of Funds
listed on the following pages:

641 - 642

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

The President **ABSTAINED** on Item No. 4.

MINUTES

EXTRA WORK ORDERS

Contract	Prev. Apprvd.		Time	%
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext.</u>	<u>Compl.</u>

Department of Transportation

1. EWO 001, \$4,575.00 - TR 11301, Resurfacing Highways at Various Locations - NW Sector II

\$2,043,094.97	-	M. Luis Construc-	90	-
		tion Co., Inc.		

2. EWO 003, \$146,835.91 - Project 1040, Reconstruction of the Annapolis Road Bridge over the Baltimore Washington Parkway

\$ 998,821.38	\$467,755.41	T.Y. Lin Inter-	-	-
		national		

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$129,214.40	9950-901824-9509	
Federal	Constr. Reserve	
	Motor Vehicle Funds	
32,303.60	" "	
<u>MVR</u>		
\$161,518.00	-----	9950-901882-9508-3
		Design & Study
		Annapolis Road
		Bridge

This transfer will fund the costs related to Project 1040, Change Order No. 3, for design engineering services in connection with the reconstruction of Annapolis Road over Baltimore Washington Parkway.

MINUTES

EXTRA WORK ORDERS

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext. Compl.</u>

Bureau of Water and Wastewater

4. EWO #023, \$81,992.03 - SC 852R, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant
-
- | | | | | |
|------------------|-----------------|----------------------------|---|----|
| \$115,688,000.00 | \$ 1,052,960.79 | Fru-Con Construction, LLC. | 0 | 29 |
|------------------|-----------------|----------------------------|---|----|

MINUTES

Office of the State's Attorney - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Judicial Dialog Systems.

AMOUNT OF MONEY AND SOURCE:

\$22,000.00 - 1001-000000-1151-117900-603026

BACKGROUND/EXPLANATION:

The Judicial Dialog Systems will provide software support, upgrades, and maintenance for the Judicial Dialog Case Management system during the period of January 1, 2012 through December 31, 2012.

The Judicial Dialog Systems specializes in providing judicial professionals with case management solutions. Judicial Dialog Systems has been one of the nation's leading providers of customizable case management solutions for prosecuting attorney's, public defenders and other courtroom and law enforcement professionals. The Judicial Dialog Systems provides software support for the Case Management System and Dialog Integration Solution to the State's Attorney's Office.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Judicial Dialog Systems.

MINUTES

Baltimore Development Corporation - Motorsports Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the motorsports development agreement with Downforce Racing, LLC. The period of the agreement is effective upon Board approval through November 01, 2016.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 05, 2010, the Board approved a Motorsports Development Agreement with Baltimore Racing Development (BRD) providing for a series of annual automobile races to be held on City streets over a five-year period, to be known as the "Baltimore Grand Prix." The inaugural Baltimore Grand Prix took place on September 1-4, 2011.

Following the completion of the inaugural Baltimore Grand Prix, BRD became financially insolvent and incapable of continued performance under the terms of the Motorsports Development Agreement. As a result, the City terminated the agreement in December of 2011.

Following termination of the BRD agreement, the City solicited and received proposals from interested parties to identify and enter into a new contract with a substitute entity who would produce the event in 2012. As a result of those efforts, the Baltimore Development Corporation is recommending that the City enter into a new Motorsports Development Agreement with Downforce Racing, LLC, a Delaware Limited Liability Company.

Under the terms of the agreement, the City will grant to Downforce Racing, LLC the right to conduct the IndyCar-sanctioned motorsports event on certain City streets. Downforce Racing, LLC will agree to privately finance and conduct the event for an initial term of five years, beginning in September 2012, and concluding in September 2016. The agreement contains an option for an additional five-year term.

MINUTES

BDC - Motorsports Development - cont'd

MBE/WBE PARTICIPATION:

The Motorsports Development Agreement requires Downforce Racing, LLC to comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

A PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC. A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

(FILE NO. 57125)

President: "The second item on the non-routine agenda can be found on pages 29 - 30, Motorsports Development Agreement with Downforce Racing, LLC. Will the parties please come forward."

Mr. M.J. Brodie: "Ok. Mr. President, members of the Board, I'm M. J. Brodie, President of the Baltimore Development Corporation. On page 29 and 30 is the letter I sent to the Board on February 16th recommending a new contract for the Baltimore Grand Prix with a new group and new provisions in the contract from the previous one. You're going to hear from several people in addition to myself this morning about the benefits to the City from this race and from this specific contract. So, I want to touch on just a few items and course I'll be available to answer any questions you might have. The -- last year's event

MINUTES

BDC - Motorsports Development - cont'd

was one of the exciting week-ends in Baltimore. I was there two of the three days to get some personal experience because it's not my natural habitat. I encountered many people, some of whom had never been to Baltimore before, some of whom live in the suburbs, but hadn't been downtown for a while. Their impression of the City and the race itself was extremely positive. That should count for something. There were people around the world who saw Baltimore in a different light than those of the prospects that I deal with everyday in the business world. Those prospects have seen the Wire. They have seen Homicide, Life on the Streets and that's their impression of Baltimore. So, besides the very tangible benefits that you'll be hearing about this morning, there's an intangible benefit called, 'Positive Marketing' of the City and the region, for that matter. I just wanted to present that because I didn't mention it in my letter to the Board. The contract is strengthened in several ways from our past experience. It was once said of the Bourbon family of Europe, who had many of the kings and queens for hundreds of years, that they saw everything and learned nothing. We don't like that example. So, we have tried to learn from last year's

MINUTES

BDC - Motorsports Development - cont'd

experience and the contract is strengthened as a result. It's a five-year contract with a renewable additional five years. It would feature a new group of people. You're going to hear from them individually. They have serious and lengthy experience in the field and they're solvent, that's one thing. There's a better system of accounting, which is always important to this Board. So, there will be accounts and you will hear more from Steve Kraus in Treasury Management, in which funds at the point of sale will be placed in a locked box in an escrow account, placed in a locked box controlled by the City. That's a very important feature that was not in place last year. We've learned from that. There will also be a system of surcharges so that \$3.50 to begin with, increased by twenty-five cents over a period of years will be available to in part defray the costs of City services. As has been done in the Baltimore Marathon and other major events, the City has tried to collect enough money to defray 50% of the costs of City services where events have a major economic impact. This is certainly one of those events. So, of the three fifty, fifty cents of each of those surcharge amounts will go to community impact funds and you may hear from

MINUTES

BDC - Motorsports Development - cont'd

some community people today as to their experience both last year and what they would hope to do with those funds. So, those are important changes, positive changes from last year. There may be questions that the Board would have about legal issues and Ms. Winner -- Where are you Ms. Winner? -- is here from the Law Department to address those questions better than myself and Mr. Steve Kraus -- Where are you Steve?"

Mr. Steve Kraus: "Right here."

Mr. Brodie: "There you are. So, in recommending this from BDC, as a significant economic development project, we consulted with the Department of Finance, with the Office Risk Management, with the Law Department, with the Mayor's Office. So, we're the messenger and we're proud to be the messenger because we think it's an important and significant economic development project for the City. But, I wanted to assure the Board that the idea, the people, the specifics have been vetted through all the City agencies that you will be hearing today. And with that, I'd like to introduce Mr. Kraus."

Mr. Steve Kraus: "Thank you Mr. Brodie. Good morning, my name is Steve Kraus, Chief of the Bureau of Treasury Management."

MINUTES

BDC - Motorsports Development - cont'd

Treasury has reviewed the contract and believes that there are sufficient reporting and control provisions in place to protect the City's interest. First off, there is monthly and quarterly financial reporting due from the Partnership to the City. In addition, and more importantly, there is a year-end financial audit required under this contract that ensures the proper reporting and accounting of the Partnership's financial position -- is conducted by an independent auditor. So, we'll be getting that report annually. That will summarize their financial activity. In addition, to echo what Mr. Brodie just said, all the City fees will be collected at point of sale when we escrowed in advance. So, the \$3.50 will be collected in advance and the \$10.00 -- 10% admissions tax will also be collected and escrowed. So, I believe that is a very important and distinct provision here that was not on the previous contract, that will protect us. And finally, Treasury reviewed the Partnership's financial position and we believe that they do have the resources to undertake this contract. That's all we have. We are in support of it. Thank you."

President: "Mr. Cole."

MINUTES

BDC - Motorsports Development - cont'd

Councilman Bill Cole: "Mr. President, members of the Board, it's a privilege to be here. Bill Cole, Baltimore City Council, 11th District. I'm joined today by several people. I'll quickly introduce them. We have Betty Bland Thomas, who is from Sharp Leadenhall Planning Council. We have Chris Conlon, who is from Ridgely's Delight. Ms. Gia Blatterman is standing here in the back. We have some community members who came with me today to express my support for this renewed contract. I think that the terms that have been negotiated protect the City's interest, moving forward. I think we've have created a sustainable event so we don't have to worry about this at the end of every year and the reality is the neighborhoods that supported it last time are here again because it did have a positive impact on the community. Betty, in Sharp Leadenhall was able to fund a number of programs. Chris, in Ridgely's Delight did a number of things to make their community look better to visitors and also to clean it up a little bit. We did a lot of community cleanings, they still do them every month with their Community Impact Funds. I have the privilege of introducing a number of people with us today. A handful of them will speak. I will start with

MINUTES

BDC - Motorsports Development - cont'd

Wilkes Lane Racing that makes a part of Downforce Racing. Dan Reck, Felix Dawson, both Baltimore residents, Jim Astrachan, who is an attorney that works with Wilkes Lane, and then Dale Dillon, who is from Dillon Racing, that makes up Downforce Racing. Behind them is Sarah Davis, who is Vice President of Bisen INDYCAR Series. To her left is Mr. Scott Atherson who is President of the American Le Mans Series. Both flew in today to give support and to speak briefly about their leagues want to be back in Baltimore. So, with that I'll turn it back over to Mr. Reck."

Mr. Dan Reck: "Thank you Council members. My name is Dan Reck and as Councilman Cole just said, our team is Felix Dawson, Dale Dillon, and Jim Astrachan, who are here today. We appreciate this opportunity. We think we've pulled together a very solid team. We've got two local business folks, Felix and I. We live in the City. We've been here a long time and then on top of that, we've got Dale Dillon, who has over a decade of experience of running street racing events, operating street racing events and that combination of, we think, is going to allow us to be very successful and we really look forward to pulling this all

MINUTES

BDC - Motorsports Development - cont'd

together. The venue that Baltimore presents we think is pretty extraordinary and we look forward to being able to showcase that when we put on these races for the next five years. Thank you."

Mr. Cole: "I guess I'll introduce Sarah Davis next from INDYCAR."

Ms. Sarah Davis: "Good morning. Thank you so much for having us. We're very glad to be here. As you may or may not know, our CEO, Randy Bernard was actually here in Baltimore last week. He unfortunately couldn't be here due to a prior commitment, but on behalf of INDYCAR I want to express how very excited we are to be back in Baltimore again next year. Without question, it was the highlight of our 2011 season. I was telling somebody earlier that our paddock, our paddock, our community is about 1,000 people strong. That's not including fans. That's our teams, our sponsors, our team sponsors, our own staff, our manufacturers have nothing but extremely positive things to say about the event here in Baltimore. Not only was it a great city to come and visit; it was conveniently located, nobody rented cars, they could all stay downtown and they enjoyed your city and have nothing but positive things to say about the city, its services,

MINUTES

BDC - Motorsports Development - cont'd

and its people. So, as we look forward to 2012, we have the utmost confidence in Downforce Racing. Certainly Dale brings a wealth of experience with INDYCAR, his history with St. Pete and Toronto and of course last year with the event -- its very exciting to us and gives us a lot of confidence in the ability to have a very successful event again next year. Certainly Felix and Dan bring a hometown support and feel to -- and as well as a business acumen, that is very important. We also feel very good about the safeguards that the City's put in place and look forward to a long history of racing here in Baltimore. Thanks. I think Scott Atherton is next with ALMS."

Mr. Scott Atherton: "Mr. President, Mayor Rawlings-Blake. It's an honor to be here. My name is Scott Atherton, I'm the President of the American Le Mans Series. We were your Saturday show. We were part of the feature on Saturday that frankly sold out that day. That's not common and I think that in itself expresses the enthusiastic support that this community and region has for this event and absolutely what our series represents in terms of our support. This is an important business market for us. We have many manufacturers who are involved here. They supported the

MINUTES

BDC - Motorsports Development - cont'd

event this past year at a very substantial level. I've have phone calls from them, many of them almost on a weekly basis since the question of whether or not this event was going to return came to light. Uh -- We firmly support the process that's being undertaken right now. I can tell you that for those who were involved last year, they will be back. For those who weren't involved, they look forward to the opportunity. This region also has some of the strongest enthusiasts' support. We have the largest car corrals at any of our events. There is so much to be proud of coming out of this event this past year. The one element that I think has been under-appreciated or perhaps under-reported is the fact that there's an ABC network television show that was aired for two hours that cast Baltimore in an incredibly positive light. That wasn't just here in the States, but around the world. We're bringing that same level of media coverage, and more, this year. We absolutely look forward to returning and enthusiastically support the process that's been undertaken and ultimately the confirmation of this event, not only for 2012, but for many years to come. You have much to be proud of. Thank you."

MINUTES

BDC - Motorsports Development - cont'd

Mr. Tom Noonan, President & CEO, Visit Baltimore: "Good morning Board members. I'm Tom Noonan with Visit Baltimore. I want to give a recap of last year's race in terms of the economic impact from Ford Analytics. It was \$47,000,000.00 as the estimate of the impact on the City. Now that doesn't include the local expense if you came from Annapolis, you came from Howard County, you came from Baltimore City, that spend didn't count. We talked about 160,000 visitors, which 41% of them were from outside the State. So, 66,500 people had to find a place to stay in or around the region, which accumulated about 37,000 hotel room nights. That's a big number. I'm not sure we've ever had another event in our history that's had that kind of economic impact on tourism. Perhaps the Volvo Ocean Races, perhaps Op Sail events in the past, but this is definitely one of those big three and probably one of the largest in terms of the economic impact. Mr. Atherton just talked about the marketing and their presence around the world, so imagine 500,000,000 homes around the world had the opportunity to see this race at some point. And then from just a hotel impact, we saw a 52% increase in terms of the average daily rate. We saw a 75% increase in the revenue for the

MINUTES

BDC - Motorsports Development - cont'd

hotel partners. I have Arpad Romandy here with me, who is the General Manager for the Intercon Hotel, Arpad? Arpad do you have this back for the five years?"

Mr. Arpad Romandy, General Manager, Intercontinental Harbor Court Hotel: "Yes --"

Mr. Noonan: "Yeah. So, and that's the feeling of the entire hotel community and obviously there were lessons learned about telling people the City is open and let's get to the restaurants, let's get to the other attractions. But, what a great first start. We hope we have it here for at least five more years. Thank you."

Mayor: "If I can. Just for Tom. In the \$47,000,000.00 economic impact, does that take into account the basically, the free media, the value of that?"

Mr. Noonan: "No. It really doesn't take in the free media value, which had to be tens of millions of dollars, probably more than that and doesn't include the tax spend. It doesn't include a lot of the local spend, like I mentioned earlier, but clearly the 47 was what we could --"

Mayor: "Thank you."

MINUTES

BDC - Motorsports Development - cont'd

Mr. Cole: "Mr. President, I know Ms. Betty Bland-Thomas and Mr. Chris Conlon would like to say a brief word."

Ms. Betty Bland-Thomas, President, Sharp Leadenhall: "Good morning everyone, the Mayor, President, the Board. I'm here in support --"

Mayor: "State your name."

