

## 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.

President: "I will direct the Board members attention to the memorandum from my office dated April 23, 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."

Deputy 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 Motion carries. The routine agenda has been adopted."

MINUTES

THE DEPARTMENT OF FINANCE  
PRESENTED THE  
PROPOSED ORDINANCE OF ESTIMATES FOR FY 2013  
AND  
AN ORDINANCE TO LEVY AND COLLECT A TAX  
AND  
REQUEST AUTHORIZATION TO ADVERTISE  
THE ORDINANCE OF ESTIMATES

## MINUTES

PROTESTS WERE RECEIVED ON THE PROPOSED ORDINANCE OF ESTIMATES FROM MS. KIM TRUEHEART. THE BOARD ALSO RECEIVED CORRESPONDENCE FROM THE BALTIMORE SAFE AND SOUND CAMPAIGN.

Clerk: "The Board received correspondence from Ms. Kim Trueheart for pages one through five. As Ms. Trueheart's interest is that of a citizen taxpayer and there is not a specific interest, her request has been forwarded to the Department of Finance for review as well as to the Department of Law for review and they will respond directly to Ms. Trueheart. The Baltimore Safe and Sound Campaign, which is an advocacy group on behalf of youth, and that organization will be allowed to address the Board."

Ordinance of Estimates

President: "The first item on the non-routine agenda can be found on Page one Proposed Ordinance of Estimates for FY 2013 and the Ordinance to Levy and Collect a Tax and Request Authorization to Advertise the Ordinance of Estimates. Will the parties please come forward? I thought you always come on this side."

Mayor: "Are you usually -- the City is usually on this side."

Mr. Andrew Kleine, City Budget Director: "I thought I would present and then --"

## MINUTES

Ordinance of Estimates - cont'd

President: "Oh, okay. Alright, you can wait."

Mr. Kleine: "Good morning Mr. President."

President: "Good morning."

Mr. Kleine: "Madam Mayor, Madam Comptroller, members of the Board of Estimates. I am Andrew Kleine, City Budget Director. I'm here today to present the Board with the Proposed Fiscal 2013 Ordinance of Estimates and Changes to the Preliminary Plan and the Proposed Ordinance to Levy and Collect a Tax. The Proposed Fiscal 2013 Ordinance of Estimates totals \$3,070,000,000.00 for all funds. The total includes \$2,305,000,000.00 for operating expenses, an increase \$7,600,000.00 or 0.3% from the Fiscal 2012 adopted budget and \$765,100,000.00 for capital expenses. For the General Fund, which now encompasses the Motor Vehicle Fund, the Proposed Ordinance includes a total of \$1,560,000,000.00, a decrease of \$15,000,000.00 or 1% below the Fiscal 2012 level and the same as the Preliminary Plan. Of this amount, \$1,550,000,000.00 is for operating expenses, a reduction of \$10,700,000.00, or \$0.7% below the Fiscal 2012 level, and \$9,700,000.00 is for Pay-As-You-Go Capital. There are only a few significant changes from

## MINUTES

Ordinance of Estimates - cont'd

the Preliminary Plan. The State Fund recommendation includes a new \$5,000,000.00 Weatherization Grant and \$1,000,000.00 for Public Building Maintenance was reclassified from General Fund Capital to Operating Expenses. State Funding for Fiscal 2013 remains highly uncertain. The General Assembly failed to complete its budget work by the end of session deadline, giving effect to a so-called Doomsday Budget that reduces anticipated State support for the City's operating budget by \$18,500,000.00 and to the uh - Public Schools by \$17,400,000.00. The uncompleted work includes the shift of teacher pension costs to local jurisdictions. Because the Administration is confident that the Governor and General Assembly will fix the budget in a Special Session, the Doomsday Budget reductions are not reflected in the Board of Estimates' recommendations. If the reductions stand, the Administration will submit Budget Amendments to reflect the changes. Potential impacts of the Doomsday Budget include, a \$7,800,000.00 reduction in the City's Income Tax Disparity Grant, abolishment of 92 Police Officer positions due to the elimination of \$7,200,000.00 State Police

## MINUTES

Ordinance of Estimates - cont'd

Grant and lay-offs of State's Attorney Prosecutors due to the zeroing-out of a \$3,000,000.00 State Grant. The Proposed Ordinance to Levy and Collect a Tax keeps the City's Real Property Tax Rate at \$2.268 per \$100.00 of assessed value and the Personal Property Tax Rate at \$5.67 per \$100.00 of assessed value. I ask your Honorable Board to approve these two Proposed Ordinances for consideration by the City Council. I would be happy to answer any questions."

President: "Any questions from the Board? Ms. Um -- Thank you Hathaway. Where are you? Uh -- Before she comes, I want to recognize the uh -- presence of Councilman Carl Stokes. Any other Elected Officials here? Alright come on."

Ms. Hathaway Ferebee, Safe and Sound Campaign: "Yes uh --. Thank you, Chairman Young and members of the Board of Estimates."

Comptroller: "State your name."

Ms. Ferebee: "My name is Hathaway Ferebee. I'm with the Safe and Sound Campaign. I appreciate the time to present. I appreciate Councilman Stokes being here in support of the amendments that we are recommending. Ah -- The City Council has put in a Resolution also in support to past these amendments. Ah -- We

## MINUTES

Ordinance of Estimates - cont'd

have a real concern with the Budget. We think the Budget as presented to the Board expects people to fail in Baltimore City and we're better than that. Whether intentional or not, this Budget reveals a belief that it's worth investing in some people because they will just get in trouble no matter what. We ask you to stop prejudging the capacity or the presumed lack of capacity for people in Baltimore City. You know what it takes for babies to be born healthy, children enter school ready to learn, graduate from school to be enriched. We know what this takes. History and common sense tells us that this does not come as a result of crime control or a Police State. A blue light cannot coach a tennis team, and yet a blue light for the cost of it could sponsor ten tennis teams. The annual United States peace index finds the country overall more peaceful than any time in the last 20 years, but not in Baltimore. Thank you. We rank 4<sup>th</sup> from the bottom as a peaceful place to live, and of course we do because we look at the way we spend our tax dollars. I quote from the USA Today stating, 'that the survey once again notes a strong correlation between peace in a

## MINUTES

Ordinance of Estimates - cont'd

jurisdiction and its economic opportunity, health education, and social capital.' It does not mention crime control. We are not born destined to get in trouble. We are born to thrive and succeed and we'd like for you to invest our tax dollars in that. I ask you to make a start, I know we can't flip the budget all at once, we have submitted to you four requests; very minor requests. They are about \$10,000,000.00, although that's miniscule, in terms of the \$2,200,000,000.00 Operating Budget, it may not seem worthy of an amendment or you standing up to hold the Budget until it is included, but it will make immense difference in the lives of the children and youth in Baltimore City, and as opportunity gets in their lives, outcomes get better. We need less Police. We need less jails. We need less blue lights. We're betting on the people of Baltimore to be better than what this Budget proposes. We ask you to double the number of summer jobs. We ask you to double the amount of money in after-school programming. We ask you to just make an allocation out of the demolition budget to deconstruction, so that people who have been trained while they are in prison and come back can take apart houses instead of knocking down houses

## MINUTES

Ordinance of Estimates - cont'd

whose ah - ah properties can be recycled. The bricks, we save about 40,000 tons from the landfill. It's just a smart way to go. We don't know, I could go on and on about why these investments are important, but it's such common sense it'd almost would be like talking down to you. What I don't know is why it's not common sense to fund them? Thank you." (Applause)

President: "Thank you. I would entertain a Motion."

Solicitor: "I would Move that we approve the uh -- the Ordinance -- the Ordinance of Estimates and the Ordinance to Levy and Collect a Tax for Transmittal to the City Council and that we approve and authorize the Advertisement of the Ordinance of Estimates and the ah - Proposed Levy and Collection of the Tax in the \$2.28 per \$100.00 for the Real Property Tax and \$5.67 per \$100.00 for the Personal Property Tax."

Comptroller: "Second."

President: "All those in favor say Aye. Those opposed Nay. Please NOTE that I **ABSTAIN**. The Motion carries."

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**MINUTES**

Department of Planning - Revisions to the Fiscal 2013 - 2018  
Capital Budget and Capital Improvement  
Program

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the revisions to the FY 2013 Capital Budget and the FY 2013-2018 Capital Improvement Program.

On March 8, 2012, the Planning Commission adopted the recommended FY 2013 Capital Budget and FY 2013-2018 Capital Improvement Program. Since March 8, 2012, the Finance Department recommended the following revisions to the FY 2013 Capital Budget:

<u>CIP#</u>	<u>Project</u>	<u>Source</u>	<u>Change</u>
188-009	Area Master Plans and Initiatives	100-General Funds	(\$ 150,000.00)
197-134	Asbestos Management Program	100-General Funds	(\$1,500,000.00)
197-845	City Owned Building Renovation Program	100-General Funds	(\$1,000,000.00)
<b>General Funds TOTAL</b>			<b>(\$2,650,000.00)</b>
588-003	Mural Program	503-CDBG	\$65,000.00
588-983	Demolition Program (Planned)	503-CDBG	\$160,000.00
588-984	Homeownership Incentive Program	503-CDBG	\$343,000.00
588-986	Housing Repair Assistance Program	503-CDBG	(\$108,000.00)
588-989	Loan Repayment	503-CDBG	(\$426,000.00)
588-963	Park Heights Redevelopment	503-CDBG	\$275,000.00
<b>CDBG TOTAL</b>			<b>\$309,000.00</b>

**MINUTES**Department of Planning - cont'd

The Department of Finance also recommended changing the "City Motor Vehicle Revenue Funds" Fund Source to "General Funds (HUR Eligible)."