Ms. Bland-Thomas: "Oh, my name is Betty Bland-Thomas. I'm the President of one of the City's oldest still-existing Afro American community, called Sharp Leadenhall. We now lead instead of being led. But, the point that I wanted make at this point is I do support it. Any new business that's started, I know it's not always going to be profitable. What I'm most appreciative about this is that the community benefits that I understand still exist in this plan. It's also most important that, if possible, that we increase those community benefits. Like my neighboring communities, we use these funds, at least in Sharp Leadenhall we did, to do daily street sweeping. We get a lot of foot traffic in our community. We're near some of the City's beautiful sports arenas as well as its Inner Harbor. And because of that foot traffic and our efforts to make our waterways

MINUTES

BDC - Motorsports Development - cont'd

cleaner and greener, we've hired some community residents to daily do street cleaning. I can tell you Mayor, we have collected tons of trash; that's not going into our Inner Harbors and into our Middle Branch. We want to continue that effort and we look forward to these community benefits in order to help us sustain that operation. So, if it is possible with the 40 some million dollars that I understand may definitely be gained, that we make sure that our community benefit pot is also comparable to allow these communities to do its part and help keeping our communities clean and green. Thank you."

Comptroller: "How much did you receive?"

Ms. Bland-Thomas: "We received \$10,000.00. We actually need \$30,000.00. We were fortunate to raise the additional funds from some of our surrounding business. We just recently did an estimate, it would cost us \$80,000.00 to continue our Youth Works Program and we use our Youth Works, thanks to Jack Young's initiative in helping us to get on board, to also hire teenagers from the community to participate in the cleaning and greening. But, now that we're doing it year round, that's what the cost would be. So, we're willing to raise half if we can get some assistance with the other half. Thank you."

MINUTES

BDC - Motorsports Development - cont'd

Mr. Chris Conlon, President, Ridgely's Delight: "President Young, Mayor Rawlings Blake --"

Mayor: "Good to see you."

Mr. Conlon: "My name is Chris Conlon. I'm with -- I'm President of Ridgely's Delight Community and I want to say what a great week-end we had last year for Labor Day week-end. It was through such a buzz the community came together, picnics, we were showing movies up on vacant buildings, car movies, things like that. It was a lot of buzz. A lot of people came in from out of town and with those funds -- when I took over last year we had \$200.00 in our account and that got increased to \$18,000.00 in 200 -- almost overnight. Just this morning, I have Downtown Partnership cleaning the streets with those funds. We use them constantly for different clean-up projects, things like that, that augments what the City does. But, I just want to say what a great event it was and I look forward to having it in the future."

Mayor: "Thank you."

Ms. Giovanni Blatterman, Little Italy: "Hello. Good morning."

President: "Good morning."

MINUTES

BDC - Motorsports Development - cont'd

Ms. Blatterman: "Giovanni Blatterman from Little Italy and the Resident's Association and I will presume to speak for the restuarants that were involved last year with the race to Little Italy supporting the Grand Prix. I would just like to say I didn't that there were community incentives and I would like to have our community get on board with that this year. But, we kind of did our own thing last year and I know that there were little -- a few problems with the first year of getting it done. Our position was that was that about 20 some restaurants got together, which is a miracle in itself, and we had -- we prepared for two months for a weekend; for a dance that we got dressed for didn't happen. But, we realized that sometimes the success is in the journey and not the goal. So, we had a wonderful success in getting there and I feel that that is apropos for this City too. The success was getting there. We got to the prom. We may have gotten there in a pick-up truck, but now we're ready for the limousine to pick us up. I think this is going to be much better because we do have two wonderful guys from the neighborhood, Little Italy, and from Baltimore City and they have worked very diligently to get this on its feet. I want to commend Pete Collier while I'm here and put it

MINUTES

BDC - Motorsports Development - cont'd

on the record because he got this whole thing to fruition. We are in support of it. We hope that this coming year that all the communities; Canton, Federal Hill, Harbor East, Fells Point, Little Italy will become a part of it because last year we felt like we were like a little bit on the outside -- but a little -- that also lies on the shoulders of the media. We actually probably had more media people in here than we had in Little Italy last year because everyone was being told to avoid downtown at all costs. And I can't tell you how many stations I personally called and said, 'please you can shoot a cannon through the streets down here. Don't tell the people in the County not to come down here.' And I think that actually was one of the things that helped not make it as successful as it should have been. So, I'm here on behalf of the City and on behalf of Little Italy and on behalf of the new -- I guess contractees to the Grand Prix. I support them 100%. Thank you."

President: "Thank you. Is that it? Ok."

Mr. Walter Horton: "Walter Horton, Department of Real Estate. We reviewed the agreement and we uh -- have several questions that need clarity and some questions that really need to be addressed."

MINUTES

BDC - Motorsports Development - cont'd

First, and foremost, the City services that's mentioned to be performed, does the City have an idea of what the estimated costs for those services are going to be? I believe in the last year's agreement there was an upset of \$500,000.00. I heard earlier today that we're prepared to pay up to 50% of that. What is that number? We don't know what that number is."

President: "You have to use the mic."

Mr. Steve Kraus, Treasury Management: "Good morning. We're estimating that the cost to the City will be approximately -- and it depends on the crowd that we're expecting and other factors, but about \$800,000.00. We believe that that will be -- and your next question will probably be, 'how is that going to be funded?' If you take 100,000 tickets times the three fifty and the amusement tax that we collect in addition to that should cover our exposure."

Mr. Horton: "In addition, the street paving cost is an unknown factor, as well. We have to repave the streets at the City's dime to INDY's standards. What is that cost going to be?"

Mr. Kraus: "Mr. Horton, there is no anticipated new construction required to bring the race back. The work that was done last

MINUTES

BDC - Motorsports Development - cont'd

year should last -- Mr. Fox is nodding his head -- 15 years and the only type of work that might be needed is cracks. But, there is no major utility or construction work required."

Mr. Horton: "The financial reports were not a part of the actual agreement, we would like to get copies of the financial plan to the Comptroller's Office. In addition, we would also like to have the Audit Department receive the annual and monthly reports on the financial strength of the organization. So, there are two concerns that we have on the financial side. The Comptroller's Office should also be involved in the review of the cash flow analysis and hopefully we can get those reports to show the revenue and expenses. In terms of the structure of this particular agreement compared to last year -- questions as to whether or not there was any consideration given to restructuring this agreement to be a lease agreement, where the City would be paid annually and not have this agreement run for a five-year term."

Ms. Leslie Winner, Law Department: "Leslie Winner in the Law Department. This agreement would be similar the agreement that we have for the Marathon. This racing group has -- this agreement represents a permit, an authorization to run the race.

MINUTES

BDC - Motorsports Development - cont'd

It's not a lease. We're not leasing the streets. You can't lease the streets. We're giving them a permit to run the race during a certain period of time every year. So, it's not a lease."

Comptroller: "Why can't we lease the streets?"

Ms. Winner: "It's in the Charter. They're our streets. We'd have to have a -- I forgot what you call it for a moment."

Mr. Horton: "License agreement?"

Ms. Winner: "No, not a license agreement."

Mayor: "Charter amendment?"

Ms. Winner: "No, we have the permit."

Mr. Horton: "Franchise?"

Ms. Winner: "Franchise, thank you."

Mayor: "We're all in this together."

Ms. Winner: "I knew what chapter it was in. We'd have to have some type of franchise agreement for the streets."

Comptroller: "Ok."

Ms. Winner: "But, this is not that. This is just a permit that is issued yearly. We have entered into a five-year agreement. We did a similar thing with the Marathon, so that these people -- it takes them so long to prepare for this race that they need to know in advance that the permit is there and that's the purpose

MINUTES

BDC - Motorsports Development - cont'd

of the permit. It's not the same as a franchise, which would be a more permanent structure on the City streets."

Mr. Horton: "We would like to see the promoter be a good corporate neighbor and provide services to our automotive schools, such as Westside Skill Center, Mervo. Uh - We feel that they should be providing services, training, tools and equipment to enhance the educational aspects of these schools. Is that something that's a realistic possibility?"

Councilman Cole: "I think they are prepared to work with the school system. Last year in the Inaugural Grand Prix, they worked with the school system on a reading program and gave away thousands of tickets. This group is fully prepared to do the same thing and work with the school system."

Mayor: "But, I guess -- my hope is since the Comptroller's Office was briefed over a week ago, if there are any additional commitments that you're trying to get that I'm certain you're not looking to propose additional commitments and get an answer on the spot."

Comptroller: "We were briefed. But, we did not get the contract until Friday. So, we did not have an opportunity to -- Monday was a holiday and --"

MINUTES

BDC - Motorsports Development - cont'd

Mayor: "With that being said, I'm sure that there aren't commitments that you're looking for on the spot. I mean just as you had time to review and make suggestions --"

Comptroller: "We didn't get the contract until Friday."

Mayor: "I'm sure that the team would appreciate being able to review the additional conditions or requests that are being made."

Mr. Horton: "The Profit Sharing Plan for the City under this agreement calls for the City to share in 10% of the profits. As I understand it, the distribution of those funds will not happen until the expiration or the termination of the agreement. Why?"

Mr. Kraus: "That's not our understanding of it. The way the contract is written is that the City will share in any distributed income beyond \$1,000,000.00 per year. So, that could happen at any time during the year during the five-year period. Now certainly the Partnership has to maintain some working capital so they can maintain the operations throughout the five-year period. But, any time that there is a distribution in excess of \$1,000,000.00 in any year, we participate in 10% of that."

Comptroller: "Steve."

MINUTES

BDC - Motorsports Development - cont'd

Mr. Mark Pollack, Ballard Spahr: "Good morning. My name is Mark Pollack. I'm an attorney with Ballard Spahr and I've been assisting the Law Department in negotiating this agreement. Let me just echo what Steve said. There is no provision there that allows the permanent entombment of funds until the end of the term. If there are any distributed monies beyond the \$1,000,000.00, the City gets 10%. That's absolutely correct."

Mr. Horton: "Exhibit E of the agreement, Profit Sharing Exhibit states that, It being understood until the termination of this agreement, DFR shall not be obligated to make any distributions of profits."

Mr. Pollack: "That's correct. They are not obligated to do so. But, if they do so, we have to get our 10%. I mean as Steve indicated, it's very important that they have adequate working capital available for the next year for both operating and capital purposes. So, the question is, before they can distribute to themselves above the \$1,000,000.00, we have to get our 10%."

Mr. Horton: "Steve, if you could walk me through the uh- Civil Ticket Fee, as it relates to the admissions tax. For example, if

MINUTES

BDC - Motorsports Development - cont'd

I bought a ticket for \$100.00, is the surcharge attached to that \$100.00. So, my ticket would then be \$103.50 and how does the amusement tax get paid from that point?

Mr. Pollock: "The short answer is that we're not going to be setting the pricing schedule for the event. That'll be up to the promoters. If they charge you \$100.00 for the ticket, my guess is the three-fifty will be included in that. It won't be showing as a separate charge and the 10% would go on the full \$100.00."

Mr. Horton: "Ok, thank you. Madam Comptroller."

Comptroller: "It was mentioned that you were going to use local manufacturers. Do you know the names of the local manufacturers that you're using?"

Mr. Reck: "I'm sorry, could you repeat the question?"

Comptroller: "You had mentioned that you were going to use local manufacturers and I was just wondering --"

Mr. Reck: "Local vendors."

Comptroller: "Oh ok, I thought you said manufacturers."

Mr. Reck: "Vendors."

Comptroller: "Do you have any idea who the vendors will be? Because there have been numerous calls to my office about

MINUTES

BDC - Motorsports Development - cont'd

printing, tee shirts, other items that could be sold and just wanted to know who do they contact or do you have local vendors that you know you're presently going to use?"

Mr. Reck: "No. we have not made any decisions on any vendors at this point. We have a website if people are interested. They can go to 2012BaltimoreGrandPrix.Com and they put their information in and then they can say whether or not they're interested in being a vendor, they're interested in tickets, they're interested in being a sponsor, all those different pieces. We're -- you know -- as I said, Felix and I live in Baltimore. We're very eager to use local people. That's -- that's -- you know, as much as we can. Our contract hadn't -- as far as I know, has still not yet been approved? So, it's a little premature for us to have hired vendors at this point."

Mayor: "But, if the Comptroller has any additional questions, I know she was given your telephone -- the numbers for the team. So, if her office --"

Mr. Reck: "If you want my cell phone number you can call me --"

Mayor: "If she has any background, backup questions."

Mr. Reck: "Absolutely."

MINUTES

BDC - Motorsports Development - cont'd

Comptroller: "Ok and also, are you going to entertain having a minority promoter in this event? Because I know when I talked to you earlier, you said that it was just the three of you --"

Mr. Reck: "Right."

Comptroller: "and you used a term that --"

Mr. Reck: "So, the actual equity investors, the promoters are as we described, Felix Dawson, Dale Dillon, and myself. At this point, we don't need any additional investors and if we do need additional investors, of course that would be open to whomever is willing to come in with the best offer of capital."

Mayor: "Talk about your participation with the Minority Business goals."

Mr. Reck: "So, we have a meeting scheduled with the office --"

Mayor: "Tom, can -- thanks."

Mr. Thomas Corey, Chief of the Minority and Women's Business

Opportunity Office: "Good morning. My name is Thomas Corey. I'm Chief of the Minority and Women's Business Opportunity Office. As a part of the contract with Downforce Racing, they are obligated to have Minority and Women's Business Enterprise participation uh- on the contract. We will be meeting with them next week to go over how the participation will occur. What goals will be set on the various contracts that they are going

MINUTES

BDC - Motorsports Development - cont'd

to let to the various vendors and we will monitor to make sure the participation does occur and that the MBEs and WBEs that are certified by Baltimore City will have an opportunity to participate in this event."

Comptroller: "Let me ask you Mr. Corey, I know that sometimes we have not met our MBE goals and I've received numerous calls in my office where -- you know I sit on the Architects and Engineering Commission Board -- and that minorities have been approved to receive business and they have not. So, is it possible to have these promoters hire, let's say, a part-time person to ensure that the minorities and women get the goals that we're stating, because we know that the City does not always meet its MBW/WBE participation for various reasons. I'm not sure --"

Mr. Corey: "I don't think hiring an extra person is necessary. I think our staff of investigators and the person we have to monitor the contracts will be able to make sure that the participation is achieved. That's the -- that's our job and --"

Comptroller: "But, it doesn't always happen."

Mr. Corey: "It doesn't always happen and that's sometimes because the minority and the prime, the minority doesn't own up to their end by --"

MINUTES

BDC - Motorsports Development - cont'd

Comptroller: "And that's why I was asking if we could ensure that they hire someone to make sure that the minority -- that the MBEs and the WBEs get the required goals that are set."

Mr. Corey: "I can't force them to say that --"

Comptroller: "I'm not asking you to force them. I'm just saying these are some of the things that -- you know -- we got the contract on Friday and just had an opportunity to review it this weekend and Monday was a holiday. So, these are some of the things that hopefully that they will be willing to do ensure that the MBEs and the WBEs get the participation goals that we're setting."

Mayor: "If I may, Madam Comptroller, I respect your interest in making sure that the group meets its goals. They've made the commitment and uh- Tom's shop has made the commitment to work with them on the monthly reports to ensure that they get the goal. I don't to substitute my judgment for theirs as far as how they get there. You know, whether or not they can do it with the staff they have on board, whether or not they need to hire an additional person. For me, it is the goal and that is to reach the participation percentages and with the monthly reporting

MINUTES

BDC - Motorsports Development - cont'd

that will be done and the constant contact that they will be with our offices, I'm convinced that we'll be able to track that and to keep them on target. Thank you. I know that there are some protests. Before we get into that, I'd like to thank, particularly the community members that have come out, as well as the -- so many words of encouragement that I've received, my office has received from neighborhoods in the City and throughout the country since we announced the new contract to bring back the race. There've been a lot has been said about this new agreement as well as about the past, but now it is time to move forward. This contract minimizes the City's risk and it is what's best for our local economy. Let me just reiterate a few things that have been stated. First, the agreement includes new safeguards for the City, including the lockbox provisions that guarantee payment of the City's taxes, as well as reimbursement for the City's services associated with the event. The truth is that Baltimore is a big City capable of hosting civic and sporting events; big events like the Marathon, Artscape, New year's Eve Fireworks, and yes, the Grand Prix. They're certainly not possible without the support of this City,

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BDC - Motorsports Development - cont'd

as well as its people. Second, the agreement provides for up to a \$250,000.00 or more for communities around the track to invest in neighborhood projects over the contract term. I'm pleased that we had the presence of some of these communities who have been able to talk about the tangible results of that investment in their neighborhoods. These funds are kept in a trust for the community. Neighborhood associations with limited resources like the ones that were mentioned earlier will be able to use these funds to make their communities stronger. Third, the event is expected to generate \$1,700,000.00 in revenue to the City and that's \$8,000,000.00 over the five-year term. And final, we know that the event had an annual \$47,000,000.00 impact to the local economy. That boasts -- boosts, excuse me, our local hotels and restaurants and as Tom Noonan said in his presentation, 'that doesn't come close to capturing the full value.' I'm certainly not going to sugarcoat any of this, I'm moving forward with -- uh- this new contract was not an easy decision. It was difficult. But, I certainly believe that we've done everything possible to minimize the risks to the City and make the event

MINUTES

BDC - Motorsports Development - cont'd

successful for years to come. I want to thank the INDY representatives and the Le Mans representatives. Your experience here in Baltimore was certainly what I had hoped, which was that you have a positive experience and that your teams would have a story to tell about Baltimore that would start to overshadow some of the negative press that we get. From what I've heard from you, not just today, but in the past, that we're doing a good thing in promoting what is good and right about our city and hopefully we'll get even more return visitors and this is the type of event that maybe we can even get some new residents out of it. Someone could experience Baltimore and decide that this is the big city with the small town feel that they might be interested in staying. So, I think it's important to support the local economy and thank you all for coming together with us to make this happen."

President: "Okay."

Mr. Arnold M. Jolivet, Maryland Minority Contractors: "Mr. President, good morning."

President: "Talk in the mic."

Mr. Jolivet: "I'm talking in it. But, I want you to ask the Board to --"

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BDC - Motorsports Development - cont'd

Mayor: "We need your name sir and you need to talk into the mic and a little louder, if you can."

Mr. Jolivet: "Mr. President, Madam Mayor, other distinguished members of this Board, Arnold M. Jolivet, and I'm representing the Maryland Minority Contractors this morning. I know the hour is late. I have sent you a brief communication somewhat expressing my concerns. But, before I do that, I just think it would be appropriate for me thank Jay Brodie. Jay Brodie has done a terrific job. I often tell people that he and I are the senior economic development agents in this City. Two years ago at our Annual Conference, we recognized the work that he's done, and again, I think that it would be appropriate for me to just thank him for doing what I would think is just a terrific job. Because I've put together deals like this or similar and its not always easy to put these deals together. But, I just needed to say that because I admire the work he does. I admire the great passion that he brings to his job. I want to just say, in addition to what I said in my communications I believe very strongly that when the City does deals like this and the City is putting up some type of money or any other type of financial

MINUTES

BDC - Motorsports Development - cont'd

resources or where the City is allowing someone to use their infrastructure or their properties, I believe very strongly that the City should go the second mile to encouraging and facilitating or even requiring ventures like this to have minority, in particular African American, equity ownership. I know that this did not happen on this occasion. But, I thought that maybe we could use this as a teaching moment, where if future deals like this come up and the City is put in a position where it is asked to provide financial assistance or even to give approval for use of its streets or roads or other property -- the City is in a unique position to require, uh -- at minimally -- requests African American or other minority equity ownership. Now, this is City which is largely African American. The African American community needs to be involved in projects like this. The African American community is a rich community with many persons who have -- and possess substantial property resources. But unfortunately, Mr. President, when deals like this come about, I would submit that we're never asked to step up to the table and be a part of these kinds of deals. So, I don't want to belabor this point. But, I think I've made my

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BDC - Motorsports Development - cont'd

point and I'm just asking this Board, particularly the Mayor and her staff, that when deals of this kind come about in the future that we be mindful of the urgent need that the African American investors be asked. Now, it may -- I understand -- it may ultimately be that they may not be a part of the deal, but they minimum should be asked to be a part of the deal. I want to make one other point and I would ask this Board to forgive me for the length I am taking, because I said I would be brief. Part of the communications to the Board indicated that there was a solicitation to identify parties to undertake the new Grand Prix endeavor. I would submit that if in fact that there are solicitations like this -- I for one, did not see this solicitation. But, I want to mind -- I want to be -- I want to ask, if I can very respectfully, that if and when solicitations of this kind are advertised or distributed, the Ordinance, the MBE Ordinance, in its wisdom requires that that solicitation be sent out to all of the minority trade associations and businesses associations and unfortunately, it seems it was forgotten in this instance. But, I want to be a part of this. I think it's good for the City and I think that our African American community can still benefit. So, I want to just ask

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BDC - Motorsports Development - cont'd

this Board and thank this Board for allowing me to be heard and to hear my views on this, and I had initially suggested or asserted in my original letter to the Board, I suggested at the very end that perhaps the Board should not approve this agreement. But, but, I've seen the work, notwithstanding the fact that it did exclude the African American investors, I believe that given -- having stood here today and heard all of the testimony, I'm nonetheless of the mindset that this Grand Prix is going to be good for the City or at least, it can be good for the City. With that in mind, I would ask one thing before I cease my presentation and that is, the last Grand Prix had a person who ran the MBE entity, Peter. Peter, in my estimation, did a very strong outreach to the minority community and if assuming that the new group has not contacted Peter or retained Peter, my suggestion if they want to have a strong outreach to the minority business community, perhaps that it would be a good idea to have Peter as a part of your team. That's a good reasonable suggestion, if I can. Mr. President, thanks again for allowing me to be heard."

President: "Thank you."

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BDC - Motorsports Development - cont'd

Ms. Kim Trueheart, Citizen, Resident of Baltimore: "Good morning. My name is Kim Trueheart. I am a citizen and resident of Baltimore. I have not been convinced that deals made by Baltimore Development Corporation have always been in my best interest. So, I'd like to see more transparency in this deal. A week ago, I heard through the media that citizens were allowed to give comments on this deal, but yet, materially I haven't seen any of the details about this deal. It's interesting that I sit here on Wednesdays and every other bid that comes in, I can look at the proposal. I haven't been allowed to see the proposal from the company in this particular instance. All I see is some sketchy pieces of information in the press. After the last Grand Prix, the Mayor talked about an After Action Assessment to figure out what went well and there were some good things and what didn't go so well. I haven't seen that report. I'd like to see that report. Additionally, when my experience tells me, as a former Federal Procurement professional, that if a contract is terminated, there are multiple causes for terminating a contract. I'm not sure why we terminated the last one, okay. I want facts. I want data. I want transparency. Don't tell me to

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BDC - Motorsports Development - cont'd

go read the Baltimore Sun, okay. Cause that, to me, is not the way the Baltimore residents need to be informed about what our government does. Unfortunately, that seems to be the preferred method of communications. Show me some data. Show me some documentation. What lessons were learned from terminating that contract? Have those lessons been incorporated in this new business deal? I haven't heard that. I don't see that. We had several neighborhoods get up here and testify. But, I'm a process person and I understand that the process last year didn't work very well to engage neighborhoods and communities. So, there is room for improvement. I don't know that you've improved anything in the process from last year. There are some neighborhoods that seem to have gotten more than a ... than others. Why is that? Let's see, there were proposals from multiple organizations, but yet you only released this one deal. What were those other proposals like? Where does the citizens get an opportunity to look at what choices you're making? Uhm- I feel that right now, we've got a tremendous amount of potential to do a great thing. But, there is also an opportunity to engage people more fully in the process, not just in your decision

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BDC - Motorsports Development - cont'd

making, but the execution part, you know. I'm not interested in the machinations of my government where we sit in dark rooms and make those decisions. I want to know what protocol she used in making those decisions. At this point, I'm looking for benefit for our young people. This is a great learning opportunity. Last year I asked that we use this as a learning opportunity for our young people and I was told there wasn't enough time to do that. Is there enough time to do it this year? And what learning opportunities are we going to give them? In terms of outreach to the community that I represent, the African Americans in this City, who represent a majority of the population -- last year, Jay Davidson attended numerous community group meetings and gave presentations to members of my community about business opportunities. I haven't heard that discussed today. I second what Mr. Jolivet has said that there needs to be a concerted effort in this deal to include minorities. I heard something disturbing by our minority business person that his is going to be involved in each of the contracts that this company is going to award. Is that what I heard you say?"

Mr. Corey: "Yes. Each contract that this company uh - engages a vendor or contractor in order to put on this event, we will look

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BDC - Motorsports Development - cont'd

at that contract and the budget and assign MBE and WBE participation goals on it. That's how we'll make sure we'll get participation on each and every aspect of this event."

Solicitor: "And that's what we do generally speaking."

Mr. Corey: "Generally, we do that with all the vertical construction you see around the City. We bring that developer in, look at the budget, and assign goals to that project, and we monitor it from there."

Ms. Trueheart: "So, you're not setting a goal on the City's contract? Is that what I'm hearing?"

Mr. Corey: "The City's contract?"

Ms. Trueheart: "This contract with Downforce Racing, LLC."

Ms. Winner: "This is a license, Ms. Trueheart. This was not bid out. This is a license the same -- for the use of the streets. So, it is not the same as a proposal that would have been put out under the Charter, under Article 6, Section 11, A License for the use of the streets, called an authorization under this particular contract."

Ms. Trueheart: "Ok. That adds some clarity. So, every transaction by the corporation will be reviewed for minority participation?"

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BDC - Motorsports Development - cont'd

Mr. Corey: "Yes. Starting next week we will be meeting with them, finding out what contracts they plan to let, and establishing a process by which they would submit their contract and the budget for that particular activity to us so that we can assign goals and then start the process of monitoring whether or not those goals are being achieved."

Ms. Trueheart: "This company has presented to you an outreach plan to talk to the community, to inform the community, what methodology are they using?"

Mr. Corey: "We're meeting with them next week. So, a plan has not been presented to us. I do understand that they have a website where anyone wanting to provide goods and services for this event, they can come to them, to that website."

Ms. Trueheart: "Ok, lessons learned. Somebody's going to address that? Going to talk to the fact that there were numerous things done poorly last year."

Mayor: "What does that mean?"

Solicitor: "I can respond not to the lessons learned, there was considerable testimony about that in the presentation that we just heard this morning. I know two of your points had to do

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BDC - Motorsports Development - cont'd

with the reasons for the termination. They're stated in the termination letter. You're welcomed to have a copy of that. That's been a public document ever since it was sent. The contract that we have before the Board --"

Ms. Trueheart: "Where has that been available?"

Solicitor: "It's available by request in the law Department, in the Mayor's Office, any number of places in City Hall."

Ms. Trueheart: "Ok, I'd like that."

Solicitor: "Ms. Winner's got a copy. I think she's got a clean copy that she can share with you right now."

Ms. Trueheart: "Ok."

Solicitor: "I believe that the contract that is before the Board today is publically available. It was circulated to the Board when the final minutes, I'm sorry, the final agenda was prepared. That also would have been available to you on request and I don't happen to have an extra copy. But, you know, that's not a secret document at all."

Ms. Winner: "I believe that was also on the web since the middle of February for anyone who wanted to --"

MINUTES

BDC - Motorsports Development - cont'd

Solicitor: "And again, on the lessons learned, there's been testimony from people today talking about how this contract is different. How it reflects improvements. Mr. Kraus addressed that, improvements over the prior contract, which all of which represents lessons learned."

Ms. Trueheart: "Is there a report of lessons learned?"

Solicitor: "Not that I'm aware of a report, as such."

Ms. Trueheart: "Is there an After Action Assessment then?"

Solicitor: "Other people would have to answer to that question."

Ms. Trueheart: " So, who's the other person that needs to answer that question? Are they present in this room?"

Solicitor: "I'm not aware of a report as such. There's been an assessment --"

Ms. Trueheart: "Was there an After Action Assessment?"

Solicitor: "Not a document."

Ms. Trueheart: "I didn't ask that question. I asked that previously. But, currently --"

Solicitor: "Mr. President, would it be appropriate to make a Motion? We have been going on for some time now."

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BDC - Motorsports Development - cont'd

President: "Ms. Trueheart, have you finished because --?"

Ms. Trueheart: "Can you answer the question?"

President: "I can't answer the question."

Ms. Trueheart: "Ok. Well who can answer the question?"

President: "It's nobody here that's coming forward to answer the question."

Ms. Trueheart: "There was no After Action Assessment done."

President: "I can't answer that."

Ms. Trueheart: "Ok. Alright. My protest stands. This does not benefit the citizens of Baltimore. There was not due diligence performed. I'm asking you to vote NO."

Solicitor: "He's already voting NO, I think, Ms. Trueheart. He's already recorded --"

President: "Mr. Nilson, you don't have to address that."

Ms. Trueheart: "I'm asking you to vote NO. I'm asking you to vote NO. I'm asking you to vote NO and I'm asking you to vote NO. Now, until there's transparency, okay, until there's accountability, until people know what the heck you're doing, okay, I don't understand this process. I come here every Wednesday and there is this paucity of information that's

MINUTES

BDC - Motorsports Development - cont'd

shared with the public. You said you wanted our input. Give us the data. Give us a moment to look at the data and give you our feedback. Okay? Nobody is asking you to do anything that's outrageous, okay. All we're asking is give us an opportunity to be informed."

Ms. Winner: "The contract itself was on the web and public comment was requested and allowed. Also, when you say that there was no assessment, after the --"

Ms. Trueheart: "I didn't say that."

Ms. Winner: "But, you said that there was no public -- there was no assessment by the City after the contract. The City did sent out --"

Ms. Trueheart: "I asked the question was there an assessment?"

Ms. Winner: "Yes, there was an assessment and the City found that the prior holder of the license was in default and sent out a default letter terminating the prior holder of the license and authorization. That letter is available through Freedom of Information and it's been reported in the Press and the Press also has a copy of that letter through Freedom of Information. Anyone who wanted that could get that and it's still available to anyone who wants it."

MINUTES

BDC - Motorsports Development - cont'd

Ms. Trueheart: "I want it."

President: "Okay. Madam Comptroller."

Comptroller: "The Grand Prix was a new undertaking for the City
--"

Ms. Trueheart: "Excuse me. Have we concluded the protest?"

President: "Yes."

Ms. Trueheart: "Okay. What is the decision?"

President: "Madam Comptroller. We haven't reached a decision
yet. Madam Comptroller."

Ms. Trueheart: "Okay. Thank you."

Comptroller: "The Grand Prix was a new undertaking for the City
and many of the persons involved came with good intentions. The
inaugural event was not as successful as anticipated. But, I
appreciated the minority participation offering to the City by
BRD with promoter, Ken Banks. Given the past experience of this
event and looking forward, I am more intuned that this event be
successful for the City and the citizens not be burdened with
additional expenses. Therefore, I'm opposed to this item until I
receive definitive answers regarding the City's true financial
commitment and the items that I've aforementioned."

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BDC - Motorsports Development - cont'd

President: "I'll entertain a motion."

Solicitor: "I would move that the bid protest of Ms. Trueheart be denied. I think I understand that the protest filed by Mr. Jolivet has essentially been withdrawn as a protest. Do I correctly understand that, Mr. Jolivet? I mean we heard from you on the general subject, but I thought I understood you to withdraw the protest."