The recommendations of the Planning Commission along with the revisions by the Department of Finance are reflected in the submitted recommendations. The changes decrease the recommended program for the FY 2013 capital budget to \$765 million and the FY 2013-2018 capital program to \$4.616 billion.

The Board **NOTED** receipt of the revisions to the FY 2013 Capital Budget and the FY 2013-2018 Capital Improvement Program.

The President **ABSTAINED**.

**MINUTES**

Department of Finance - Six-Year Capital Improvement Program

**ACTION REQUESTED OF B/E:**

The Board is requested to adopt the Six-Year Capital Improvement Program for Fiscal Year 2013 through 2018.

**BACKGROUND/EXPLANATION:**

The Department of Finance completed its review of the Six-Year Capital Improvement Program for Fiscal Years 2013 through 2018 and recommends its adoption.

As required by City Charter, the first year of this program represents the Capital Budget for Fiscal Year 2013 and will be included in Part B of the proposed Ordinance of Estimates.

The Six-Year Capital Improvement Program is summarized as follows:

*(Dollars in Thousands)*

Source	2013	2014	2015	2016	2017	2018	Total
G.O. Bonds	50,000	50,000	50,000	47,000	47,000	47,000	291,000
General Fund	4,700	4,000	5,000	5,000	5,000	5,000	28,700
General Fund - HUR Eligible	5,000	8,000	10,000	12,000	14,500	12,200	61,700
Revenue Loans	393,505	322,946	489,420	201,273	136,029	531,836	2,075,009
Federal	48,497	53,550	50,637	23,403	39,257	23,712	239,056
State	9,188	244,250	24,750	10,250	10,750	11,250	310,438
Other	254,197	226,633	655,260	112,235	59,489	303,140	1,610,954
<b>Total</b>	<b>765,087</b>	<b>909,379</b>	<b>1,285,067</b>	<b>411,161</b>	<b>312,025</b>	<b>934,138</b>	<b>4,616,857</b>

## MINUTES

Board of Finance - cont'd

The Board adopted the Six-Year Capital Improvement Program for Fiscal Year 2013 through 2018. The President **ABSTAINED**.

## MINUTES

Board of Finance - Six Year Capital Improvement Program

By City Charter, the review of the Capital Improvement Program requires an endorsement by the Board of Finance. The Board of Finance is scheduled to meet on April 23, 2012 to review the FY 2013 Capital Budget totaling \$765,087 million, and the FY 2013-2018 CIP totaling \$4,616.857 million, as amended by the Department of Finance as summarized below:

**2013-2018 CIP***(Dollars in Thousands)*

Source	2013	2014	2015	2016	2017	2018	Total
G.O. Bonds	50,000	50,000	50,000	47,000	47,000	47,000	291,000
General Fund	4,700	4,000	5,000	5,000	5,000	5,000	28,700
General Fund - HUR Eligible	5,000	8,000	10,000	12,000	14,500	12,200	61,700
Revenue Loans	393,505	322,946	489,420	201,273	136,029	531,836	2,075,009
Federal	48,497	53,550	50,637	23,403	39,257	23,712	239,056
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Clerk: "The Board of Finance met on April 23, 2012 and has submitted its report, which endorses the amendments to the Capital Improvement Program that was submitted by the Department of Finance."

## Kim A. Trueheart

April 24, 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 who appear to be victims of a blatant disregard for statutory conformance with the Baltimore City Charter Article VI. Board of Estimates, § 3. Fiscal year; budget schedule. (b) *Notice and hearing* by members of the Board of Estimates.

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. Pages 1 - 5, Department of Finance - PROPOSED ORDINANCE OF ESTIMATES FOR FY 2013 if approved:
    - i. Fails to conform with the schedule enacted in the Baltimore City Charter as follows:
      1. Failed to release the Planning Commission's recommended long-range capital improvements program, and the reports of the Director of Finance and Planning Commission on this document at least thirty days prior to the adoption by the Board of Estimates of a proposed Ordinance of Estimates;
      2. Failed to hold public hearings subsequent to the release of the above noted plans and reports at which members of the City Council, heads of municipal agencies, and citizens shall have the opportunity to appear before the Board to speak;
      3. Failed to adhere to the schedule for (c) Submission to Council and (d) Adoption by Council.
      4. Failed to release The Director of Finance' submission for the consideration of the Board a recommended operating budget, which shall include the estimates submitted by the municipal agencies for the next fiscal year, the recommendations of the Director of Finance thereon, and all other estimates for appropriations to be made in the next fiscal year, other than for capital improvements;
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have not been afforded the opportunity to review the proposed Ordinance of Estimates and accompanying materials and reports as prescribed in the City Charter, thus I have been denied my rights as a citizen and taxpayer to engage with my elected

5519 Belleville Ave  
Baltimore, MD 21207

government representatives in reshaping the inequities inherent in the FLAWED proposed budget for fiscal year 2013 as proposed by the current administration.

4. The remedy I seek is the release of the entirety of materials and reports prescribed by the City Charter and subsequent scheduling of public hearings.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on April 25, 2012.

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

Sincerely,  
Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

# Baltimore's SAFE & SOUND Campaign

April 24, 2012

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202  
Fax: 410.685.4416  
Email: [harriette.taylor@baltimorecity.gov](mailto:harriette.taylor@baltimorecity.gov)

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a blatant disregard for affirmative opportunity in the Baltimore City FY '13 operating

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

## PROTEST PROPOSED ORDINANCE OF ESTIMATES FOR FY 2013

1. Whom do you represent? The Safe and Sound Campaign

2. What are the issues?

The Baltimore City FY '13 Operating Budget fails to recognize that all of the city's children and youth are born to thrive and succeed as reflected by the priority spending on crime control at the expense of basic opportunities. Research and experience has proven that opportunity is the necessary for healthy, safe and successful development and yet the city budget ignores this year after year. The Campaign submitted a request to incrementally increase opportunity in the FY '13 budget to the Mayor, BOE and members of the City Council. (See below.)

3. How will the Protestants be harmed by the Board of Estimates?

Although minor in actual dollars (\$10.45 million) the investments (below) will have major impact on the achievements of Baltimoreans. As opportunities increase and outcomes improve for the residents of Baltimore, additional tax dollars will be freed to do more. The Board of Estimates has the power to amend the budget; however, if the proposed FY '13 budget is approved as is, the status quo persists, deepening structural racism and fostering crime as a direct result of a failing city. Continuing to deprive Baltimore's children and youth their basic right to grow up safe, healthy and educated.

## RECOMMEND AMENDMENTS TO THE FY '13 BALTIMORE CITY OPERATING BUDGET – PROPOSED ORDINANCE OF ESTIMATES FOR FY AMEND TO INCLUDE THE FOLLOWING:

- 1) \$12 million for summer jobs for youth<sup>[i]</sup> (an increase of \$6 million;)
- 2) \$8.4 million for after school programs<sup>[ii]</sup> (an increase of \$4.2 million;)
- 3) \$2 million dedicated from the city's demolition line item for jobs for ex-prisoners to deconstruct of vacant properties<sup>[iii]</sup> (no additional funding;)
- 4) \$250,000 for bus passes for three weeks for 10,000 youth enrolled in summer jobs<sup>[iv]</sup> (\$250,000 increase.)

<sup>[1]</sup> Last year, over 6,000 youth applied for only 5,000 slots - over 1,000 kids who wanted summer jobs were denied the opportunity.

Doubling funding for summer jobs programs would allow as many as 10,000 young people to be employed over the summer in Fiscal Year 2013. This would make it much more likely that all young people who wanted a summer job would have the opportunity to get one, unlike at current funding levels.

Young people deserve the opportunity to develop skills and prepare for the "real" world. Summer jobs provide many youth with their first taste of the working world and provide a foundation of skills that will help them succeed throughout their lives. These jobs also provide young people with both an increased sense of self-worth that comes from earning an honest day's pay and an infusion of funds that can meet their own needs and help to keep the lights on at home when times are tough.

Approximately 75% of their earnings will be spent on consumable supplies, increasing the sales tax revenue generated in the City.

These job opportunities reduce crime by staving off both financial desperation and sheer boredom and ensure that our young people will have the skills that future employers need from the workforce in Baltimore.

The City's current summer jobs program, YouthWorks, takes advantage of the widespread recognition of the value of summer jobs for youth to the City as a whole in its efforts to procure funding from the private sector as well as all levels of government. Still, more effort needs to be made to ensure that every young person who wants to work over the summer is able to.

<sup>ii</sup> Doubling City funding for after-school programs to \$8.4 million in the City's 2013 budget will significantly improve opportunities for Baltimore's young people. These programs have been proven to increase academic success and school attendance. They have also proven to be effective in reducing crime in City neighborhoods.

Play is an essential developmental opportunity all children must experience to develop good social skills and respect for others. Unfortunately, though, too many of our neighborhoods lack safe places for children to play outside of school. City funded after-school programs have proven effective in filling this gap and carving out a space where children can engage one another in a structured environment that promotes growth and offers an alternative to the dangers of the streets.

In the short term, increased funding for after school programs will benefit the City by creating local jobs likely to be filled by City residents and lowering the costs associated with random youth crime. In the long term, these programs will improve the prospects for hundreds of young Baltimoreans by helping them to get the most out of school and to avoid the life altering bad decisions or inevitable trouble that idleness and lack of opportunities can lead to.

The presence or absence of these programs can be one factor that helps to determine whether our young people have the tools to thrive and succeed in their own lives and lift up their neighborhoods with them, or lacking these tools, perpetuate existing problems and drag down the City around them. Failing to invest in the children who are our City's future might save a few dollars today, but it will surely prove to be a mistake that Baltimore simply cannot afford in the long term.

iii This idea would take advantage of money that the City would be spending in any case to achieve multiple goals that would make the City a better place. The City can take \$2 million in either new funds, or funds already allocated in the City's demolition line item, and use those funds to take down vacant homes in a more constructive way.