Mr. Jolivet: "I think that's a fair assessment."

Solicitor: "Okay. I would move that we approve the contract, as submitted, and enable the City to go forward with a new licensee permittee."

President: "All those in favor, say AYE."

Comptroller: "There has to be a second."

Solicitor: "A second? Oh, I'm sorry."

President: "Oh, I'm sorry. I'll entertain a motion."

Mayor: "That was done."

Solicitor: "Motion? I had just made a motion, Mr. President."

President: "Who was it seconded by?"

Mr. Alfred H. Foxx, Director of Public Works: "And I have seconded."

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BDC - Motorsports Development - cont'd

President: "All those in favor, say AYE. Those opposed NAY."

Comptroller: "NAY."

President: "Please note that I vote NO. The motion carries."

MMCA- Maryland Minority Contractors Association, Inc.

A Chapter of the American Minority Contractors and Businesses Association, Inc.-AMCBA

Baltimore, Maryland 21210

443-413-3011 Phone

410-323-0932 Fax

February 21, 2012

VIA Facsimile 410-685-4416

The Honorable President and Members

Baltimore City Board of Estimates

Attention: Clerk to the Board

City Hall-Room 204

Baltimore, MD 21202

Dear Mr. President:

I represent the Maryland Minority Contractors Association, Inc. ("MMCA"), its members, clients and constituents.

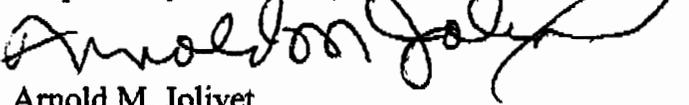
I am sending this letter to respectfully protest Your Honorable Board's approval of the City's proposed new agreement for continuing the Grand Prix racing endeavor.

My protest is based largely on the absence of a fair and due process oriented procedure which the City employed and adhered to in reaching a decision to embrace and support the new Grand Prix entity. We are clearly not opposed to the new Grand Prix entity and, quite frankly, we strongly commend this entity for stepping up to the plate to salvage the City's Grand Prix efforts. However, as, in almost every important aspect of City procurement, concession and business transactions, our city simply fails to employ fair and inclusive procedures that embrace and incorporate fundamentally competitive principles, wherein all interested and qualified entities can bid and compete on a fair and equal basis.

The City's financial support for this new Grand Prix endeavor clearly amounts to a City "concession." It is significant that this "concession" failed to comply with the relevant City charter provision, which governs the process for city-issued "concessions."

For the above stated reasons, I respectfully urge Your Honorable Board to reject the proposed new Grand prix agreement.

Respectfully Submitted,



Arnold M. Jolivet

Managing Director

Kim A. Trueheart

February 21, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street,
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City neighborhoods who are often victims of Baltimore Development Corporation (BDC) decisions which result in preferential outcomes for commercial developers to the detriment of average citizens like me. The public's opportunity to review the new business deal during this unusually short, one-week review period, failed to provide the public sufficient material facts and details as described below.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:
 - a. Page 29, Item #18 Department of Recreation & Parks if approved:
 - i. Lack of public disclosure of the results from the Mayor's After Action Assessment following the September 1-4, 2011 Baltimore Grand Prix;
 - ii. Lack of public disclosure of details surrounding the BDC decision and basis of facts to terminate the contract with Baltimore Racing Development (BRD);
 - iii. Failure of BDC to present the termination action, remedies and lessons learned to the Board of Estimates as outlined in the Board's Policy;
 - iv. Lack of public disclosure of the proposal submitted by Downforce Racing, LLC and/or other interested parties as referred to on page 29 of the Board's Agenda.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden could be exacerbated by undisclosed material facts and details specific to the termination of the BRD contract and the execution of the new Downforce Racing contract.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on February 22, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

5519 Belleville Ave
Baltimore, MD 21207

BOARD OF ESTIMATES 02/22/2012 29 Baltimore Development Corporation - Motorsports Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the motorsports development agreement with Downforce Racing, LLC. The period of the agreement is effective upon Board approval through November 01, 2016.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 05, 2010, the Board approved a Motorsports Development Agreement with Baltimore Racing Development (BRD) providing for a series of annual automobile races to be held on City streets over a five-year period, to be known as the "Baltimore Grand Prix." The inaugural Baltimore Grand Prix took place on September 1-4, 2011.

Following the completion of the inaugural Baltimore Grand Prix, BRD became financially insolvent and incapable of continued performance under the terms of the Motorsports Development Agreement. As a result, the City terminated the agreement in December of 2011.

Following termination of the BRD agreement, the City solicited and received proposals from interested parties to identify and enter into a new contract with a substitute entity who would produce the event in 2012. As a result of those efforts, the Baltimore Development Corporation is recommending that the City enter into a new Motorsports Development Agreement with Downforce Racing, LLC, a Delaware Limited Liability Company.

Under the terms of the agreement, the City will grant to Downforce Racing, LLC the right to conduct the IndyCar-sanctioned motorsports event on certain City streets. Downforce Racing, LLC will agree to privately finance and conduct the event for an initial term of five years, beginning in September 2012, and concluding in September 2016. The agreement contains an option for an additional five-year term.

Sincerely,

Kim Trueheart
Citizen

BOARD OF ESTIMATES 03/22/2012 BY Baltimore Development Corporation - Baltimore Development Agreement

ACTION REQUESTED BY:

The Board is requested to approve and authorize Baltimore Development Corporation to enter into a new Motorports Development Agreement with Downforce Racing, LLC. The period of the agreement is effective upon Board approval through November 01, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 22, 2010, the Board approved a Motorports Development Agreement with Baltimore Racing Development (BRD) providing for a series of annual automobile races to be held on City streets over a five-year period, to be known as the "Baltimore Grand Prix." The inaugural Baltimore Grand Prix took place on September 1-4, 2011.

Following the completion of the inaugural Baltimore Grand Prix, BRD became financially insolvent and incapable of continued performance under the terms of the Motorports Development Agreement. As a result, the City terminated the agreement in December of 2011.

Following termination of the BRD agreement, the City solicited and received proposals from interested parties to identify and enter into a new contract with a substitute entity who would produce the event in 2012. As a result of those efforts, the Baltimore Development Corporation is recommending that the City enter into a new Motorports Development Agreement with Downforce Racing, LLC, a Delaware limited liability company.

Under the terms of the agreement, the City will grant to Downforce Racing, LLC the right to conduct the IndyCar-sanctioned motorports event on certain City streets. Downforce Racing, LLC will agree to privately finance and conduct the event for an initial term of five years, beginning in September 2012, and concluding in September 2018. The agreement contains an option for an additional five-year term.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of task no. 24, to Rummel, Klepper & Kahl, LLP under Project 1074, On-Call Consultant Services, Reconstruction, Rehabilitation and/or Resurfacing.

AMOUNT OF MONEY AND SOURCE:

\$373,522.45 - 9950-909632-9527-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide design engineering services in connection with demolishing of two pedestrian bridges near the Inner Harbor; 1) Gay Street Bridge located over Pratt and, 2) Charles Street Bridge located over Pratt and Charles Streets. The services to be provided will include but are not limited to preparation of plans, contract specifications and cost estimates, attending meetings, and agency coordination.

MBE/WBE PARTICIPATION:

The consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$150,000.00 MVR	9950-908632-9528 Constr. Reserve Superblock-Related Streetscape	
132,371.75 MVR	9950-901509-9506 Constr. Program FY 2003 Bridge Inspection Program	
113,898.58 <u>MVR</u>	9950-901533-9506 Constr. Program FY 2005 Bridge Inspection Program	
\$396,270.33	-----	9950-909632-9527-3 Design & Study Inner Harbor Pedestrian Bridge Demolition

This transfer will fund the cost related to assignment of Task No. 24, On-Call Consultant Services, Project 1074, BD No. 08039, Inner Harbor Pedestrian Bridge Demolition to Rummel, Klepper & Kahl, LLP.

(FILE NO. 55370)

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of task no. 24, to Rummel, Klepper & Kahl, LLP under Project 1074, On-Call Consultant Services, Reconstruction, Rehabilitation and/or Resurfacing. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Health Department - Employee Expense ReportsACTION REQUESTED OF B/E:

The Board is requested to approve the various expense reports for following employees.

1.	JOYCE ARAWOU	\$560.10
	Account: 4000-422812-3080-294286-603002	\$149.94
	May 2011 - Mileage	
	4000-422812-3080-294286-603002	\$111.56
	July 2011 - Mileage	
	4000-422812-3080-297286-603003	\$ 2.00
	July 2011 - Mileage	
	4000-422812-3080-294286-503002	\$158.73
	August 2011 - Mileage	
	4000-422812-3080-294286-603003	\$ 3.00
	August 2011 - Mileage	
	4000-422812-3080-294286-603002	\$134.87
	September 2011 - Mileage	
2.	ELIZABETH GAMPER	\$135.42
	Account: 4000-422812-3080-294286-603002	
	August 2011 - Mileage	
3.	VIRGINIA WALKER	\$ 90.47
	Account: 1001-000000-3080-288700-603002	
	September 2011 - Mileage	

MINUTES

Health Department - cont'd

4.	GLORIA JULIUS	\$138.70
	Account: 4000-422812-3080-294286-603002	\$138.20
	August 2011 - Mileage	
	4000-422812-3080-294286-603003	\$.50
	August 2011 - Mileage	
5.	DENISE PAYNE	\$ 73.26
	Account: 4000-422812-3080-294286-603002	
	August 2011 - Mileage	
6.	LAWANDA DEZURN	\$104.90
	Account: 4000-422812-3080-294286-603002	
	August 2011 - Mileage	
7.	JOANN KELLY.	\$148.31
	Account: 4000-422812-3080-294286-603002	\$139.31
	August 2011 - Mileage	
	4000-422812-3080-294286-603003	\$ 9.00
	August 2011 - Mileage	

The expense report was submitted timely by the employee, but the supervisor failed to process the expense report within the prescribed time-period. The Department apologizes for the lateness.

8.	RODRIQUE SUMPTER	\$348.05
	Account: 4000-422312-3030-513200-603002	\$334.05
	June 2011 - Mileage	
	4000-422312-3080-513200-603003	\$ 14.00
	June 2011 - Mileage	

MINUTES

Health Department - cont'd

Mr. Sumpter's expense statement is late because he was waiting to be given the correct budget account number to use to be reimbursed. The delay resulted in his not being able to submit in a timely fashion. The Department apologizes for the lateness of this report.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the foregoing expense reports for the listed employees.

MINUTES

Health Department - Grant Awards and Agreements

The Board is requested to approve acceptance of the notice of grant awards and approve and authorize execution of the agreements.

1. **MARYLAND STATE DEPARTMENT OF EDUCATION, DIVISION OF SPECIAL EDUCATION/EARLY INTERVENTION** **\$276,339.00**

Account: 4000-498912-3080-294300-404001

The notice of grant award is for the Extended Individualized Family Service Plan Option Discretionary grant. The funds will be used to support early intervention for services provided in Baltimore City to three year-old children with disabilities and their families receiving services through an Individualized Family Service Plan. The grant is for the period December 1, 2011 through September 30, 2012.

2. **MARYLAND DEPARTMENT OF AGING STATE ALLOCATIONS FOR FY'12** **\$ 16,333.00**

Account: 4000-436412-3255-316200-404001

The grant will provide funding for the Senior Medicare Patrol program. The Department will also abide by the Older Americans Act, as amended, and all applicable Federal and State policies, rules and procedures. The grant is for the period July 1, 2011 through June 30, 2012.

3. **OPEN SOCIETY INSTITUTE** **\$ 85,000.00**

Account: 6000-620412-3100-295900-600000

The purpose of this grant award is for an electronic health record system in Baltimore City Public Schools' medical suites. The grant is for the period December 1, 2011 through November 30, 2012.

The notice of grant awards are late because the Department recently received notification of the grant awards from the grantors.

MINUTES

Health Department - cont'd

GRANT AGREEMENT

4. **STATE OF MARYLAND, COMMUNITY HEALTH RESOURCES COMMISSION** **\$ 58,428.00**

Account: 5000-530512-3030-271900-405001

This grant is for The Well Smiles 4ever Project and will provide funds to support dental care services for low-income children and youth in Baltimore City. The grant agreement is for the period January 1, 2012 through August 31, 2013.

AUDITS REVIEWED AND FOUND THAT THE SUBMITTED DOCUMENTATION CONFIRMED THE GRANT AWARDS.

AMENDMENT TO AGREEMENT

5. **ASSOCIATED BLACK CHARITIES, INC. (ABC)** **\$155,583.00**

Account: 4000-427711-3023-603051

On November 16, 2011, the Board approved the original agreement with the ABC for the period July 1, 2011 through February 29, 2012 in the amount of \$10,528,363.00. The ABC serves as the Administrative Fiscal Agent for the HIV Emergency Relief Project Grants. This amendment will increase the award to ABC by \$155,583.00 for a total award of \$10,683,946.00.

MINUTES

Health Department - cont'd

The agreement and amendment are late because they were recently completed.

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved acceptance of the foregoing notice of grant awards and approved and authorized execution of the grant agreement and the amendment to agreement. The Comptroller **ABSTAINED** on Item No. 5.

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

1. **BALTIMORE MEDICAL SYSTEM, INC.** **\$367,885.00**
(BMS)

Account: 6000-624912-3100-297100-603051

The BMS will work with the Department to provide School Health Services which consist of School Health Suite Coverage (SHSC) and School-Based Health Centers (SBHC).

The BMS will maintain approval from the Maryland Medical Assistance Program for designation of the School-Based Clinics at Collington Square Elementary/Middle School, Maritime Industries Academy High, and Friendship Academy of Science and Technology as SBHCs and provide the Department with documentation of such approval. The period of the agreement is August 24, 2011 through June 30, 2012.

The agreement is late because it was recently signed and returned to the Department.

2. **BALTIMORE MEDICAL SYSTEM, INC.** **\$ 56,736.00**
(BMS)

Account: 4000-498812-3080-284000-603051

The BMS will assist the Department with implementing the Nurse Family partnership (NFP) Home Visiting model. The BMS will provide the services of a full-time bi-lingual Nurse to work with three full-time Nurse from the Maternal & Infant Nursing Program. The BMS Nurse will conduct home visits and maintain a caseload of 25 Spanish-speaking clients according to the Nurse Family Partnership (NFP) model and complete all required Nurse Family Partnership trainings, including the Unit I web-based training, prior to attending the Unit II training in Denver, Colorado. The period of the agreement is January 1, 2012 through June 30, 2012.

MINUTES

Health Department - cont'd

3. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 60,000.00**

Account: 4000-424512-3023-274423-603051

The organization will provide non-medical case management for clients encountered through outreach services under the Ryan White Part B Program. The clients will be assessed for HIV status, residency, income, and insurance and will sign all Department forms. The organization will complete a bio-psychosocial assessment, develop an action plan outlining the goals and objectives for each client, make referrals, and conduct follow up on the referrals until they are resolved.

MWBOO GRANTED A WAIVER.

4. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 32,849.00**

Account: 4000-424512-3023-274409-603051

The organization will provide Outpatient Ambulatory Health Service under the Ryan White Part B Program. The organization will provide primary care services including a comprehensive physical examination, updated labs, sub-specialty care referrals, and follow up in a timely manner for HIV positive clients. Park West Health Systems, Inc. will ensure that 80 clients receive ambulatory outpatient health services in an efficient and effective manner based on the minimum standards of care.

5. **THE PEOPLE'S COMMUNITY HEALTH CENTER, INC. (PCHC)** **\$ 47,150.00**

Account: 4000-424512-3023-274405-603051

The PCHC will provide full comprehensive primary medical care services by an Infectious Disease Specialist, with referrals for other Specialty Care. Based on CD4 counts and viral loads and genotype results, treatment will be initiated for HIV infection and for any opportunistic infections. The PCHC's overall goal is to provide effective primary medical care and support services to HIV+ infected patients.

MINUTES

Health Department - cont'd

6. **LIGHT HEALTH AND WELLNESS** **\$ 61,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 4000-424512-3023-274406-603051

The organization will provide non-medical case management (Client/Advocacy) services to 45 low-income individuals who are infected with HIV/AIDS. The services will consist of advising and assisting People Living With HIV/AIDS in obtaining medical, social community, legal financial, and other needed support services. The Client Advocacy will also make sure that the client has access to special HIV resources not offered by other service providers.

MWBOO GRANTED A WAIVER.

7. **TOTAL HEALTH CARE, INC.** **\$100,000.00**

Account: 4000-424512-3023-274410-603051

The organization will provide site-based outreach, HIV counseling and testing, linkage to pharmacy assistance programs, primary medical care and support services, specialized case management services, HIV education and prevention, and psycho-educational group therapy.

MWBOO GRANTED A WAIVER.

The agreements are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

MINUTES

Health Department - cont'd

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 71,670.00**
(JHU)

Account: 4000-425612-3023-274404-603051

The JHU will provide Outpatient Ambulatory Health Services for the Ryan White Part D. The organization will provide comprehensive services to HIV infected women during pregnancy to minimize the risk of mother to child transmission of HIV to the infant, while maintaining the optimal health of the mother and antiretroviral treatment during pregnancy. The program addresses co-morbid medical and the psychosocial needs of the women addressing barriers to care that could impact the health of the mother and her baby during pregnancy.

The agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) program-matically manages all Ryan White Part D services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

MWBOO GRANTED A WAIVER.

9. **THE JOHNS HOPKINS UNIVERSITY** **\$ 96,583.00**
(JHU)

Account: 4000-427711-3023-606121-603051

The JHU will provide Outreach Services for the Ryan White Part A Program. The organization will identify and link to care, HIV-positive residents of the Baltimore Eligible Metropolitan Area (EMA) who have HIV, but are not in care. The JHU will also test people engaged in high-risk activities who do not know their HIV status.

MINUTES

Health Department - cont'd

10. **THE JOHNS HOPKINS UNIVERSITY** **\$577,118.00**
(JHU)

Account: 4000-427711-3023-606110-603051

The JHU will provide Outreach Ambulatory Health Services for the Ryan White Part A Program. The organization will provide high-quality, easily accessible outpatient medical treatment within the Sexually Transmitted Disease (STD) clinic infrastructure, with the objective of enrolling 165 new patients in the Early Intervention Initiative Program. The JHU will perform baseline assessments, provide continuity primary care to 420 continuing patients, provide same-day walk-in acute STD testing and episodic HIV care for 175 HIV patients who receive on-going HIV care at other locations, and 85 continuity patients will receive sub-specialty consultation.

In addition, the organization will provide secondary prevention (risk reduction) counseling to all patients and provide linguistically and culturally appropriate services to Spanish-dominant patients presenting for HIV care. The period of the agreement is March 1, 2011 through February 29, 2012.

The agreements are late because the awards were made late in the Fiscal Year. The Health Resources and Services Administration programmatically manages all Ryan White Part A services. Providers are selected through the Request for Proposal process. The Department prepares the agreements after receipt of an approved budget and scope of services and processes payments following approval.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

11. **THE JOHNS HOPKINS UNIVERSITY** **\$ 80,733.00**
(JHU)

Account: 5000-522312-3030-272500-603051

The JHU will provide the services of a Infertility Prevention Project (IPP) Coordinator serving as the Maryland State contact with the Regional III Infertility Prevention Project in Philadelphia. This individual will consult with local health and private providers, provide support to Adolescent STD programs, schedule training sessions, attend medical consultant events and annual meetings, and assist with data analysis and reporting.

The agreement is late because funds were received late in the grant year and there was a delay in the receipt of the budget and scope of services.

MWBOO GRANTED A WAIVER.

12. **KOINONIA BAPTIST CHURCH, INC.** **\$ 5,000.00**

Account: 5000-523012-3041-605800-603051

Koinonia Baptist Church, Inc. will work with the Health Department to conduct a faith-based, educational initiative for African-American residents. The educational initiative will be on tobacco use prevention and cessation, tobacco as a risk factor for chronic illness, smoke free homes, and also provide leadership training.

The agreement is late because it was just finalized.

MINUTES

Health Department - cont'd

13. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC.** **\$590,000.00**
 (BSAS)

Account: 5000-531112-3070-518500-603051

The BSAS will administer treatment services to certain offenders in the criminal justice system referred by the Division of Parole and Probation, the Maryland Department of Public Safety and Correctional Services (DPSCS).

The agreement is late because the memorandum of understanding (MOU) with the DPSCS was not finalized until December 2011. On December 14, 2011, the MOU was approved by the Board and it authorized funding for the agreement with BSAS.

MWBOO GRANTED A WAIVER.

14. **NURSE-FAMILY PARTNERSHIP (NFP)** **\$ 36,220.00**

Account: 4000-498812-3080-284000-603051

The NFP will provide training programs, consultation and technical assistance by nurse consultants and IT professionals. Under this agreement, the NFP will also provide the Department rights to use program materials and software for the Maternal and Infant Care Program. The NFP will also provide home visiting staff to serve low-income first-time mothers. The period of the agreement is effective upon Board approval through June 30, 2012.

The agreement is late because it was just completed.

MINUTES

Health Department - cont'd

15. **FAMILY LEAGUE OF BALTIMORE CITY, INC.** **\$100,000.00**
(FLBC)

Account: 6000-625212-3080-289400-603051 \$ 50,000.00
 MiEspacio

6000-627812-3080-294400-603051 \$ 50,000.00
 Carrera Young Executives

The FLBC will provide funds to support the Mi Espacio and the Carrera Young Executives After School Programs. The program staff will actively engage participants, school personnel and parents to ensure that school absenteeism is minimal and participants are successful in core subjects such as math and English and have the resources they need to succeed in school. The period of the agreement is July 1, 2011 through June 30, 2012.

This item is late because it was prepared by the FLBC and was just completed.

(FILE NO. 55358)

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The President **ABSTAINED** on Item Nos. 8-11 and Item No. 13.

MINUTESBureau of Water and Wastewater - Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Gannett Fleming, Inc., for Project SC 919, Wastewater Engineering Services for the Improvement of Outfall Sewershed. The period of the agreement is effective upon Board approval for five years, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,084,746.44 - Baltimore City Wastewater Revenue Bonds
931,327.26 - Baltimore County
\$2,016,073.70 - 9956-908614-9551-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide engineering services necessary to evaluate, prepare a design memorandum, develop contract documents including plans and specifications and post award services for the project. The improvements include rehabilitation/replacement of approximately 97,697 feet of sanitary sewers (8" to 24") and 160 manholes; heavy cleaning and inspection of 7,273 feet of sewers, cleaning of 28,000 feet of outfall sewers; 62 point repairs; reinspection of 92,108 feet of sewers and 1,705 manholes; 0.065 million gallon storage tank; and update the program level database and GIS update. The Consultant will also provide certain engineering services during construction, review submittals, RFI and change order, provide technical consultation, attend progress meetings, prepare as-built drawings, review CCTV inspection, and perform conditional and final inspections. The Consultant was approved by the Architectural and Engineering Awards Commission.

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

MBE:	EBA Engineering, Inc.	\$ 184,887.68	9.17%
	RJM Engineering, Inc.	70,231.05	3.48%
	Savin Engineers, P.C.	25,823.04	1.28%
	Findling, Inc.	68,599.18	3.40%
	Navarro & Wright Consulting Engineers, Inc.	169,904.85	8.43%
	Reviera Enterprises, Inc. (REI/DRAYCO)	25,623.04	1.27%
		\$ 545,068.84	27.03%
WBE:	Phoenix Engineering, Inc.	\$ 103,258.03	5.12%
	Ruxton Design Corporation	40,913.20	2.03%
	Sahara Communications, Inc.	38,083.75	1.89%
		\$ 182,254.98	9.04%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,210,610.25	9956-909612-9549	
WW Revenue	Constr. Reserve	
Bonds	Sewer System	
	Rehab-Main	
	Outfall	
1,039,389.75	" "	
Baltimore		
County		
\$2,250,000.00		

MINUTES

BW&WW - cont'd

\$2,016,119.73	-----	9956-908614-9551-3
		Engineering
233,880.27	-----	9956-908614-9551-9
\$2,250,000.00		Administration

The funds are required to cover the cost of SC 919, Wastewater Engineering Services for the Improvement of Outfall Sewershed.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a consultant agreement with Gannett Fleming, Inc., for Project SC 919, Wastewater Engineering Services for the Improvement of Outfall Sewershed. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an agreement with Ross Technical Services, Inc. The period of the agreement was October 31, 2011 through December 21, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 5,589.50 - 2070-000000-5501-630004-603020
5,644.50 - 2070-000000-5501-396804-603020
5,649.00 - 2070-000000-5501-397204-603020
\$16,883.00

BACKGROUND/EXPLANATION:

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Waste Water Treatment plants of Baltimore City be provided with 144 hours of classroom instruction per year for each of the three years that they are employed to successfully complete the Waste Water Treatment Technician Apprenticeship Program.

Ross Technical Services, Inc. has an extensive background in Waste Water Treatment training and has provided a custom curriculum that enables apprentices to be exposed to the technical requirements of the program as it relates to the actual work environment of a Water and Waste Water Treatment Plant.

This request is for the third year instruction for the class of trainees hired as Waste Water Treatment apprentices. The training was conducted on-site using existing equipment and materials.

MINUTES

BW&WW - cont'd

The agreement was not submitted prior to the training because of numerous personnel changes within the Department of Public Works.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the agreement with Ross Technical Services, Inc. The President

ABSTAINED.

MINUTES

Bureau of Water and Wastewater - Single Bond for Drain
Layers #017021774

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Single Bond for Drain Layers #017021774 for the firm, Trenton Contracting Co., Inc. The period of the bond will continue until either the firm or the surety gives notice of its termination.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 Bond

BACKGROUND/EXPLANATION:

The firm, Trenton Contracting Co., Inc. from time to time obtains permits from the City to excavate in streets, alleys, lanes, footways, thoroughfares, highways, and City of Baltimore rights-of-way for which they are obligated to give bonds. The firm desires to provide one bond to cover all permits that may be issued instead of being obligated to give a separate bond or money in each case.

(FILE NO. 57082)

UPON MOTION duly made and seconded, the Board approved the acceptance of the Single Bond for Drain Layers #017021774 for the firm, Trenton Contracting Co., Inc. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater - Employee Expense ReportACTION REQUESTED OF B/E:

The Board is requested to approve the various expense reports for following employees.

- | | | |
|----|---|----------------|
| 1. | BRUCE R. ALLEN | \$75.00 |
| | Account: 2071-000000-5521-632440-603019
July 2011 - Environmental Operation
Distribution License Renewal | |
| 2. | MARIO O. FUENTES | \$75.00 |
| | Account: 2071-000000-5521-632401-603019
August 2011 - Environmental Superintendent
Distribution License Renewal | |
| 3. | DANYEL CROMARTIE | \$75.00 |
| | Account: 2071-000000-5521-632440-603019
September 2011 - Environmental Operation
Distribution License Renewal | |

The employees are entitled to reimbursement for the license renewals based on the provision in the AFSME Council 67 and Local 44, Contract Article 18E, 19D which states, "The Department of Public Works will reimburse employees for permanent certification once every three years by paying the applicable certificate fee for Water and Wastewater operators. Employees holding temporary or limited certifications will not be reimbursed."

- | | | |
|----|---|-----------------|
| 4. | ANNETTE V. BOLLING | \$157.47 |
| | Account: 2071-000000-5521-632640-603003
October 2011 - Parking/Tolls | \$ 10.95 |
| | 2017-000000-5521-632640-603002
October 2011 - Mileage | \$146.52 |

MINUTES

Bureau of Water and Wastewater - cont'd

The employee incurred the mileage and parking fees while conducting business for the Department of Public Works, as Loaned Executive to the 2011 Combined Charities Campaign. Based on a provision in the CUB Contract Article 35, "All Personnel required to travel for the Employer, will be reimbursed for mileage, parking and other fees that may be associated."

The Employee Expense Reports are late because the employees failed to submit them timely to the supervisor for review.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the foregoing expense reports for the listed employees. The President **ABSTAINED** on Item Nos. 1-4.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
1. Donald Salamone	All American Amateur Baseball Association Annual Meeting Ft. Lauderdale, FL Mar. 01 - 04, 2012	Special Funds	\$1,305.58

The Department has paid the air fare in the amount of \$348.00 using a City issued credit card assigned to Mr. Kenn L. King. The disbursement to Mr. Salamone will be in the amount of \$957.58.

In addition, the Department is requesting \$251.98 for the cost of a rental vehicle. The rental vehicle is required for Mr. Salamone to visit site/locations to meet with other heads of franchises to view the different baseball fields and facilities. Some of the locations have been determined, however, other sites will be given to the attendee while at the annual meeting. All information will be used to enhance the baseball programs offered by the City.

AM-240-8

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip.

MINUTES

TRAVEL REIMBURSEMENTDept. of Public Works

2.	Eduardo M. Mueva	2011 CSAWWA/CWEA/ WWOA Tri-Assoc. Conf. Ocean City, MD Aug. 30 - Sept. 2, 2011 (Reg. Fee \$250.00)	MVR	\$ 159.62
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On August 10, 2011, the Board approved the original travel request in the amount of \$3,808.00 for four attendees. The travel did not include mileage for Mr. Mueva. Mr. Mueva received \$952.00 to cover his subsistence and registration (\$702.00 and \$250.00 respectively). Mr. Mueva incurred roundtrip mileage in the amount of \$159.62.

The Board, UPON MOTION duly made and seconded, approved the travel request and travel reimbursement.

MINUTES

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of 1050 N. Milton Avenue by gift from Mr. Jacob Mayhew, SUBJECT to all municipal liens other than current water bills.

AMOUNT OF MONEY AND SOURCE:

Mr. Mayhew agrees to pay for all title work and all associated settlement costs not to exceed \$600.00.

BACKGROUND/EXPLANATION:

Mr. Mayhew has offered to donate the property located at 1050 N. Milton Avenue as a gift to the City. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The municipal liens total \$4,384.12.

Real Property	\$ 357.00
Interest/Penalties	\$ 187.65
Other	\$ 74.16
Misc.	\$1,746.10
Metered Water	\$ 519.21
Environmental Fine	<u>\$1,500.00</u>
	\$4,384.12

The municipal liens will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of 1050 N. Milton Avenue by gift from Mr. Jacob Mayhew, SUBJECT to all municipal liens other than current water bills.

MINUTES

Department of Housing and - Agreements
Community Development

The Board is requested to approve and authorize execution of the following agreements:

1. **SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION, INC. (SECO)** **\$111,424.00**

Accounts:	2089-208912-5930-437681-603051	\$ 7,056.00
	2089-208912-5930-437683-603051	\$ 14,944.00
	2089-208912-5930-437691-603051	\$ 89,424.00

SECO will implement its Healthy Communities Strategy which includes the provision of housing counseling services, increased marketing of new purchase rehabilitation products and neighborhood outreach and community building activities. The agreement is for the period August 1, 2011 through July 31, 2012.

FOR THE FY 2012, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$20,100.00, AS FOLLOWS:

MBE: \$2,010.00
WBE: \$1,005.00

2. **COMMUNITY HOUSING ASSOCIATES, INC.** **\$ 68,229.00**

Account: 2089-208912-5930-532361-603051

The organization will acquire, rehabilitate, and develop properties to create rental housing opportunities for low and moderate-income non-elderly disabled and homeless persons. The funds will be used to subsidize the agency's operating costs for one year. The agreement is for the period September 1, 2011 through August 31, 2012.