Deconstruction is a technique for removing a building by essentially taking it apart, rather than blowing it up, or knocking it down, as is done in traditional demolition. It has several attributes that make it preferable to traditional demolition methods.

First, it allows for many of the resources contained in the building to be reused rather than sent to a landfill. This is a more efficient and environmentally friendly methodology. Adopting its funding target could prevent 40,000 tons of waste from being sent to our landfills.

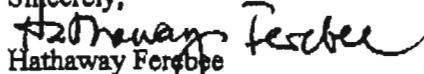
Second, it is a labor intensive procedure that creates jobs and teaches workers a full range of construction skills. A greater portion of the costs of taking a building down will go into wages for workers that are likely to stay in the City, rather than being spent on explosives or heavy equipment manufactured far from Baltimore.

Third, the use of ex-prisoners helps to reintegrate those who have paid their debt to society back into the community. Without jobs these returning individuals have no chance to succeed and are more likely to re-offend. Under the leadership of Secretary Maynard, prisoners are being trained in deconstruction work and will help Baltimore grow a "green" industry.

This is a creative idea that will address the blight caused by vacant homes in Baltimore's neighborhoods while minimizing negative environmental impacts and maximizing the number of jobs and the percentage of spending that stays in the City.

iv Youth enrolled in the MOED summer job opportunity receive their first paycheck after working for three weeks. This request covers half the cost of bus passes for this period, demonstrating local effort and priority for the support of our young workers. Delegate Washington has been seeking funding from the state transportation funds to support this need and the city's allocation will help leverage a state match. Providing job opportunities for our city's youth is important, ensuring they have the means to get to and from the job is essential.

Sincerely,

  
Hathaway Ferebee

Executive Director

For more information contact: Hathaway Ferebee at the Safe and Sound Campaign by phone at 410.625.7976 (work) or 410.812.0247 (cell) and by email at [hferebee@safeandsound.org](mailto:hferebee@safeandsound.org)

**MINUTES****BOARDS AND COMMISSIONS**1. Prequalification of Contractors

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

Absolute Underground, Inc.	\$ 1,500,000.00
Bradshaw Construction Corporation	\$ 68,472,000.00
C & D Waterproofing Corp.	\$ 8,000,000.00
M & E Sales, Inc.	\$ 1,413,000.00
P. Flanigan & Sons, Inc. and Subsidiaries	\$145,674,000.00
Solutionwerks, Inc.	\$ 8,000,000.00
Strait Steel, Inc.	\$ 8,000,000.00
T.E. Jeff, Inc.	\$ 1,500,000.00

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:

Gale Associates, Inc.	Architect Landscape Architect Engineer
Kittelton & Associates, Inc.	Engineer
McKissack & McKissack of Washington, Inc.	Architect Engineer

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Sincerely,  
Kim Trueheart, Citizen & Resident

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**MINUTES****BOARDS AND COMMISSIONS**Prequalification of Architects and Engineers - cont'd

Mincin Patel Milano, Inc.	Engineer
Specialized Engineering	Engineer

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of Contractors and Architects and Engineers for the listed firms.

MINUTES

EXTRA WORK ORDERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

1532

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The President **ABSTAINED** on item nos. 1-5.



## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Andrea Ellison Davidson	924 N. Madeira St.	G/R \$120.00	\$ 600.00
2. Groundlease Management, LLC.	2114 Ashland Ave.	G/R \$ 90.00	\$ 825.00

Funds are available in account 9910-906416-9588-900000-704040, EBDI Project, Phase II.

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.

Department of Law - Payment of Settlement

3. Baltimore Property Investments, LLC Prior owner	1734 E. Preston St.	L/H	\$21,350.00
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On March 23, 2011, the Board approved the acquisition by condemnation of the leasehold interest in 1734 E. Preston Street for the amount of \$21,650.00. The owner of the property interest valued it at \$94,705.00. The parties agreed to settle the action for the amount of \$43,000.00. Therefore, the Board is requested to approve an additional \$21,350.00 in settlement of this case.

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

**(FILE NO. 56017)**

UPON MOTION duly made and seconded, the Board approved the options and the payment of settlement.

## MINUTES

Health Department - Agreements

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

1. **COMMUNITY COLLEGE OF BALTIMORE COUNTY (CCBC)** \$ 0.00

The CCBC will assign various physician assistants to the Health Department to gain field experience in public health care related to the treatment of sexually transmitted diseases. The period of the agreement is April 1, 2012 through March 31, 2016.

2. **HEALTH CARE FOR THE HOMELESS, INC. (HCH)** \$ 15,976.00

Account: 1001-000000-3041-274001-603051

The HCH will be collaborating with the Baltimore City Health Department's Needle Exchange Program (NEP) on a special project. The HCH will provide the services of a HCH outreach worker to the NEP to complete interdisciplinary assessments to the NEP consumers with the goals of engaging them into care at HCH.

The HCH staff will provide counseling, testing and referral services as needed on the Needle Exchange van. The HCH Staff will routinely meet with the Needle Exchange van teams to facilitate smooth collaborations between the HCH and the Health Department's NEP. The period of the agreement is October 1, 2011 through June 30, 2012.

The agreement is late because an acceptable budget was not received until December 7, 2011.

3. **ASSOCIATED CATHOLIC CHARITIES, INC. d/b/a CHERRY HILL SENIOR CENTER** \$ 33,002.00

Account: 4000-433512-3024-268417-603051

## MINUTES

Health Dept. - cont'd

The agreement is late because of the transition between CARE and the Health Department and the Department was waiting on grant approval.

4. **GOVANS CENTER FOR RETIRED PERSONS, INC.** **\$53,068.00**

Account: 4000-433512-3024-268404-603051

The agreement is late because the Health Department was waiting on grant approval and signatures from the provider.

**MWBOO GRANTED A WAIVER.**

The organizations will operate a senior program. The program will serve as the community focal point for seniors and their caregivers. Services will include but not be limited to social, recreational and educational programs, information for assistance, outreach and transportation.

**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**

Health Department - Ratification

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the agreement with UniversityCare, LLC. The term of the agreement was October 1, 2011 through February 29, 2012. The Board is further requested to approve payment to UniversityCare, LLC for services provided during the period of the agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$13,090.00 - 4000-436212-3255-316200-404001

**BACKGROUND/EXPLANATION:**

The agreement was prepared late in the fiscal year due to the delay in receiving an acceptable budget, scope of work, and signatory information from the provider.

It was sent to the provider by messenger on March 6, 2012 and returned to the Department on March 7, 2012. UniversityCare, LLC provided health maintenance and rehabilitative services to seniors at the Waxter Senior Center during the period October 1, 2011 through February 29, 2012.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the agreement with UniversityCare, LLC. The Board further approved the payment to UniversityCare, LLC for services provided during the period of the agreement.

**MINUTES**

Health Department - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Gwendolyn Delores Jacobs, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$13,500.00 - 4000-426212-3110-306800-603018

(\$45.00 per case for 25 additional cases per month)

**BACKGROUND/EXPLANATION:**

On July 27, 2011, the Board approved the original agreement for \$81,000.00 at a rate of \$45.00 per case for 150 cases per month, for the period of July 1, 2011 through June 30, 2012.

The case monitor requested and received a waiver to increase the caseload from 150 cases per month to 175 cases per month, for a total of \$94,500.00.

**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 amendment to agreement with Gwendolyn Delores Jacobs, Inc.

**MINUTES**

Health Department - Revised Notification of  
Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the revised notification of grant award (NGA) from the Maryland Department of Aging (MDoA). The period of the grant award is April 1, 2010 through March 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$1,490.00 - 4000-436910-5750-686700-404001

**BACKGROUND/EXPLANATION:**

On June 9, 2010, the Board approved the original NGA for \$40,000.00 for a two-year period. This revised NGA provides additional funds for staff to attend a Master Training session in New York. This NGA increases the American Recovery & Reinvestment Act, Chronic Disease Self-Management Program grant award to \$41,490.00.

By accepting the award the Department agrees to abide by the Older Americans Act, as amended, and all applicable Federal, State policies, rules and procedures.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.**

UPON MOTION duly made and seconded, the Board approved acceptance of the revised notification of grant award (NGA) from the Maryland Department of Aging.

**MINUTES**

Department of Housing and - Lien Release  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1816 North Warwick Avenue, for the transferee, Coppin State University.

**AMOUNT OF MONEY AND SOURCE:**

\$46,714.70, plus all accrued interest and/or penalties

**BACKGROUND/EXPLANATION:**

Pursuant to the Annotated Code of Maryland, Tax Property 14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the lien release law:

- the property is a vacant building,
- the liens exceed the assessed value of the property, and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

The transferee, Coppin State University, will assemble the property as part of a 10-acre site for the construction of a new academic building. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

Prior to settlement, the transferee will pay the purchase price listed in the agreement of sale in the amount of \$12,300.00. This amount exceeds the flat tax, water charges and assessed value for the property, which currently totals \$3,000.00.

**MINUTES**

DHCD - cont'd

The amount paid will be applied to satisfy the water bill, real estate taxes, flat tax first, and other liens that have accrued prior to the date of this lien release.

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the transferee to pay prior to settlement. Failure to record the deed and pay the assessed value of \$12,300.00, within 120 days from the date of approval by the Board, will void this release.

**(FILE NO. 56674)**

UPON MOTION duly made and seconded, the Board approved the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1816 North Warwick Avenue, for the transferee, Coppin State University.

**MINUTES**

Department of Housing and - Second Amendment to  
Community Development Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the second amendment to land disposition agreement (LDA) with Park Heights Renaissance, Inc. and Comprehensive Housing Assistance, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On October 13, 2010, the Board approved a LDA with Park Heights Renaissance, Inc. and Comprehensive Housing Assistance, Inc. for certain parcels formerly known as 4309-4311 Pimlico Road and 4410 Pall Mall Road. On May 18, 2011, the Board approved the First Amendment to the LDA. Park Heights Renaissance, Inc. and Comprehensive Housing Assistance, Inc. will construct thereon a rental housing complex known as the Renaissance Gardens Project containing 60 one-bedroom rental units which will be affordable to individuals that are sixty-two years of age or older and with incomes at or below fifty percent of the Area Median Income.