MWBOO GRANTED A WAIVER.

MINUTES

DHCD - cont'd

On June 22, 2011, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2011 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Emergency Shelter Grant Entitlement (ESG)
4. Housing Opportunity for People with AIDS (HOPWA)

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2011 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements.

MINUTES

Department of Housing and - Side Yard Land Disposition
Community Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a side yard land disposition agreement with Mr. Andrew P. Dize, purchaser, for the purchase of 1507 Elmtree Street, Block 7201, Lot 016.

AMOUNT OF MONEY AND SOURCE:

\$1,653.68 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit was not paid by the purchaser, the entire balance will be paid prior to settlement by Cashiers or Certified Check.

The purchaser will be using private funds to pay for the acquisition and maintenance of the property.

The City strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 1507 Elmtree Street (Block 7201, Lot 016) to the adjacent owner-occupied property. As a condition of conveyance, Mr. Dize has agreed to the terms of the Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

MINUTES

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

The property is being sold for \$1,653.68. The rationale for the conveyance is the sale will serve a specific benefit to the immediate community and eliminate blight. Mr. Dize intends to clear the land, green a portion, and install lights around the property to prevent crime that has been occurring on the lot.

(FILE NO. 57035)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the side yard land disposition agreement with Mr. Andrew P. Dize, purchaser, for the purchase of 1507 Elmtree Street, Block 7201, Lot 016.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Adopt A Block, Inc., developer, for the property located at 417 Pitman Place.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit in the amount of \$250.00 has been paid by the developer. The balance will be paid at the time of settlement.

The City will convey all of its rights, title, and interest in 417 Pitman Place to the developer. The developer will purchase the vacant row house known as 417 Pitman Place from the City for rehabilitation as a single family home. The property is located within and will be redeveloped in accordance with the Greenmount West Urban Renewal Plan.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The DHCD has determined the fair market value of the property using available real estate data. The vacant building was valued at \$3,500.00. The sale price of this vacant building is \$2,500.00. The sale of this vacant property at a price below the price determined by the waiver valuation process will eliminate blight, create jobs during reconstruction, and the property will be reoccupied and returned to the tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

Adopt A Block, Inc. will purchase the property at a price that is less than \$20,000.00 and will receive no City funds or incentives for the purchase or rehabilitation, therefore MBE/WBE is not applicable.

(FILE NO. 56295)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Adopt A Block, Inc., developer, for the property located at 417 Pitman Place.

MINUTES

Department of Housing and - Local Government Resolutions
Community Development

The Board is requested to approve and authorize execution of the various local government resolutions.

The below-listed organizations are applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). A local government resolution of support is required by the State for all applications to the programs for funding.

1. **CREATIVE ALLIANCE** **\$ 50,000.00**
(CITCP)

The Creative Alliance located at 3134 Eastern Avenue, Baltimore, 21214, proposes the Youth Arts Education Program Project. The project will provide free arts education to children and youth in Southeast and East Baltimore neighborhoods. Trained artists will teach youth new skills and vocabulary allowing kids to learn through other modalities than those that are encouraged in the regular school curriculum. The targeted communities are home to culturally diverse families of low to moderate-income African American, Native American, refugees from Africa, Iraq, Bhutan, Eastern Europe and Southern and Eastern European immigrants. In addition, there is a large and growing population of new immigrants from Latin and South America.

The Creative Alliance builds communities by bringing together artists and audiences from diverse backgrounds to experience spectacular arts programs and engage in the creative process. Support is also provided to area artists and Baltimore is promoted as a center for creative production.

2. **PROJECT PLASE, INC.** **\$ 50,000.00**
(CITCP)

Project PLASE, Inc., located at 1814 Maryland Avenue, Baltimore, 21201, proposes the Transitional Housing Program and Permanent Housing Program Project. Both programs will be conducted at 3601 Old Frederick Road, Baltimore, 21229.

MINUTES

DHCD - cont'd

The Transitional Housing Program will provide adult men and women with a safe place to achieve stability and address the underlying problems contributing to homelessness before moving on to permanent housing. The focus is to serve homeless citizens who have special needs, such as HIV/AIDS, mental health issues, psychiatric needs, chemical dependencies, developmental disabilities, and ex-offenders, etc. The program will provide temporary housing for three months to two years with 24-hour supported supervision, case management and counseling in order to help each individual function at the highest level possible. The facility has the capacity to house 65 persons at a time and assist 250 persons over the course of a year.

The Permanent Housing Program offers both personal independence and continued support from dedicated counselors to assist clients to remain in permanent housing. Services will include case management, daily living skills and mental health support.

The mission of Project PLASE, Inc. is to provide transitional housing and permanent housing and supportive services to Baltimore's homeless citizens with a focus on the most vulnerable.

3. **PAUL'S PLACE, INC.** **\$ 5,000.00**
(CITCP)

Paul's Place, Inc. located at 1118 Ward Street, Baltimore, 21230, proposes the Strengthening Lives/Transforming Community Project. The project will develop a comprehensive case management program to provide an organized, structured process for clients as they move through crisis and transitional support toward greater individual and familial self-sufficiency. The number of clients will increase from zero to 350 within three years. As a result, housing stability will increase with transformative repair/renovation projects.

MINUTES

DHCD - cont'd

Paul's Place, Inc. began serving soup and sandwiches two days a week at St. Paul the Apostle Church on Washington Boulevard in 1982. To meet the increasing neighborhood needs, the Center on Ward Street opened in 1996 and expanded in 1999 and 2006. Paul's Place, Inc. is an anchor organization in Southwest Baltimore and offers leadership for change in partnership with community organizations and community groups, as well as 20 direct human service programs for low-income individuals and families.

The mission of Paul's Place, Inc. is to be a catalyst and leader for change, building community coalitions to improve the quality of life for individuals and families in Southwest Baltimore.

4. **MARYLAND CAPITAL ENTERPRISES, INC. \$ 25,000.00**
(CITCP)

Maryland Capital Enterprises, Inc., located at 1800 N. Charles Street, Suite 810, Baltimore, 21201, proposes the Baltimore Micro-Business Loan Project. The project will enhance efforts to provide micro-loans to small businesses in Baltimore City. Loans are provided in cooperation with the Central Baltimore Small Business Development Center at Baltimore University, Central Baltimore Partnership, WEB, Historic Federal Hill Main Street, Baltimore Development Corporation and other local partners. Funds will be raised to support a counselor/loan officer at one of the local partners.

Maryland Capital Enterprises, Inc., is a private, non-profit microenterprise development organization serving the Eastern Shore of Maryland with comprehensive business development since 1998. Last year, the microlending activity was expanded to Baltimore City due to numerous requests from businesses in the City needing the services that are offered by Maryland Capital Enterprise, Inc. and the lack of a Small Business Administration (SBA) providing microloan intermediary service in the City. The SBA has awarded \$375,000.00 as seed money to establish the revolving loan fund to serve the area.

MINUTES

DHCD - cont'd

The mission of Maryland Capital Enterprises, Inc., is to help economically disadvantaged residents of Maryland become self-sufficient through entrepreneurship by aiding in the creation and expansion of micro-businesses.

5. **FUEL FUND OF MARYLAND, INC.** **\$ 5,000.00**
(CITCP)

Fuel Fund of Maryland, Inc., located at 305 W. Chesapeake Avenue, Towson, 21204, proposes the Watt Watchers Projects. The project is an energy conservation and financial education initiative of the Fuel Fund of Maryland, Inc., to help low-income consumers save money on their fuel and utility bills, conserve energy and stay safe regardless of the weather and temperatures of the season. The program is free to Baltimore City residents.

The Fuel Fund of Maryland, Inc., serves vulnerable Marylanders in Baltimore City, Anne Arundel, Baltimore, Carroll, Harford, Howard, Prince Georges, Montgomery and the Southern Tri-counties. The Fuel Fund of Maryland, Inc. has helped as many as 18,000 individuals in a single year.

The mission of the Fuel Fund of Maryland, Inc. is to provide resources to vulnerable Maryland families for heat and home utility needs.

6. **BIG BROTHERS BIG SISTERS OF CENTRAL MARYLAND AND THE MARYLAND MENTORING RESOURCE CENTER, INC.** **\$50,000.00**
(CITCP)

Big Brothers Big Sisters of Central Maryland and the Maryland Mentoring Resource Center, Inc., located at 3600 Clipper Mill Road, Suite 250, Baltimore 21211 proposes the Baltimore City One-to-One Mentoring Project. The project will provide one of the most basic human needs to underserved children and youth, a wise and trusted adult guide, friend and mentor. The objective is for youth and children to improve academically, socially and emotionally because they have trained and professionally supported adult mentors. The mentors will be volunteers who have undergone screening, background investigations and training

MINUTES

DHCD - cont'd

before being paired in mentoring relationships. Professional staff will supervise and support the mentoring relationships on both an individual match level and program level to ensure that the children and volunteers have the maximum level of emotional and academic support.

In July 2010, Big Brothers Big Sisters of Central Maryland and the Maryland Mentoring Resource Center Inc. became one organization. The mission of the Big Brothers Big Sisters of Central Maryland and the Maryland Mentoring Resource Center Inc., is to help children and youth reach their fullest potential through professionally supported mentoring relationships and a broad range of services with quality standards and measurable impact.

7. **SECOND CHANCE, INC.** **\$30,000.00**
(CITCP)

Second Chance, Inc. located at 1700 Ridgely Street, Baltimore 21230, proposes the Green Workforce Development Project. Working in conjunction with Baltimore's Mayor's Office of Employment Development, Second Chance, Inc. will conduct ongoing workforce development classes with the City of Baltimore. The focus of this program will be teaching basic employee and trade environmentally conscious construction skills while providing for the architectural salvage of historically and/or important architectural elements that represent the heritage of the City and its surrounding neighborhoods.

Second Chance, Inc. was founded in 2001 to develop solutions to sustainable employment and environmental issues. In 2003, a training and employment program was implemented to address the pressing needs of Baltimore City residents, who are facing multiple challenges to employment, good wages and progressive skills. The organization works with local and regional architects, builders, developers and property owners to identify residential and commercial buildings entering the demolition phase and remove all reusable elements through

MINUTES

DHCD - cont'd

deconstruction, waste diversion and resale to consumers. Successful trainees are guaranteed a job with the organization and can also transition into other green-collar jobs. The mission of Second Chance, Inc. is to retrain and create employment for displaced and unemployed workers in deconstruction methods, reclaim building material to reduce demolition debris overloading landfills and renew materials to preserve the region's rich architectural heritage.

8. **VEHICLES FOR CHANGE, INC** **\$50,000.00**
(CITCP)

Vehicles for Change, Inc, located at 5230 Washington Boulevard, Baltimore 21227, proposes the "Increase Capacity Project." The project will hire a full-time Marketing Director and purchase a new integrated accounting software package. The Marketing Director will manage overall donor relations, create and manage a monthly electronic newsletter, write and regularly update the organizations blog, manage the organizations social networking campaigns, and update/maintain the organizations website (including regularly gathering information and writing stories based on that information to be placed on the website) and other marketing functions as identified.

Recently, the database system was switched to "Sales Force". A new accounting package will be purchased that will integrate with the new database. This will not only provide a much more efficient and effective financial instrument but will, through its ability to integrate with the database, provide data in a way that will allow more informed and timely business decisions to be made.

The mission of Vehicles for Change Inc. is to achieve financial and personal independence for low-income families through owning a vehicle and addressing their need for transportation. By addressing this need, low-income families can gain access to better jobs and salaries by having a car to get to less accessible places of employment.

MINUTES

DHCD - cont'd

9. **MARYLAND FOOD BANK, INC** **\$50,000.00**
(CITCP)

Maryland Food Bank, Inc., located at 2200 Halethorpe Farms Road, Baltimore 21227, proposes the "Building Capacity to End Hunger in Baltimore City Project." The project will renovate and expand its central facility to include offices, meeting spaces, and infrastructure. These changes will provide room for growth and allow an increase in both food distribution and the programs that are providing for those in need.

The Maryland Food Bank, Inc. provides food to more than 200 soup kitchens, pantries, and shelters in Baltimore City. It also operates outreach programs to ensure that food reaches at-risk populations, such as children and seniors. In Fiscal Year 2011, more than 6.7 million pounds of food in Baltimore City were distributed.

10. **THE MARYLAND STATE BOYCHOIR, INC.** **\$50,000.00**
(CITCP)

The Maryland State Boychoir, Inc., located at 3400 Norman Avenue, proposes the Maryland State Boychoir Scholarship Fund Project. The project is to provide support for 20, \$2,500.00 scholarships for qualifying choristers to defray costs for camp, tours, luggage, attire, and music education. The Maryland State Boychoir, Inc. has been in existence for 25 years and represents the State performing in a wide range of events and activities.

11. **COMPREHENSIVE HOUSING ASSISTANCE, INC. (CHAI)** **\$50,000.00**
(CITCP)

The CHAI proposes the Senior Home Repair and Modification Program Project serving Glen, Cheswolde, Cross Country, Mt. Washington, and Fallstaff neighborhoods in Northwest Baltimore City. Hundreds of low-income senior and people with disabilities in northwest Baltimore City need financial assistance and community support to safely and

MINUTES

DHCD - cont'd

affordably remain in their own homes and to reduce their isolation. CHAI's Project addresses these needs by providing low cost home repairs, modifications, referrals to social and social service programs, assistance with accessing additional public benefits and opportunities for seniors to become engaged in supporting each other's successful aging in place. CHAI also mobilizes community members, local businesses, and other seniors to combat isolation and to respond to other needs of low-income seniors and people with disabilities.

12. **HISTORIC SHIPS IN BALTIMORE, INC.** **\$47,500.00**
(CITCP)

Historic Ships in Baltimore, Inc., located at Pier 1, 301 E. Pratt Street, proposes the Preserve YOUR Historic Ships Project at Piers 1, 3, and 5 in Baltimore City's Inner Harbor. The Project will be used for the USS Constellation, USS Torsk, USCGC Taney, the Lightship Chesapeake, and the Seven Foot Knoll Lighthouse. Each of these significant artifacts requires a tremendous amount of support to preserve and maintain them for the visiting public and school children. Donations, leveraged by these funds, will help to generate increased support for preserving the vessels so that visitors and school children can continue to have a positive learning experience.

13. **BALTIMORE FESTIVAL OF THE** **\$50,000.00**
ARTS, INC. (CITCP)

Baltimore Festival of the Arts, Inc., located at 7 E. Redwood Street, Suite 500, proposes the Artscape, America's Largest Free Arts Festival Project. The project is for the annual Artscape festival, which is in its 31st year and takes place on the third weekend of July. Festival attendance is estimated at more than 350,000, including more than 163,800 tourists that come from outside of the Baltimore Metropolitan Area just to experience Artscape. Artscape has an estimated economic impact on the City of \$26,900,000.00.

MINUTES

DHCD - cont'd

Friends of West Baltimore Squares is modeled after successful friends groups in Patterson Park and Druid Hill Park. The Friends of West Baltimore Squares is a program to form a critical mass of residents and others to organize programs and neighborhood improvements in and around five historic squares in West Baltimore (Franklin Square, Harlem Park, Lafayette Square, Perkins Square, and Union Square). Baltimore Heritage formed the group in the Spring of 2011 in partnership with the Parks and People Foundation. There are community leaders from all of the five squares actively involved and the group has organized walking tours, plant give-aways, and an archeology dig. Events planned for 2012 include additional neighborhood tours, a concert in one of the parks, and outreach regarding existing and planned community gardens. The list of active participants has grown to over 300 since inception.

Of the nearly 250 neighborhoods in Baltimore, the historic African American neighborhoods in West Baltimore are perhaps the least well documented. The Historic Research and Designation, with support from the National Trust for Historic Preservation and the Maryland State Highway Administration, will compile the histories of signature buildings and public spaces in this target area. The work will include filing Maryland Inventory of Historic Places forms, filing nominations to the National Register of Historic Places, so that homeowners and commercial building owners can access historic tax credit incentives for rehabilitation work. In addition, the historic information that has been gathered will be used to to produce online and print pieces to promote the historic assets of the communities.

MINUTES

DHCD - cont'd

16. **SOUTH BALTIMORE LEARNING CORPORATION** **\$ 20,000.00**
(CITCP)

The South Baltimore Learning Corporation located at 28 E. Ostend Street, Baltimore, 21230, proposes the South Baltimore Learning Center Adult Literacy Program Project. The project will help to pay for two full-time programmatic positions that were added as part of the Center's strategic plan and managed growth. The two positions that have become critical to the organization are the Director of Technology and Instructional Support and the Career/Employability Counselor.

The South Baltimore Learning Center now has 55 classrooms and administrative computers (with plans to add six more with the EDP expansion), a computer lab, multiple software packages/applications for instruction, database tracking and administrative purposes, and a very complicated Federal E-rate initiative, which allows for up to 90% free Internet Access. In addition, for the past eight years, a Community Technology Center has been operating, which is open to the public and learners alike and offers up to 10 computer classes a year. The Director of Technology and Instructional Support oversees the CTC, teaches the computer classes, and plays a critical role in ensuring the integration of technology in the classroom.

The Career and Employability Counselor (CEC) has become integral to the success of the learners, many of whom are underemployed/unemployed. The focus of this position is to teach concepts of career planning, employability and life skills development through instruction, counseling and advising for learners. The CEC also works on developing more formal linkages with employers, agencies, and colleges in the Greater Baltimore area in order to provide learners and alumni with employment and job training development

MINUTES

DHCD - cont'd

options. Additionally, the CEC has begun to focus on the alumni by working with graduates in planning for college, job training and future employment. The CEC is helping to institute a formal system to track long-term data of all alumni, create and advise an alumni group that can serve as ambassadors for the organization, and manage the Alumni Scholarship program.

South Baltimore Learning Center is now in its 20th year, and what began as a neighborhood based initiative providing tutoring to adults with a \$60,000 budget now serves over 1,000 adults each year offering a variety of services with a budget over \$1 million. It has become the leader and top performing community based organization in providing adult literacy, GED/EDP preparation and career services in Baltimore City. It can take a learner from low literacy to a diploma, to employment, a job training program, and/or higher education. The necessary staffing and infrastructure to grow its service capacity, support the learners in meeting their goals, and produce consistently good organizational outcomes has been put into place.

The mission of the South Baltimore Learning Center is to improve the self-sufficiency of educationally disadvantaged adults, and provide functional literacy and life skills training, in addition to career preparation services, to residents in the Baltimore Area.

UPON MOTION duly made and seconded, the Board approved and adopted the foregoing local government resolutions. The Mayor

ABSTAINED on Item No. 15.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agency
hereinafter named, the Board,
UPON MOTION duly made and seconded,
awarded the formally advertised contract
listed on the following page:

739

to the low bidders meeting the specifications,
and rejected the bid as indicated
for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

1. B50002267, Parts and	<u>First Call</u>	
Maintenance & Repair	Correlli, Incorporated	\$600,000.00
Services for Caterpillar		
Construction Equipments	<u>Second Call</u>	
	Alban Tractor Co., Inc.	<u>100,000.00</u>
		\$700,000.00

MWBOO GRANTED A WAIVER.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

741 - 757

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED** on Item Nos. 7, 8, and 29.

The President **ABSTAINED** on Item Nos. 15 and 26.

Item No. 18 was deferred for one week.

MINUTES

PERSONNELDepartment of Human Resources (DHR)

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u>		
1. MICHAEL F. BAPTIST	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Baptist, retiree, will continue to work as a Contract Service Specialist for the Applicant Investigation Section of the Department. His duties will include but not be limited to conducting background investigations for Police Officers, Police Cadets, rehires, Special Police Officers and civilian applicants. He will review documents, interview applicants, and obtain criminal background record checks. In addition, Mr. Baptist will complete the neighborhood investigation of applicants and advise the Department of results of their investigations as well as make recommendations of applicant suitability. The period of the agreement is effective upon Board approval for one year.

On January 3, 1996, the Board of Estimates approved a waiver of the Administrative Manual Policy 212-1. This waiver allowed the Baltimore Police Department to hire retired police officers on a contractual basis.

MINUTES

PERSONNELPolice Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
2. SULAKSHANA BHATTACHARYA	\$17.00	\$ 6,800.00
Account: 4000-409111-2252-690500-603018		\$ 3,400.00
5000-509912-2252-690701-603018		\$ 3,400.00

Ms. Bhattacharya will work as a Research Analyst. She will be responsible for developing and maintaining a database to track the safety planning process for non-fatal juvenile shooting victims and witnesses. She will identify issues of concern and coordinate resolution with partners. In addition, she will conduct an analysis of re-victimization of juvenile non-fatal shooting victims in the City. Ms. Bhattacharya will assist the Juvenile C-SAFE team in mapping, charting and analysis of crime data as well as collecting, compiling, verifying, interpreting and reviewing data and statistics on Diversion and CSAFE for use in proposals, presentations and recommendations. The period of the agreement is March 1, 2012 through June 30, 2012.

3. a) Abolish the following three positions:

33330 - Emergency Dispatcher
Grade 087 (\$37,407.00 - \$45,218.00)
Job No. 2043-19385, 2043-33524
(2 Positions)

33351 - 911 Operator
Grade 083 (\$32,315.00 - \$38,431.00)
Job No. 2043-19465
(1 Position)

MINUTES

PERSONNEL

Police Department - cont'd

b) Upgrade the following three classes:

33351 - 911 Operator
From: Grade 083 (\$32,315.00 - \$38,431.00)
To: Grade 085 (\$34,562.00 - \$41,645.00)

33352 - 911 Lead Operator
From: Grade 084 (\$33,510.00 - \$39,994.00)
To: Grade 086 (\$35,947.00 - \$43,361.00)

33355 - 911 Operator Supervisor
From: Grade 086 (\$35,947.00 - \$43,361.00)
To: Grade 088 (\$38,939.00 - \$47,176.00)

Cost: (\$14,476.00) - 1001-000000-2043-219800-601001

Department of Finance

	<u>Hourly Rate</u>	<u>Amount</u>
4. PRINCE D. GREEN	\$17.17	\$20,072.00

Account: 1001-000000-1480-166400-601009

Mr. Green, retiree, will continue to work as a License Inspector for the Licensing/Business Taxes Unit. His duties will include, but are not limited to conducting citywide on-site inspections. He will inspect gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, clubs, restaurants, movie houses, amusement arcades and other establishments required by Article 15 of the Baltimore City Code. Mr. Green will prepare reports for inspected establishments noting licenses displayed and violations. In addition, he will inspect establishments outside of his regular route based on public complaints and tips of licensing code violations as well as review inspection reports with his supervisor to explain work problems, discrepancies and hazards and conducting additional inspections in violation of licensing codes to ensure compliance. The period of the agreement is effective upon Board approval for 1 year.

MINUTES

PERSONNELDept. of Finance - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
5. JAMES WAYLAND	\$47.41	\$ 14,033.36

Account: 1001-000000-1472-165800-601009

Mr. Wayland, retiree, will continue to work as a Senior Systems Analyst. He will continue to provide analysis and programming support for the real property tax system with special focus in getting the real property tax bills produced for Fiscal 2013. The period of the agreement is effective upon Board approval through July 27, 2012.

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF THE SALARY CAP AS OUTLINED IN THE ADMINISTRATIVE MANUAL 212-1.

6. VIEEN LEUNG	\$26.00	\$ 48,800.00
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Account: 1001-000000-1411-160400-601009

Ms. Leung will work as a Policy Analyst in the Bureau of the Budget and Management Research. Her duties will include but not be limited to drafting comprehensive updates to the City's administrative policy manual with new online database functionality, coordination of the annual Baltimore Citizen Survey, including analysis of results, conducting studies to document and evaluate City service delivery. The period of the agreement is April 2, 2012 through April 1, 2013.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office</u>		
7. EDWARD GALLAGHER	\$45.50	\$54,480.00

Account: 1001-000000-1401-159700-601009

Mr. Gallagher, retiree, will work as a Senior Advisor to the Mayor and the Director of Finance. His duties will include, but are not limited to serving as a Senior Advisor to the Mayor and the Department of Finance on matters of fiscal policy. He will provide advice and assistance to the Director of Finance with regard to communications with and presentations to the bond rating agencies and providing general advice and assistance to the Mayor, the Mayor's Office and the Director of Finance on all financial matters. The period of the agreement is March 1, 2012 through February 28, 2013

THE MAYOR'S OFFICE IS REQUESTING A WAIVER OF THE AM 212-1, PART I CONTRACTUAL AGREEMENTS - RETIRED EMPLOYEES, WHICH STATES THE CITY EMPLOYEE MUST BE RETIRED AT LEAST 90 CALENDAR DAYS BEFORE BEGINNING SUCH SERVICES.

(FILE NO. 57287)

8. Create the following one Position:

33523 - Procurement Specialist I
 Grade 091 (\$44,084.00 - \$53,638.00)
 Job No. to be assigned by BBMR

Costs: \$69,433.14 - 1001-000000-1441-161800-601001

MINUTES

PERSONNELOffice of the State's Attorney

	<u>Hourly Rate</u>	<u>Amount</u>
9. DWIGHT P. THOMAS	\$26.40	\$49,842.00

Account: 1001-000000-1150-118200-601009

Mr. Thomas will continue to work as an Investigator for the Felony Family Violence Division. He will be responsible for researching the whereabouts of, and locating parties relevant to prosecution of cases. He will provide location information to the Warrant Apprehension Task Force so that arrests can be made. In addition, he will communicate with witnesses and victims to provide case status and trial date information as well as prepare subpoenas, ascertain and verify the respondents' legal identity through fingerprint identification documents and investigative findings, and researching the prosecution database and the daily newspapers to gain information about persons being sought in prosecution cases. The period of the agreement is March 26, 2012 through March 25, 2013.

In March 1999, the Board approved a Waiver of AM 212-1 to hire retired Police Officers as investigators for the Office of the State's Attorney.

MINUTES

PERSONNELFire Department

10. **CHI-POE S. HSIA** \$30.29 \$ 63,000.00

Account: 4000-458011-2015-683913-601009

Mr. Hsia will work as a Preparedness Program Manager. His duties will include, but not be limited to developing policies to build community preparedness. He will implement and administer a Corporate Emergency Access Program; manage the Community Emergency Response Team (CERT) Program and develop policy on the CERT operations; and represent the MOEM on the Mayor's Commission on Disabilities. Mr. Hsia will also develop and implement a preparedness program for elected officials; develop plans and policies specific to vulnerable population, and seek ways to increase preparedness of vulnerable populations. In addition, he will coordinate with the Baltimore City Health Department, Office of Public Health Preparedness and Response to create and revise public health emergency plans, develop plans to manage volunteers in disaster response, and manage volunteer response in disasters or emergencies. The period of the agreement is effective upon Board approval for one year.

MINUTES

PERSONNELFire Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
11. PATRICK NOWLAN	\$46.11	\$ 83,005.00

Account: 4000-470912-2023-212612-601009

Mr. Nowlan will continue to work as the Information Technology Coordinator for the City's Office of Emergency Management (OEM). He will be responsible for managing all information technology systems and equipment used by the OEM for preparedness and operations. This includes emergency management applications, GIS programs, network configuration, servers, and other hardware and software. Mr. Nowlan will develop and manage data used to support the OEM, manage and enhance the technical environment of the City's Emergency Operations Centers (EOCs); design, manage, integrate, and enhance software applications and IT systems used by other City agencies and outside organizations for emergency preparedness. In addition, he will use applications and IT systems to produce information and products in support of the OEM operations and IT systems as the IT Coordination in the EOC, when activated. The period of the agreement is effective upon Board approval for one year.

12. Reclassify the following two filled positions:

From: 41212 - Fire Lieutenant
Grade 338 (\$51,289.00 - \$62,582.00)
Job Number 2121-12690

To: 41242 - Fire Captain EMS EMT-P
Grade 380 (\$61,351.00 - \$74,869.00)
One Position

From: 41278 - Fire Lieutenant, ALS
Grade 374 (\$52,777.00 - \$64,109.00)
Job Number 2121-12747

MINUTES

PERSONNEL

Fire Dept. - cont'd

To: 41242 - Fire Captain EMS EMT-P
Grade 380 (\$61,351.00 - \$74,869.00)
One Position

Cost: \$23,381.00 - 1001-000000-3191-308700-601061

Department of Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
13. JEANNE ROBINSON	\$39.21	\$ 47,050.00

Account: 3001-00000-2391-251900-601009

Ms. Robinson, retiree, will continue to work as a Special Transportation Engineer Analyst. She will be responsible for developing performance metrics, data collection systems, and data reporting requirements, and quality assurance/quality control checks of data accuracy. Ms. Robinson will also analyze aggregated and individualized data sets and prepare written reports. The period of the agreement is effective upon Board approval for one year.

14. RICHARD CHEN	\$48.00	\$ 32,919.00
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Account: 3001-000000-5030-384800-601009

Mr. Chen, retiree, will continue to work as a Special Bridge Engineer. He will be responsible for reviewing, commenting, and approving the Developer's Agreements distributed by the Department of Public Works and reviewing, commenting, and approving contracts from the Department of Transportation and the Department of Public Works. In addition, Mr. Chen will work with the Law Department on issues pertaining to ownership of City bridges and other contested matters. He will review,

MINUTES**PERSONNEL**Department of Transportation - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
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comment, and approve the consultant's cost proposals and invoices. The Department of Transportation is requesting a waiver of the maximum hourly rate for a retiree pursuant to AM 212-1, Part I and approve the hourly rate from \$27.43 to \$48.00, which is an increase of \$20.57 above the maximum hourly rate. The period of the agreement is effective upon Board approval for one year.

Office of the City Council

	<u>Hourly Rate</u>	<u>Amount</u>
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15. LARRY SHAPIRO	\$36.63	\$21,978.00
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Account: 1001-000000-1000-104800-601009

Mr. Shapiro, retiree, will work as a Contract Fiscal and Budget Specialist in the Office of the City Council President. He will be responsible for general analysis of the Budget and other fiscal matters. Mr. Shapiro will advise the President on fiscal matters, review and comment on changes in agency budgets, and educate the President and City Council on revenue and expenditure items. In addition, he will investigate and provide written analysis of fiscal issues, provide staff support at select hearings, and provide executive summaries on fiscal topics. The period of the agreement is effective upon board approval for one year.

MINUTES

PERSONNELCircuit Court of Baltimore City

	<u>Hourly Rate</u>	<u>Amount</u>
16. AMANDA GEORGE	\$29.47	\$ 53,900.00

Account: 5000-544412-1100-117000-601009

Ms. George will work as an Assistant Counsel for the Civil Division. She will be responsible for reviewing motions and making recommendations in a wide variety of civil non-domestic cases, performing legal research, and drafting opinions and orders, etc. The period of the agreement is effective upon Board approval for one year.