In furtherance of the Project, the City has consolidated the two parcels with a portion of the alley and the consolidated parcel is now known as 4311 Pimlico Road. This second amendment to the LDA replaces the Exhibit A Property Description with a new Exhibit A Property Description of the consolidated parcel.

## MINUTES

DHCD - cont'd

The DHCD recommends approval because of the tremendous benefits of this project to the community which includes the creation of 60 units of affordable senior housing, elimination of long-term blighting conditions, stabilization of the community, construction job opportunities and a substantial increase in property values.

**(FILE NO. 57276)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the second amendment to land disposition agreement with Park Heights Renaissance, Inc. and Comprehensive Housing Assistance, Inc. The Mayor **ABSTAINED**.

**MINUTES**

Department of Housing and        - Professional Service Contracts  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the form of a Professional Service Contract. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

\$ 60,000.00	-	2091-593-893-00-3-51
28,500.00	-	2091-593-508-00-3-51
30,022.00	-	2091-593-105-00-3-51
6,478.00	-	2091-593-043-00-3-51
<u>\$125,000.00</u>	-	2091-593-006-00-3-18

**BACKGROUND/EXPLANATION:**

The four contracts are for Cultural Resource Consultants who will assist the DHCD with historic preservation compliance activities. The activities will include compliance with the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470 et seq.); the Advisory Council on Historic Preservation - 36 CFR Part 800, Executive Order 11593, Protection and Enhancement of the Cultural Environment, Reservoir Salvage Act of 1960 as amended by the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469 et seq.), and the State Finance and Procurement Article, §§5A-325 Annotated Code of Maryland.

The DHCD's responsibilities under the laws and regulations referenced above concerning historic properties have been detailed for a number of neighborhoods by several agreements with the Maryland Historical Trust (MHT). Under these agreements, responsibilities have been set forth that require the services of specially qualified companies.

## MINUTES

DHCD - cont'd

The four consultants will be placed on a list. Each consultant will be invited to bid on each task to be performed under the contract. The compensation of all task orders under the four contracts will not exceed \$125,000.00. There is no minimum compensation within each contract. The consultants will be supplied with task orders for individual assignments, and will be directly coordinating with and managed by the City's Historic Preservation Officer.

A RFQ for consultants was issued on August 18, 2011. The review panel scored the submitted responses and narrowed the candidates to four consultants. The panel met with these four highly qualified applicants on December 15, 2011. The panel recommends that all four of the interviewed consultants be approved. The DHCD intends to enter into four separate on-call contracts that will be task order based. Four firms will ensure the work will be thorough, consistent, meet the MHT's requirements, and be the best output each firm can achieve for the DHCD's deadlines under these agreements. The four selected firms all meet the Secretary of the Interior's Professional Qualification Standards, and are as follows:

1. A.D. Marble & Company
2. EHT Traceries Inc.
3. John Milner Associates, Inc.
4. URS Corporation

A. D. Marble & Company is based in Owings Mills, MD, and specializes in cultural and environmental resource studies, and engineering services. They have a reputation for consistently providing architectural history and subsequent documentation on-time and within budget.

EHT Traceries Inc. is a women-owned business based in Washington, DC that is also the largest historic preservation consulting firm in DC. Its project lists consist of significant Baltimore and Maryland resources, such as Eastern High School and Gilman Hall at Johns Hopkins University.

**MINUTES**

DHCD - cont'd

John Milner Associates, Inc. (JMA) has a history of providing historic architectural services to a variety of private and public clients. Recently, JMA has completed Baltimore City's Historic Preservation Procedures and Design Guidelines for the Commission for Historical and Architectural Preservation (CHAP).

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the form of a Professional Service Contract. The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**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 the land disposition agreement with Philip Quick and Julian Chun, developers, for the sale of the property located at 20 E. Preston Street.

**AMOUNT OF MONEY AND SOURCE:**

\$36,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The property is located in Mid-Town Belvedere Urban Renewal Area. The improvement will consist of the construction of 20 E. Preston Street into a new single family homeownership unit in accordance with finally approved plans. The property will be the primary residence of the buyers. It has been vacant for more than seven years. As a result of the original building being razed, an approximate two foot in width masonry wall was constructed along the party wall of the adjacent property, 22 E. Preston Street, to give support and for aesthetic purposes. Therefore, the developers will take title to the property, subject to a permanent support easement in favor of the owner of the adjacent property and agree to maintain and repair the masonry wall so that it can provide that support to the adjacent property.

The developer has been working with CHAP and the design of the new home will go through a full CHAP review for new construction. The cost to rehab the property has been estimated to be \$300,000.00.

**MINUTES**

DHCD - cont'd

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:**

The purchase price for the property will be \$36,000.00 and the appraised value is \$48,700.00. The property will be sold to the developers below the appraised value because of the following factors:

1. the sale and rehabilitation promotes a specific benefit to the immediate community,
2. the sale and rehabilitation will eliminate blight, and
3. the sale and rehabilitation will promote economic development, through returning the subject property to the City's tax roll.

**MBE/WBE PARTICIPATION:**

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code.

**(FILE NO. 57323)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Philip Quick and Julian Chun, developers, for the sale of the property located at 20 E. Preston Street.

**MINUTES**

Department of Housing and        - Progress Report  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to accept the Progress Report by Lexington Square Partners, LLC. (LSP) dated April 16, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Progress Report dated April 16, 2012, substantiates the progress of the project during the period of January through April of 2012 for an extension of LSP's Land Disposition Agreement (LDA) for an additional eight months.

On January 10, 2007, the Board approved the original LDA. On December 21, 2011, the Board approved the third amendment to the LDA to extend the LDA termination date of December 31, 2011 to April 30, 2012. As all the conditions precedent to settlement or closing, indicated in Section 2.15 of the Original LDA, have not yet occurred; the parties have agreed to extend the termination date of the original LDA for an additional eight months from May 1, 2012 through December 31, 2012.

**MBE/WBE PARTICIPATION:**

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

(FILE NO. 56420)

**CORRESPONDENCE WAS RECEIVED FROM THE BALTIMORE HERITAGE. HOWEVER, THE BOARD DID NOT TAKE ANY ACTION ON THIS ITEM TODAY. THEREFORE, THE INDIVIDUAL, MR. JOHNS HOPKINS, WAS NOT ALLOWED TO ADDRESS THE BOARD. HOWEVER, THE CORRESPONDENCE WAS INCLUDED IN THE BOARD OF ESTIMATES MINUTES. THE ITEM REMAINED ON THE ROUTINE AGENDA.**

UPON MOTION duly made and seconded, the Board accepted the above Progress Report.

P 22-23

# BALTIMORE HERITAGE

WORKING TOGETHER TO PRESERVE AND PLAN BALTIMORE'S FUTURE

11 1/2 WEST CHASE STREET, BALTIMORE, MD 21201 • 410.332.9992 • baltimoreheritage.org

April 23, 2012

- Will Buckstrom  
*President*
- Jean Rambo Hunkey  
*1st Vice President*
- Professor John R. Brohan  
*2nd Vice President*
- Ellie A. Butler, Esq.  
*Treasurer*
- Stephen Sattler  
*Recording Secretary*
- Mary Beth Lannon  
*Membership Secretary*
- Julian L. Lapidus  
*Past President*

Honorable President and Members of the Board of Estimates  
 c/o Clerk, Board of Estimates  
 Room 204, City Hall  
 100 North Holliday Street  
 Baltimore, MD 21202

*Sent Via Fax: 410-685-4416*

**Re: Board of Estimates April 25, 2012 Meeting;  
 Continued Protest to the Land Disposition Agreement with  
 Lexington Square Partners**

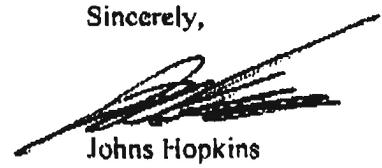
Dear President and Members:

I am writing to protest once again the land disposition agreement with Lexington Square Partners over the area on the west side of downtown called "The Superblock." This will be the fourth time that the land disposition agreement has come before you, and the fourth time that we have registered our protest. The current proposal continues to call for the demolition of too many historic buildings that are important to Baltimore's architectural, commercial, and Civil Rights heritage.

Many of the historic buildings on the Superblock are suffering from demolition by neglect and need attention soon. Baltimore City and Lexington Square Partners committed to maintain the buildings as part of the 2001 agreement with the Maryland Historical Trust. As part of your evaluation into whether sufficient progress has been made under the current land disposition agreement, I urge you also to hold the development team accountable for making progress on maintaining the historic buildings on the block. While we commend the current plans to stabilize Read's Drug Store and understand the Baltimore Development Corporation has begun working on a plan for the West Side generally, we know of no maintenance plans for any of the other historic buildings on the Superblock.

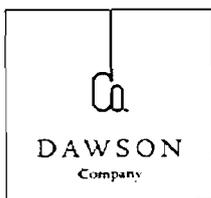
Stabilization and maintenance of the historic buildings on the Superblock are essential parts of the City's agreement with the developer and of the City's commitment to the State of Maryland, and I urge you evaluate progress on these commitments in your review today.

Sincerely,



Johns Hopkins  
 Executive Director

- Andrew J. Colletta
- Matthew Compton, AIA
- Elizabeth Doyle
- William Eberhart, Jr.
- Arlene B. Fisher
- Mark S. Foster
- Douglas R. Gorius
- Krista D. Green
- Katherine A. Hearn
- Lesley Humphreys
- Senator Verna Jones
- William Lee
- Karen Lewand, Hon. AIA
- John Maclay
- Malcolm William Mason
- Matthew J. Mosca
- Barbara Moharak, AIA
- Kenneth Morgan
- Bill Pencek
- Wayne R. Schaumburg
- Don Scott
- Sharon Seitchik
- Romaine Stee Somerville
- Karen Mitchell Starika
- James Suttner, AIA
- Susan W. Talbot
- Mark Thistle
- Betty Bland Thomas
- Barbara K. Weeks
- Johns W. Hopkins  
*Executive Director*



## MEMORANDUM

April 16, 2012

To: Paul Graziano, Commissioner  
Department of Housing and Community Development  
City of Baltimore

CC: M. J. Brodie, City of Baltimore Development Corporation  
John Smallwood, Lexington Square Partners, LLC  
Harold Dawson, Lexington Square Partners, LLC

From: Bailey Pope  
SVP Design and Sustainability  
for Lexington Square Partners, LLC

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### **Progress Report for Lexington Square**

On December 21, 2011, The City of Baltimore Board of Estimates granted an extension of the Land Disposition Agreement (LDA) for the project proposed by Lexington Square Partners, LLC (LSP) which includes the majority of the properties in the block bounded by W Lexington, N Howard, and W Fayette Streets and Park Avenue. The extension granted runs through April 30, 2012 and may be further extended administratively by the Commissioner OF THE City's Department of Housing and Community Development upon demonstration by LSP that it is continuing to actively pursue the development of the project.

During the last three months, LSP has made material progress including in the following ways:

- Leasing:
  - We have engaged KNLB, of Baltimore, as our Retail Broker
  - We have engaged in aggressive marketing of the retail space within Lexington Square
  - We have executed a Letter of Interest (LOI) and are currently negotiating a lease on the anchor tenant space
- Design:
  - We have explored design revisions to accommodate a large format anchor tenant
  - We have continued to document the detailed treatment of historic elements to be retained
- Finance:
  - We have initiated discussions with the Baltimore Development Corporation (BDC) and the Mayor's Office concerning our request for a Payment in Lieu of Taxes (PILOT) and Enterprise Zone Credits to support the economics of the development

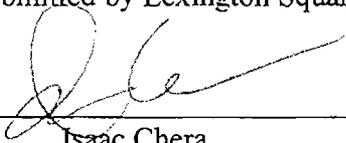
In addition to the above efforts which contribute directly to our ability to complete the settlement of the LDA and take full possession of the properties, we have continued to work with Mayor's Office on commemoration of the 1955 Sit-In at the former Read's Drug Store building on the SE corner of W Lexington and N Howard Streets. Accordingly, we have studied the feasibility of a number of commemoration concepts, including integration within the architecture of the Lexington Square project of a permanent feature to both depict visually and explain narratively the events that lead through the Civil Rights Movement to the end of segregation in Baltimore's commercial center.

We are also working with local clergy on an Economic Inclusion Policy for the Lexington Square project that will set clear goals and procedures for the inclusion of minority-owned, women-owned, and locally based businesses in the project and the hiring of qualified area residents to fill new jobs that result from our undertaking this development.

Over the next eight months, between May 1 and December 31, 2012, LSP intends to 1) secure all LOIs for the retail leases necessary to secure financing for the project, 2) continue design development, and 3) engage with a General Contractor for the construction of the project.

LSP has prepared this memorandum to demonstrate that it has not abandoned the project and to convey its belief that the above adequately illustrates the continuing active pursuit of such approvals and satisfaction of such conditions as may be required to allow Settlement to be completed as expeditiously as possible. For that purpose we seek your extension of the LDA on behalf of the City, according to the Board of Estimates' action on December 21, 2011, and by this document subscribe and agree to such an extension until December 31, 2012. We look forward to your favorable action.

Submitted by Lexington Square Partners, LLC:

  
\_\_\_\_\_  
Isaac Chera  
Member

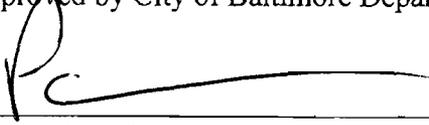
4/17/12  
date

Concurred by City of Baltimore Development Corporation:

  
\_\_\_\_\_  
M. J. Brodie  
President

4/18/12  
date

Approved by City of Baltimore Department of Housing and Community Development:

  
\_\_\_\_\_  
Paul Graziano  
Commissioner

4/18/12  
date

**MINUTES****PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR10016, Reconstruction of Footways Citywide  
**BIDS TO BE RECV'D: 5/16/2012**  
**BIDS TO BE OPENED: 5/16/2012**
  
2. Department of Transportation - TR12016, Utility Locating Test Holes for Engineering Projects  
**BIDS TO BE RECV'D: 5/23/2012**  
**BIDS TO BE OPENED: 5/23/2012**
  
3. Department of Transportation - TR05308, Dundalk Avenue Streetscape from Eastern Avenue to City Line  
**BIDS TO BE RECV'D: 6/06/2012**  
**BIDS TO BE OPENED: 6/06/2012**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposal and Specifications to be advertised for receipt and opening of bids on the dates indicated.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1551 - 1553

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. <b>\$ 82,372.02</b> MVR	9950-903550-9509 Constr. Reserve - Neighborhood Street Recon.	9950-902550-9508-2 Contingencies Neighborhood Recon.

This transfer will cover the deficit in the account for Neighborhood Reconstruction.

2.    \$ 15,000.00 MVR	9950-904210-9528 Constr. Res-Mt. Vernon Place	
20,000.00 MVR	9950-912200-9528 Constr. Res-Heritage Trail Phase II	
<u>\$ 35,000.00</u>		
<b>\$ 35,000.00</b>	-----	9950-915201-9527-2 Contingencies Mt. Vernon Conservancy

This transfer will fund the cost and miscellaneous charge for the Conservancy of Mt. Vernon Place.

Baltimore Development Corporation

3. <b>\$268,698.85</b> 23 <sup>rd</sup> EDF	9910-908992-9600 Constr. Res. E. Baltimore Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
--	---	--

This transfer will provide funds to the Department of Transportation for design work associated with the Broadway Square renovations and improvements, including plaza, landscape, and utility work. These renovations will complement the new Marketplace at Fells Point residential and retail project on the 600 block of South Broadway.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development (DHCD)</u>		
4. <b>\$ 30,000.00</b>	9910-903187-9588	9910-903275-9588
27 <sup>th</sup> CD Bonds -	27 <sup>th</sup> CD Bonds -	3908 W. Belvedere
Park Heights	Park Heights APQT	Demo
APQT		

The Park Heights Master Plan identified several clusters of areas defined as stable: essentially intact blocks with the occasional blighted property. The 3908 W. Belvedere Avenue was identified as one of the Master Plan area's stable clusters. This is a vacant property that was condemned by the DHCD's Division of Code Enforcement in February 2011. The building is adjacent to an occupied commercial establishment and is creating physical problems for the adjacent building as well as acting as a deterrent to that business' operations.

5. <b>\$ 50,000.00</b>	9910-903187-9588	9910-905280-9588
27 <sup>th</sup> CD Bonds -	Park Heights APQT	Denmore Ave. St.
Park Heights		and Alley Closing
APQT		

The Park Heights Master Plan recommended the creation of a seven-acre park along Denmore Avenue. As part of a national initiative to increase recreational and play opportunities in underserved neighborhoods, the Ripken Foundation has raised funds to support the development of approximately 91,000 square feet of athletic and recreational fields.

In order to build the recreational fields, the existing streets and alleys must be closed. This transfer of funds will allow the DHCD to undertake the necessary title work and advertising requirements, in accordance with City regulations for streets and alley closings.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
6. \$1,124,042.02	9910-906712-9588	9910-904713-9588
6 <sup>th</sup> Housing Dev.	O'Donnell	Barclay Aff.
Ser. AHP	Heights Demo	Hous. Acq.
488,313.00	9990-903914-9587	9990-907970-9593
CDBG 35 - AHP	Claremont	Barclay
	Homes Demo	Afford. Hous. Acq.
	Reserve	
101,544.36	9910-901933-9587	9910-904326-9588
6 <sup>th</sup> Housing Dev.	Uplands Redevelop-	Coldstrm./
AHP	ment Reserve	Homestd./Montebl.
1,000,000.00	9910-903187-9588	9910-918300-9588
<u>General Funds</u>	Park Heights Apqt.	Park Heights
	Blocks	Apt. Blocks
<b>\$2,713,899.38</b>		

The transfers of funds are necessary to move appropriations to be in line with approved funding amounts.

**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. 1001 W. 36 <sup>th</sup> St.	Third Corner, LLC	Awning 35.16 x 2'
Annual Charge: \$147.67		
2. 433 E. Patapsco Ave.	Maco Properties, L.L.C.	Awning w/signage 25' x 2'
Annual Charge: \$175.30		
3. 2301 E. Monument St.	Mary Della-Davis	Retain single face electric sign 10' x 2½'
Annual Charge: \$70.30		
4. 2303 E. Monument St.	Steven M. Davis	Retain flat sign 4' x 2', four gooseneck spots, Pawn shop balls
Annual Charge: \$158.30		
5. 2333 E. Monument St.	Karl Chavis	Retain single face electric sign, 13' x 2½'
Annual Charge: \$140.60		
6. 2414 E. Monument St.	Mulberry Proper- ties, LLC	Retain single face electric sign 12'10" x 4½'
Annual Charge: \$143.70		

## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7. 2434 E. Monument St.	Young Hee Park	Retain flat sign 11'10" x 2'6", four spot reflectors
Annual Charge: \$113.46		
8. 2437 E. Monument St.	Yi Bong Park	Retain flat sign 13' x 2'
Annual Charge: \$45.36		
9. 2520 E. Monument St.	Nam Un Lee	Retain two single face electric signs 4'6" x 2', 13'8"x 2'
Annual Charge: \$210.90		
10. 1000 Lancaster St. k/a 710 S. Central Ave.	Harbor East Office, LLC	Outdoor seating 68' x 6'
Annual Charge: \$4,929.50		
11. 700 S. Luzerne Ave.	Mary N. Nawrocki	Outdoor seating 10' x 2'
Annual Charge: \$337.50		

MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
12. 633 Portland St.	James Quigley	Outdoor seating 16' x 3'

Annual Charge: \$337.50

Since no protests were received, there are no objections to approval.