17. Create the following position:

01954 - Licensed Clinical Social Worker
Grade 093 (\$47,985.00 - \$58,508.00)
Job Number to be assigned by BBMR

Costs: \$71,497.00 - 5000-540312-1100-109400-601001

Department of Recreation & Parks

18. GEORGE GHEE	\$10.00	\$20,800.00
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Account: 1001-000000-4803-371400-601009

Mr. Ghee, retiree, will work as a Motor Vehicle Driver. His duties will include, but are not limited to driving City cars and vans to transport agency administrators and staff to and from scheduled meetings and events. Mr. Ghee will also transport agency participants to and from various events and activity centers/facilities, and deliver vehicles to the repair shop for routine maintenance and repairs. The period of the agreement is March 23, 2012 through March 22, 2013.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Planning</u>		
21. JOHN TRAVIS PATE	\$25.64	\$14,848.00

Account: 9905-926005-9188-900000-706032

Mr. Pate will serve as a Demographer. His duties will include but are not limited to analyzing and reporting on data products from the 2010 Census and 2009 American Community Survey; utilizing database and GIS software to perform demographic analysis and to design and create accurate cartographic products for City agencies in response to the data releases. He will also be assisting and advising City agency staff on data projects and requests, responding to agency requests for general Census data and GIS technical assistance; analyzing and processing complete demographic data profiles at various Census geographies to City agencies and the general public and following data releases from the U.S. Census Bureau and maintaining contact with Bureau personnel. The period of agreement is March 16, 2012 through July 6, 2012.

22. ROBERT FREEMAN, JR.	\$27.29	\$25,000.00
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Account: 9905-903009-9188-000000-709009

Mr. Freeman will work as a Geographic Information Systems Technician. His duties will include but are not limited to developing and producing digital and hardcopy computer-generated GIS data and custom map products. He will utilize GIS software to perform spatial analysis and to design and create accurate cartographic products for the Mayor's Office of Information Technology and City agencies in response to the news media, public events, public safety, and natural disaster emergencies. The salary shows

MINUTES

PERSONNEL

Dept. of Planning - cont'd

Hourly Rate

Amount

a 31% increase from the previous contract based on a significant increase in duties from the prior contract. The additional duties include conducting department-wide training in ArcView 10 and other related programs, serving as a technical expert, managing all facets of the Department's GIS-based projects, maintaining on-line mapping, and analyzing data and preparing reports. The period of the agreement is effective upon Board approval for six-months.

23. Reclassify the following two Positions:

a. Job No. 1871-15092

From: 74136 - City Planner I
Grade 111 (\$41,700.00 - \$60,500.00)

To: 74146 - Design Planner I
Grade 111 (\$41,700.00 - \$60,500.00)

b. Job No. 1871-476680

From: 74147 - Design Planner II
Grade 113 (\$46,700.00 - \$65,500.00)

To: 74148 - Design Planner III
Grade 115 (\$51,000.00 - \$72,200.00)

Cost: \$974.00 - 1001-000000-1871-187400-601001

MINUTES**PERSONNEL**Enoch Pratt Free Library24. Reclassify the following position:

From: 00676 - Children's Services Coordinator Library
 Grade 116 (\$53,900.00 - \$76,000.00)
 Job No. 4501-15624

To: 00142 - Executive Level I
 Grade 948 (\$55,200.00 - \$99,200.00)

Costs: \$5,400.00 - 1001-000000-4501-338600-601001

Department of Public Works (DPW)25. Reclassify the following two positions:

From: 10171 - Division Chief, I
 Grade 943 (\$51,200.00 - \$79,600.00)
 Job No. 5471-46867

To: 10232 - Water and Wastewater Division Manager I
 Grade 954 (\$62,700.00 - \$103,500.00)

From: 10232 - Water and Wastewater Division Manager I
 Grade 954 (\$62,700.00 - \$103,500.00)
 Job No. 5601-46920

To: 10233 - Water and Wastewater Division Manager II
 Grade 962 (\$74,100.00 - \$128,600.00)

Cost (\$4,732.00) - 2071-000000-5601-400200-601001
 (0.00) - 2071-000000-5471-609400-601001

MINUTES**PERSONNEL**Mayor's Office of Information Technology26. Reclassify the following vacant position:

From: 34421 - Fiscal Technician
Grade 088 (\$38,939.00 - \$47,176.00)
Job No. 1471-12287

To: 31101 - Administrative Officer I
Grade 111 (\$41,700.00 - \$60,500.00)

Costs: \$89,539.00 - 1001-000000-1471-165700-601001

Mayor's Office of Criminal Justice27. Create the following three positions:

00111 - Criminal Justice Associate
Grade 935 (\$40,300.00 - \$55,700.00)
Job Nos. to be assigned by BBMR

Costs: \$178,200.00 - 4000-430512-3160-308600-601001

Department of Human Resources28. Reclassify the following two positions:Job No. 1601-10013

From: 33681 - Personnel Assistant I
Grade 081 (\$30,223.00 - \$35,806.00)

To: 33683 - Personnel Assistant II
Grade 085 (\$34,562.00 - \$41,645.00)

MINUTES

PERSONNELDepartment of Human Resources - cont'dJob No. 1603-33851

From: 33213 - Office Assistant III
Grade 078 (\$27,958.00 - \$32,241.00)

To: 33628 - Human Resources Specialist I
Grade 090 (\$42,267.00 - \$51,371.00)

Cost: \$ 8,162.00 - 1001-000000-1602-172500-601001
11,484.00 - 1001-000000-1603-172500-601001
\$19,646.00

Mayor's OfficeTransfer the following vacant position:

29. 00143 - Executive Level II
Grade 959 (\$77,200.00 - \$132,400.00)
Job No. 1250-15967

From: Mayor's Office of Baltimore City
1001-000000-1250-152800-601001

To: Baltimore City Fire Department
1001-000000-2131-228200-6010061

There are no costs associated with this action.

The Department of Human Resources has completed a review of the Mayor's Office request to transfer one position of Executive Level II to the Fire Department. This position transfer will support the restructuring of the Office of Emergency Management and ensure that the position is properly budgeted. Therefore, the Department of Human Resources respectfully requests the Board's approval of this action.

Kim A. Trueheart

February 21, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street,
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City neighborhoods surrounding the underfunded Liberty Recreation Center located at 3901 Mains Ave, of which I am a resident member.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:
 - a. Page 84, Item #18 - Department of Recreation & Parks if approved:
 - i. Is wasteful and abusive of scarce municipal resources;
 - ii. Diminishes already scarce municipal resources, diverting them to pay for a "perk and privilege" for Department administrators which is unjustified, unwarranted, undeserved and unearned.
 - iii. Funds expended for indirect recreation and parks transactions highlight the need for a complete and thorough AUDIT of recreation and parks expenditures. Both the Mayor's Transition Team (2010) and the Mayor's Recreation Task Force (2011) reports recommended a complete and thorough AUDIT of the Department however, to date, none has occurred. I request an immediate AUDIT to ascertain the presence of similar wasteful and abusive expenditures.
 - iv. Will be more costly to the citizens of Baltimore than a taxi cab or other public transportation;
 - v. Rewards and promotes ineffective management practices and behaviors.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this wasteful and abusive use of scarce municipal resources which should more appropriately be spent to provide direct services and support to operations and management of recreation centers. These centers have been woefully and intentionally underfunded and are thus incapable of successfully providing opportunity and access to quality recreational services and programs for our most vulnerable residents, children and seniors, myself included.

5519 Belleville Ave
Baltimore, MD 21207

Department of Recreation & Parks

18. ~~GEORGE GHEE~~ \$10.00 **\$20,800.00**

Account: 1001-000000-4803-371400-601009

Mr. Ghee, retiree, will work as a Motor Vehicle Driver. His duties will include, but are not limited to driving City cars and vans to transport agency administrators and staff to and from scheduled meetings and events. Mr. Ghee will also transport agency participants to and from various events and activity centers/facilities, and deliver vehicles to the repair shop for routine maintenance and repairs. The period of the agreement is March 23, 2012 through March 22, 2013.

The Department is also requesting a waiver of AM 212-1, Part, that limits the total amount of hours that a retiree may work, i.e. 1,200 hours per contract year. The Board is requested to approve Mr. Ghee to work a maximum of 2,080 hours.

MINUTES

Mayor's Office of Human Services (MOHS)/Homeless Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an extension of expenditure of grant funds to directly pay monthly rental obligations for leased properties on behalf of formerly homeless individuals previously served by Prisoners Aid Association of Maryland, Inc. (PAA) effective February 2012 through April 2012 for Contract #34443.

AMOUNT OF MONEY AND SOURCE:

<u>Landlord/Property Owner</u>	<u>Monthly Rent</u>
1645 N. Calhoun Holdings, LLC	\$ 1,300.00
Beverly Gordon	1,800.00
F&H Houses	3,821.00
Kyle Locke	3,391.00
Lafayette Thomas	1,321.00
Peter Pekovic	1,760.00
Prisoners Aid Assoc. of MD, Inc.	2,912.00
REE & MEI Investment	1,013.00
A&M Services LLC	1,250.00
Monthly Total:	<u>\$18,568.00</u>

\$55,704.00 - 4000-496311-3573-591225-603051

BACKGROUND/EXPLANATION:

On November 16, 2011, the Board approved the MOHS to provide monthly lease payments directly to landlords for formerly homeless individuals served by the PAA for the period through December 31, 2011. The MOHS has issued a Request for Qualifications (RFQ) by posting the request on the MOHS website on January 12, 2012 to select a new provider to administer the

MINUTES

Mayor's Office of Human Services - cont'd

HUD-Shelter Plus Care grant. The RFQ closed on February 3, 2012. A new provider will be selected by February 17, 2012. The contract for that vendor will need to be developed and approved by the Board. To avoid delinquency in rental payments for the homeless tenants the MOHS is requesting to pay the lease amounts through April 30, 2012.

On June 8, 2011, the Board approved a grant agreement (Contract #34443) with the PAA in the amount of \$557,232.00. The grant agreement from the United States Department of Housing and Urban Development (HUD), provided Shelter Plus Care funding for the Federal Fiscal Year 2010. The funds were designated to be used to house homeless individuals through programs administered by the PAA.

On October 5, 2011, the Mayor's Office of Human Services notified the PAA that the agreements would be terminated for convenience, as defined in Section X - Termination, Part A of the grant agreements. HUD was notified and has given approval of the Mayor's Office of Human Services' actions to terminate the grants with the PAA. An amendment to the grant from HUD will be submitted to the Board at a later date.

As a result of the termination of the agreements, the Mayor's Office of Human Services must use the Shelter Plus Care funds to directly make rental payments on behalf of 30 formerly homeless individuals who were assisted under Contract #34443. These payments will be made to valid City of Baltimore vendors/landlords.

Please note the PAA is included as a vendor/landlord, because the payments to the PAA are for rental units that the PAA owns directly as opposed to rental units that were administered by the PAA through the previous agreements. Rental units are owned

MINUTES

Mayor's Office of Human Services - cont'd

by different vendors/landlords, and actual payments to PAA will not be executed until the Mayor's Office of Human Services has determined that PAA has met all the conditions of the termination as outlined in the termination.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION SUBJECT TO REVIEW OF THE INVOICES PRIOR TO PAYMENT.

UPON MOTION duly made and seconded, the Board approved and authorized the extension of the expenditure of grant funds to directly pay monthly rental obligations for leased properties on behalf of formerly homeless individuals previously served by Prisoners Aid Association of Maryland, Inc. (PAA) effective February 2012 through April 2012 for Contract #34443.

MINUTES

Mayor's Office of Human Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and extend grant funds to directly pay monthly rental obligations for leased properties on behalf of formerly homeless individuals previously served by Prisoners Aid Association of Maryland, Inc. (PAA). The extension is for the period February 2012 through March 2012 for Contract No. 34436.

AMOUNT OF MONEY AND SOURCE:

<u>Landlord/Property Owner</u>	<u>Monthly Rent</u>
1645 N. Calhoun Holdings, LLC	\$ 4,273.00
American Equity Property Management	1,500.00
Back Door Enterprises	1,564.00
Chesmal LLC	950.00
Denise Uhrin	817.00
F & H Houses	1,362.00
Kyle Locke	800.00
Michael Novak	6,504.00
Millennium Properties	1,800.00
Peter Pekovic	1,772.00
Prisoners Aid Assn. of MD, Inc.	19,438.00
REE & MEI Investment	457.00
Vladimir Kats/Bella Property Management	1,564.00
Monthly Total:	\$42,801.00

\$85,602.00 - 4000-496311-3573-591225-603051

BACKGROUND/EXPLANATION:

On November 16, 2011, the Board approved to provide monthly leased payments directly to landlords for formerly homeless individuals served by the PAA through December 31, 2011. The MOHS selected a new provider to administer the HUD - Shelter Plus Care grant. The new provider, Associated Catholic Charities, Inc. (ACC) was provided the unapproved contract on December 15, 2011 for signature with an anticipated Board of Estimates submission date of February 1, 2012 for approval. As of the date of the memorandum, the contract has not been

MINUTES

MOHS - cont'd

submitted for approval. The ACC is in the process of completing inspections of the units. To avoid delinquency in rental payments for the homeless tenants, the MOHS would like permission to pay the leased amounts through March 2012.

On June 8, 2011, the Board approved the original Contract (No. 34436) in the amount of \$951,649.00 with the PAA. The contract provides U.S. Department of Housing and Urban Development (HUD), Shelter Plus Care funding for the Federal Fiscal Year 2010, with the funds designated to be used to house homeless individuals through programs administered by the PAA. On October 5, 2011, the MOHS was notified the PAA contract would be terminated for convenience as defined in Section X - Termination, Part A of the contract. HUD was notified and gave approval of MOHS' action to terminate the grant with PAA.

As a result of the termination of the contract, the MOHS must use the Shelter Plus to directly make rental payments on behalf of 76 formerly homeless individuals. These payments will be made to valid the City's vendor/landlords.

Please note that the PAA is included as a vendor/landlord, because the payments to PAA are for rental units that PAA owns directly as opposed to rental units that were administered by PAA through this contract but are not owned by different vendor/landlords. The actual payments to the PAA from this schedule will not execute until the MOHS has determined that the PAA has met all the conditions of the termination.

AUDITS REVIEWED AND HAD NO OBJECTION SUBJECT TO ITS REVIEW OF THE INVOICES.

UPON MOTION duly made and seconded, the Board approved and extended grant funds to directly pay monthly rental obligations for leased properties on behalf of formerly homeless individuals previously served by Prisoners Aid Association of Maryland, Inc.

MINUTES

PROPOSAL AND SPECIFICATIONS

Department of Transportation - TR 12312, Pratt Street Fringe
Parking Facility: 1100 James
Street
BIDS TO BE RECV'D: 03/14/2012
BIDS TO BE OPENED: 03/14/2012

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above Proposals and Specification to be advertised for receipt and opening of bids on the date indicated.

MINUTES

President: "If there be no more business before the Board, the meeting will recess until bid opening at twelve o'clock noon.

Thank you,"

* * * * *

Clerk: "The Board is now in session for the receiving and opening of bids."

BIDS, PROPOSALS AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agencies had issued an addendum extending the dates for receipt and opening of bids on the following contract. There were no objections.

THERE WERE NO ADDENDA RECEIVED.

MINUTES

Thereafter, UPON MOTION duly made and seconded, the Board received, opened and referred the following bids to the respective departments for tabulation and report:

Bureau of Purchases - B50002228 - Environmental Remediation
Service

Goel Services, Inc.
Clean Venture, Inc.
EQ Northeast, Inc.
Kalyani Environmental Solutions, LLC
Total Environmental Concepts, Inc.

Bureau of Purchases - B50002282, Supply and Deliver Trees for
Tree Baltimore

John Deere Landscapes
Shemin Nurseries
Schott Nurseries, LLC

Bureau of Purchases - B50002291, Parts, Service and Maintenance for In-Ground and Above-Ground
Lifts

B&R Associates

Bureau of Purchases - B50002296, Litter Vacuum Machines

Tennant Company
Granturk Equipment Co., Inc.

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, February 29, 2012.

JOAN M. PRATT
Secretary