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

**MINUTES**

Department of General Services - Amendment No. 3 to On-Call Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 3 to the on-call agreement with Gant Brunnett Architects, Inc. for Project No. 1098G. This amendment no. 3 extends the period of the on-call agreement through June 15, 2013 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

N/A - Funds will be identified as tasks are processed.

**BACKGROUND/EXPLANATION:**

On June 17, 2009, the Board approved the original two year agreement with Gant Brunnett Architects, Inc. in the upset amount of \$750,000.00. On August 11, 2010, the Board approved amendment no. 1, which increased the upset amount to \$1,000,000.00. On June 22, 2011, the Board approved amendment no. 2 to extend the period of the agreement from two years to three years. Due to delays in processing the new on-call contracts under Project No. 1125, the Department would like to extend the period through June 15, 2013.

**MBE/WBE PARTICIPATION:**

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

**AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 3 to the on-call agreement with Gant Brunnett Architects, Inc. for Project No. 1098G.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
---------------	------------------------	--------------------

Bureau of Purchases

- |  |             |         |
|--|-------------|---------|
| 1. HD SUPPLY   | \$20,000.00 | Renewal |
| Solicitation No. B50001992 - Various Water Tools - Department of Public Works - Req. No. P517287 |             |         |

On June 13, 2011 the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$20,000.00 is for the period June 13, 2012 through June 12, 2013, with one one-year renewal option remaining.

- |  |             |         |
|--|-------------|---------|
| 2. VINCE'S SALES AND SERVICE, INC.   | \$36,962.00 | Low Bid |
| Solicitation No. B50002372 - Pneumatic Tire Forklift Truck - Department of Transportation - Req. No. R598221 |             |         |

The period of the award is effective upon Board approval for one-year.

- |   |             |           |
|---|-------------|-----------|
| 3. CCG SYSTEMS, INC.  | \$46,923.00 | Agreement |
| Solicitation No. 08000 - FASTER Maintenance Agreement - Department of General Services - Req. No. R599331 |             |           |

The Board is requested to approve and authorize execution of an agreement with CCG Systems, Inc. The period of the agreement is May 1, 2012 through April 30, 2013.

FASTER Maintenance is the software in use at the Fleet Management Division. This award is for renewal of the software agreement for one year. The required software is not available from any other source.

(FILE NO. 57210)

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

4. COPLOGIC, INC. \$40,000.00 Sole Source  
Solicitation No. 08000 - Coplogic Online Reporting System -  
Police Department - Req. No. R598852

Coplogic, Inc. is the sole developer and distributor of the Coplogic online reporting system that will interface with the Department's existing In-Pursuit record system.

5. TIPCO TECHNOLOGIES, INC. \$100,000.00 Renewal  
Solicitation No. B50001058 - Various Hoses and Accessories -  
Agencies - Various - P.O. No. P508818

On June 4, 2009, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. On September 21, 2011, the Board approved an increase in the amount of \$50,000.00. This renewal in the amount of \$100,000.00 is for the period July 17, 2012 through July 16, 2013, with one 1-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**

6. SAFEWARE, INC. \$ 0.00 Renewal  
Solicitation No. B50001499 - Respirators, Replacement Parts  
and Fit Test Services - Department of Public Works, Bureau of  
Water and Wastewater - P.O. No. P514560

On June 30, 2010, the Board approved the initial award in the amount of \$163,791.23. The award contained four 1-year renewal options. On June 8, 2012, the Board approved the first renewal. This renewal is for the period July 7, 2012 through July 6, 2013, with two 1-year renewal options remaining.

**MWBBO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

- |   |         |         |
|---|---------|---------|
| 7. TYRRELLTECH, INC.  | \$ 0.00 | Renewal |
| Solicitation No. B50001500 - Materials Used for Signs, Banners, Posters, Etc. - Department of Public Works, Office of the Director - P.O. No. P513929 |         |         |

On June 30, 2010, the Board approved the initial award in the amount of \$52,581.50. The award contained four 1-year renewal options. On June 8, 2011, the Board approved the first renewal. This renewal is for the period July 14, 2012 through July 13, 2013, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 8. EXCALIBUR COMPUTER SYSTEMS, LLC   | \$ 60,000.00 | Renewal |
| Solicitation No. 08000 - Maintenance and Enhancement for IVIC Software - Department of Transportation - P.O. No. P513918 |              |         |

On June 23, 2010, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options. On June 8, 2011, the Board approved the first renewal in the amount of \$60,000.00. This renewal in the amount of \$60,000.00 is for the period July 15, 2012 through July 14, 2013, with no renewal options remaining.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

## 9. LIVING CLASSROOMS

FOUNDATION	\$100,000.00	Renewal
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Solicitation No. B50000830 - Maritime Safety, Education and Workforce Training Program - Department of Transportation - P.O. No. P508538

On June 3, 2009, the Board approved the initial award in the amount of \$242,817.00. The award contained two 1-year renewal options. On June 15, 2011, the Board approved the first renewal in the amount of \$100,000.00. This renewal in the amount of \$100,000.00 is for the period June 15, 2012 through June 14, 2013. This is the final renewal option.

**DBE:** Little Dimples II Corp. d/b/a 25.7%  
A Phyllis Wheatly Services

This is a Federally funded project. Disadvantaged Business Enterprise goals were set at 25% and the State Highway Administration found bidder in compliance.

10. First Call

HD Supply, Inc.	\$20,000.00	
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Second Call

L/B Water Service, Inc.	5,000.00	
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LB	<u>\$25,000.00</u>	Renewal
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Solicitation No. B50001403 - Various Waterworks Repair Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. Nos. P514167 and P514168

## 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

On May 19, 2010, the Board approved the initial award in the amount of \$25,000.00. The award contained four 1-year renewal options. On April 6, 2011, the Board approved the first renewal. This renewal in the amount of \$25,000.00 is for the period July 1, 2012 through June 30, 2013, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

11. First Call

GT&S Inc.

Second Call

Airgas-East, Inc.	\$ 0.00	Extension
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Solicitation No. B50000994 - Compressed Gases - Department Various - P.O. Nos. P507522 and P507523

On April 01, 2009, the Board approved the initial award in the amount of \$14,000.00. Subsequent actions have been approved. A new solicitation for this requirement, B50002361, is in progress, but the consolidation of requirements of various agencies has taken longer than anticipated. An extension of the existing contract is needed to maintain continuity of services until a new contract is put in place. The period of the extension is April 29, 2012 through July 31, 2012.

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, and extensions. UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with CCG Systems, Inc. The Mayor **ABSTAINED** on item no. 9. The President **ABSTAINED** on item nos. 6, 9 and 10. The Comptroller **ABSTAINED** on item no. 9.

**MINUTES**

Baltimore City Parking Authority - Sixth Amendment to Agreement  
for Pay-And-Display Parking  
Stations

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Sixth Amendment to Agreement with Cale America, Inc. for the purchase of 75 additional meters.

**AMOUNT OF MONEY AND SOURCE:**

\$129,760.06 - 9965-904566-9580-000000-706005  
 383,788.47 - 2075-000000-5800-408700-606003  
67,701.47 - Encumbered Under PO 503996  
**\$581,250.00**

**BACKGROUND/EXPLANATION:**

On July 19, 2006, the Board approved an agreement for Pay-and-Display Parking Stations, with Cale Parking Systems, USA, Inc. On May 17, 2010, the Board approved the maintenance agreement with Cale Parking Systems, USA, Inc. On February 15, 2012, the Board approved Cale Parking Systems USA, Inc. to assign its rights, title, interest, and obligations to Cale America, Inc.

The original meter agreement allowed for the purchase of 375 meters. The Board previously approved four amendments to the meter agreement to increase the number of meters that may be purchased up to 795. The approval of this sixth amendment to agreement will allow the purchase of 75 additional meters. The advantages of the new parking meter as compared to the old single-space meters are numerous, such as:

- Expanded payment options - EZ Park meters accept coins for payment and offer the convenience of accepting credit cards;

## MINUTES

PABC - cont'd

- Additional Parking Spaces - Because conventional meters must be spaced to accommodate the longest cars, they are separated by more space than necessary for small cars;
- Enhanced streetscapes - One EZ Park meter can replace up to 15 (or more) single-space meters and EZ Park meters do not require marking individual curb spaces on the street. EZ Park meters thus reduce street clutter by removing unnecessary hardware and signs;
- Wireless communications - Each of the EZ Park meters communicate continuously in real-time with central computers at Parking Authority offices providing current parking data at our fingertips;
- Pricing and duration flexibility - EZ Park meters have the ability to charge different prices by time of day or day of the week, thus responding to variations in parking demand;
- Proof of payment provided - the receipt that is printed by EZ Park meters is proof of payment for the parker's business and tax records;
- Reduced meter downtime - EZ Park meters automatically report mechanical failures wirelessly to a central computer;
- Economical - One EZ Park meter can cost less to purchase and maintain than the eight to 15 (or more) individual single-space meters that one EZ Park meter replaces;
- Superior data collection - EZ Park meters produce records of parking occupancy on each block by time of day, day of the week, for particular months, and for particular seasons to analyze usage patterns and set prices to manage the parking supply; and

**MINUTES**

PABC - cont'd

- Increased revenue controls - EZ Park meters automatically record how much money is collected from the various payment options which allows auditors to detect any discrepancies when the revenue is collected and counted.

The CALE meters are meeting expectations and the Baltimore City Parking Authority believes the purchase of additional meters will be beneficial to the City.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

**(FILE NO. 56650)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Sixth Amendment to Agreement with Cale America, Inc. for the purchase of 75 additional meters.

**MINUTES****TRAVEL REQUESTS**Health Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Arnold Eppel	National Assoc. of States United for Aging and Disabilities, Innovations in Aging 2012 National Harbor, MD May 3 - 5, 2012 (Reg. Fee \$125.00)	State Funds	\$868.19

The Department has prepaid the registration in the amount of \$125.00 on EA000090818. The disbursement to Mr. Eppel will be \$743.19.

2. Cynthia Mobley	Office of Pop- ulation Affairs HIV Prevention TA Conference San Diego, CA May 14, 2012 - June 6, 2012 (Reg. Fee \$75.00)	HIV Integration Grant	\$1,287.29
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The Department has prepaid the registration in the amount of \$75.00 on EA000091025. The total disbursement to Ms. Mobley will be \$1,212.29. The Conference dates are May 15 - 17, 2012. Ms. Mobley will continue her stay through June 1, 2012 at her own expense.

**MINUTES****TRAVEL REQUESTS**Health Department - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3. Tonya Johnson	Office of Pop- ulation Affairs HIV Prevention TA Conference San Diego, CA May 14 - 17, 2012 (Reg. Fee \$75.00)	HIV Integration Grant	\$1,304.99

The Department has prepaid the airfare in the amount of \$507.40 on the City issued credit card assigned to Ms. Jacquelyn Duval-Harvey, as well as the registration in the amount of \$75.00 on EA000091025. The total disbursement to Ms. Johnson will be \$722.59.

4. Shawan Johnson	National Assoc. of School Nurses 2012 Annual Conference San Francisco, CA June 21 - 26, 2012 (Reg. Fee \$790.00)	School Health Special Funds	\$2,516.90
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The subsistence rate for this location is \$226.00 per day. The hotel rate is \$214.00 per night not including occupancy taxes in the amount of \$33.42 per night. The Department is requesting an additional \$28.00 per day to cover the cost of meals and incidental expenses. The Department has prepaid the registration in the amount of \$790.00 on EA000090180. The disbursement to Ms. Johnson will be \$1,726.90. A one-way airfare ticket was purchased, since the attendee will be departing for her vacation from the conference site.

**MINUTES****TRAVEL REQUESTS**Health Department - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
5. Catherine Watson	1 <sup>st</sup> Annual Teen Pregnancy Prevention Conference National Harbor, MD April 29 - May 2, 2012 (Reg. Fee \$0.00)	DHMH PREP Grant	\$1,087.25

Department of Public Works

6. Samuel Atolaiye	2012 CMAA Leader- ship Forum Longbeach, CA May 20 - 23, 2012 (Reg. Fee \$655.00)	Water Utility Fund	\$1,832.20
7. Vincent J. DeSantis	Gov't Finance Officers Assoc. 106 <sup>th</sup> Annual Conf. Chicago, IL June 9 - 13, 2012 (Reg. Fee \$425.00)	Water Utility	\$2,211.72

The subsistence rate for this location is \$242.00 per day. The hotel rate is \$209.00 per night not including occupancy taxes in the amount of \$34.28 per night. The Department is requesting an additional \$7.00 per day to cover the cost of meals and incidental expenses, which is included in the total.

**MINUTES****TRAVEL REQUESTS**Mayor's Office of Information Technology (MOIT)

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
8. Robert Minor	CIO Government Summit Scottsdale, AZ June 10 - 12, 2012 (Reg. Fee \$0.00)		\$0.00

There is no cost associated with this travel request because this invitation will include an educational scholarship covering airfare, transfers, accommodations, meals and access to all educational networking sessions.

9. Robert Minor Samantha Luckhardt*	PTI-CIO Leadership and Summit East Boston, MA May 16 - 18, 2012 (*Reg. Fee \$495.00)	General Funds	\$2,206.35
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The Department has prepaid Mr. Minor's airfare in the amount of \$181.60 on a City issued credit card assigned to Ms. Charmane Baker. The disbursement to Mr. Minor will be \$544.00.

Department of Transportation

10. Kenith Ching, Jr. Brent Hooper	Lightfair International Conference Las Vegas, NV May 6 - 12, 2012 (Reg. Fee \$0.00)	MVR Fund	\$1,350.40
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**MINUTES****TRAVEL APPROVAL/REIMBURSEMENT**Fire Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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**APPROVAL**

11. David Couvillion	2012 Emergency Medical	FY09 Metro.	\$4,243.03
Gregory Maddox	Technician Conf.	Medical	
James Irons	Alexandria, VA March 5 - 10, 2012 (Reg. Fee \$860.00 ea.)	Resp. Sys. Grant	

**REIMBURSEMENT**

The subsistence for this location is \$297.00 per day. The hotel cost for Mr. Couvillion was \$170.00 per night not including occupancy taxes in the amount of 20.55 per night. The attendees shared the room paid for by Mr. Couvillion. The Department prepaid the registration for each attendee on the City issued credit card assigned to Mr. James Fischer. Reimbursement is being requested as follows:

<b>David Couvillion</b>	Hotel	\$1,020.00
	Occupancy Taxes	123.30
	Meals	110.35
	Mileage	89.91
	<b>Total</b>	<b>\$1,343.56</b>
<b>Gregory Maddox</b>	Meals	\$ 105.95
	Mileage	77.15
	<b>Total</b>	<b>\$ 183.10</b>
<b>James Irons</b>	Meals	\$ 42.43
	Mileage	90.47
	<b>Total</b>	<b>\$ 132.90</b>

**MINUTES****TRAVEL APPROVAL/REIMBURSEMENT**Police Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<b><u>APPROVAL</u></b>			
12. John F. Riddick	Fire Investigators Academy Emmitsburg, MD Oct. 2 - 14, 2011 (Reg. Fee \$0.00)	General Funds	\$234.48

**REIMBURSEMENT**

On October 2 - 14, 2011, Mr. Riddick traveled to Emmitsburg, MD to attend the Fire Investigators Academy. All expenses were covered by the Federal Emergency Management Agency except for meal tickets. Mr. Riddick paid \$234.48 for the meal tickets out of pocket; the Department has not paid any expenses related to this trip.

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests, travel approvals, and reimbursements. The President **ABSTAINED** on item nos. 8-9.

**MINUTES**

Baltimore Development Corporation (BDC) - Secondary Egress  
Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of secondary egress easement agreement with NY 47th Street Corporation.

**AMOUNT OF MONEY AND SOURCE:**

\$6,600.00

**BACKGROUND/EXPLANATION:**

This agreement is for a non-exclusive easement for pedestrian ingress/egress in, over and through City-owned property which will allow the property owner to lease residential apartments on the three upper levels of his property located at 108 W. Lexington Street.

The total easement area of 1,149 square feet will potentially benefit five properties. The area was appraised in 2011 for \$33,000.00. NY 47th Street Corporation will make a payment of \$6,600.00 for the non-exclusive use of the easement.

In August 2011, the City Council passed and the Mayor signed Ordinance 11-0673 granting a permanent easement for the purpose of secondary egress through City-owned properties on Block 0600.

In November 2007, the City sold 108 W. Lexington Street, a four-story commercial building, to NY 47th Street Corporation (Mr. Boris Kalikhman) as part of the Market Center Urban Renewal. The property owner has meticulously restored the Lexington Street façade and constructed a jewelry store on the street level. The property owner seeks to create residential occupancy on the upper three levels, but has been prevented from doing so.

## MINUTES

BDC - cont'd

The building code requires a minimum of two remote means of egress to achieve life safety in the event of a fire. Without access to the rear, the property can achieve only a single exit on Lexington Street.

**(FILE NO. 56420)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the secondary egress easement agreement with NY 47th Street Corporation. The Comptroller **ABSTAINED.**

**MINUTES**

Mayor's Office of Human Services - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the U.S. Department of Housing and Urban Development (HUD) for the 2011 federal fiscal year.

**AMOUNT OF MONEY AND SOURCE:**

\$ 9,864,744.00 - 4000-496212-3571-591400-404001  
\$ 9,516,420.00 - 4000-496312-3571-591200-404001  
**\$19,381,164.00**

**BACKGROUND/EXPLANATION:**

HUD has provided 50 Supportive Housing Program renewal grants in the amount of \$9,864,744.00 and 19 Shelter Plus Care renewal grants in the amount of \$9,516,420.00 for a total of \$19,381,164.00 to the Mayor's Office of Human Services for the federal fiscal year 2011 Continuum of Care Homeless competition. The resulting contracts with providers, to whom these funds will be directed, will provide housing and supportive services to homeless individuals and families in Baltimore City.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant award from the U.S. Department of Housing and Urban Development (HUD) for the 2011 federal fiscal year.

**MINUTES**

Department of Transportation - Ratification of Expenditure  
of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify wireless internet services provided by Airband Communications, Inc. and approve and authorize an expenditure of funds.

**AMOUNT OF MONEY AND SOURCE:**

\$5,467.74 - 3001-000000-5011-382600-603026

**BACKGROUND/EXPLANATION:**

In August 2011, a former employee of the Department of Transportation ordered wireless internet service for three Department of Transportation maintenance facilities that were not wired. The selected vendor, Airband Communication, Inc. was not procured according to City standards. However, the company acted in good faith and provided service to the maintenance facilities. The Department of Transportation regrets the error and has taken appropriate steps to ensure that future purchases are properly processed.

<u>INVOICE NO.</u>	<u>INVOICE DATE</u>	<u>AMOUNT DUE</u>
SIO142525	08/19/11	\$ 561.29
SIO147365	10/01/11	\$ 600.00
SIO148640	10/24/11	\$ 106.45
SIO150382	11/01/11	\$ 600.00
SIO153758	12/01/11	\$ 900.00
SIO156781	01/01/12	\$ 900.00
SIO159819	02/01/12	\$ 900.00
SIO165335	03/02/12	\$ 900.00
		<u>\$5,467.74</u>

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board ratified the wireless internet services provided by Airband Communications, Inc. and approved and authorized an expenditure of funds.

**MINUTES**

Department of Transportation - Refund of Excess Proceeds  
from an Auction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve payment, by Expenditure Authorization, of the refund of excess proceeds from a City vehicle auction to the registered owner, Toyota Financial Services.

**AMOUNT OF MONEY AND SOURCE:**

\$5,270.00 - 1001-000000-1950-505215-401774

**BACKGROUND/EXPLANATION:**

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code (2000).

The registered owner and/or lien holder was properly notified that the vehicle was at the Towing Section, and the vehicle remained unclaimed. Therefore, the vehicle was sold at auction and the owner has requested the refund of the excess proceeds from the auction.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved payment, by Expenditure Authorization, of the refund of excess proceeds from a City vehicle auction to the registered owner, Toyota Financial Services.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 3 to Rummel, Klepper & Kahl, LLP, under Project No. 1161, On-Call Construction Project Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$152,104.34 - 3001-000000-6961-382300-603026

**BACKGROUND/EXPLANATION:**

This task assignment provides authorization for two Utility Street Cut Inspectors for the Department of Transportation, Maintenance Division to assist with daily inspections.

**APPROVED FOR FUNDS BY FINANCE**

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

**(FILE NO. 56533)**

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 3 to Rummel, Klepper & Kahl, LLP, under Project No. 1161, On-Call Construction Project Management Services.

**MINUTES**Bureau of Water and Wastewater - Employee Expense Reports**ACTION REQUESTED OF B/E:**

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

- |    |   |                      |
|----|---|----------------------|
| 1. | <b>EDWARD PERRY, SR.</b>  | <b>\$218.67</b>      |
|    | Account: 2071-000000-5471-609200-603002<br>October 2011 - Mileage                                     |                      |
| 2. | <b>DARVIN SPEDDEN</b>   | <b>\$365.19</b>      |
|    | Account: 2071-000000-5471-609100-603002<br>2071-000000-5471-609200-603002<br>October 2011 - Mileage   | \$311.91<br>\$ 53.28 |
| 3. | <b>DARVIN SPEDDEN</b>   | <b>\$290.27</b>      |
|    | Account: 2071-000000-5471-609100-603002<br>2071-000000-5471-609200-603002<br>December 2011 - Mileage  | \$ 73.85<br>\$216.42 |
| 4. | <b>BRUCE A. WORLEY</b>  | <b>\$ 99.35</b>      |
|    | Account: 2071-000000-5471-609100-603002<br>2071-000000-5471-609200-603002<br>September 2011 - Mileage | \$ 56.61<br>\$ 42.74 |
| 5. | <b>GARY FIELDS</b>  | <b>\$209.24</b>      |
|    | Account: 2071-000000-5471-609200-603002<br>December 2011 - Mileage                                    |                      |

The Division of Revenue Measurement and Billing inadvertently failed to have the above employees' mileage expense reports processed in time to be received by the Bureau of Accounting and Payroll Services within the 40 working days from the last calendar day of the month in which the expenses were incurred as directed by the Administrative Manual.

## MINUTES

BW&WW - cont'd

6. **REGINALD SHERDEN** **\$155.96**

Account: 2071-000000-5471-609200-603002  
November 2011 - Mileage

Mr. Sherden inadvertently failed to submit his mileage expense report in time to be processed and received by the Bureau of Accounting and Payroll Services within the 40 working days from the last calendar day of the month in which the expenses were incurred as directed by the Administrative Manual.

7. **PRAKASH MISTRY** **\$ 20.00**

Account: 3001-000000-5181-390700-603003  
November 2011 - Parking expenses

Mr. Mistry's expense report exceeded the deadline due to workload obligations, which resulted in the report being submitted after the deadline.

8. **ELAHEH ARSHAM** **\$ 20.00**

Account: 3001-000000-5181-390700-603003  
November 2011 - Parking expenses

Ms. Arsham inadvertently used an incorrect mileage rate on the report which required it to be sent back for correction. This delayed the report from being processed within the timeframe.

**MINUTES**

BW&WW - cont'd

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 expense reports for the foregoing employees. The President **ABSTAINED** on item nos. 1-8.

**MINUTES**

Bureau of Water and Wastewater - Amendment No. 1 to WC 1120

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Water Contract 1120, Guilford Pumping Station Rehabilitation Design, with Hatch Mott MacDonald, LLC. The amendment extends the period of the agreement through November 3, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On November 03, 2010, the Board approved the agreement with Hatch Mott MacDonald, LLC to design the Guilford Pumping Station Rehabilitation during a period of 18 months. During the design phase, unforeseen events occurred, which resulted in project delays.

The proposed Generator and Hypochlorite Building next to the Guilford Pumping Station was disapproved on December 13, 2011 by the Board of Commission for Historical & Architectural Preservation (CHAP). The consultant of this project needs the additional time to fully address and review comments on the design submittal. The Bureau is therefore requesting the time extension of the existing agreement for six months at no additional cost to the City.

**MINUTES**

BW&WW - cont'd

The consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commission.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Water Contract 1120, Guilford Pumping Station Rehabilitation Design, with Hatch Mott MacDonald, LLC. The President **ABSTAINED.**

**MINUTES**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 007 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1120J, On-Call Construction Management and Inspection Services for contracts WC 1160R and WC 1168.

**AMOUNT OF MONEY AND SOURCE:**

\$ 29,647.86 - 9950-904694-9557-900020-705032  
88,943.58 - 9950-904727-9557-900020-705032  
**\$118,591.44**

**BACKGROUND/EXPLANATION:**

Johnson, Mirmiran & Thompson, Inc. will provide on-site inspection services during the construction of Water Contract 1160R-Montebello Plant 2 Finished Reservoir Cover and Water Contract 1168, Deer Creek Pumping Station Improvements.

**APPROVED FOR FUNDS BY FINANCE**

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

**(FILE NO. 55986)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 007 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1120J, On-Call Construction Management and Inspection Services for contracts WC 1160R and WC 1168. The President **ABSTAINED.**

**MINUTES**

Bureau of Water and Wastewater - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with KCI Technologies, Inc. under Project No. 1108, Water System Audit and Condition Assessment of Water Infrastructure.

**AMOUNT OF MONEY AND SOURCE:**

\$498,345.66 - 9960-906643-9557-900020-703032

**BACKGROUND/EXPLANATION:**

On March 3, 2010, the Board approved a two-year agreement with KCI Technologies, Inc. for a Water System Audit and Condition Assessment of Water Infrastructure. On August 10, 2011, the Board approved amendment no. 1, which extended the agreement through March 3, 2013 and the upset limit was increased to facilitate design and construction phase services for improvements to the east and west metering facilities at the RG Steel Plant in Baltimore County.

Under the terms of amendment no. 2, the consultant will provide engineering services for tasks related to the water audit, including master meters calibration and data loggers, condition assessment of water mains, dashboard applications, etc.

All other terms and conditions of the original agreement remain unchanged.

**MBE/WBE PARTICIPATION:**

The consultant will continue to comply with all terms and conditions of the MBE/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

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

## MINUTES

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$289,000.00	9960-907638-9558	
Revenue Bonds	Constr. Res.	
	Water Audit	
211,000.00	" "	
<u>Counties</u>		
<b>\$500,000.00</b>	-----	9960-906643-9557-3
		Engineering

The funds are required to cover the cost for amendment no. 2 under Project No. 1108, Water System Audit and Condition Assessment of Water Infrastructure.

**(FILE NO. 57079)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to agreement with KCI Technologies, Inc. under Project No. 1108, Water System Audit and Condition Assessment of Water Infrastructure. The President **ABSTAINED.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

1588 - 1589

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1. TR 12318, I-83 at 29 <sup>th</sup> Street Repair	John Brawner Contracting Co.	\$1,997,975.00
---	---------------------------------	----------------

DBE: Road Safety, LLC	\$19,979.75	10.00%
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IT IS HEREBY CERTIFIED THAT PURSUANT TO ARTICLE VI § 11 (e) (ii) OF THE CITY CHARTER, THE DIRECTOR OF THE DEPARTMENT OF TRANSPORTATION AND OF THE DEPARTMENT OF PUBLIC WORKS REQUESTED AUTHORIZATION FROM THE DIRECTOR OF FINANCE TO PROCEED WITH AN EMERGENCY PROCUREMENT BECAUSE THE NATURE OF THE EMERGENCY WOULD ADVERSELY AFFECT THE PUBLIC WELFARE. THE DIRECTOR OF FINANCE FOUND THAT AN EMERGENCY EXISTED, IF NOT PROMPTLY REPAIRED WHICH WOULD HARM THE PUBLIC WELFARE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$ 600,000.00 FED	9950-919001-9509 Constr. Res. Highway	9950-907455- 9508-2 Contingencies JFX Emergency Work

This transfer will provide funds to cover the costs associated with the Project JFX Emergency Work, for emergency repair work to the I-83 roadway at 29<sup>th</sup> Street. There is a developing sink hole as a result of a drainage pipe collapse that is in immediate need of repair.

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$ 548,835.63 FED	9950-919001-9509 Constr. Res. Highway	9950-907455- 9508-6 Structure and Improve- ments - I-83 at 29 <sup>th</sup> Street Repair

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation

**TRANSFER OF FUNDS** - cont'd

This transfer will provide funds to award TR 12318 for emergency repair work to the I-83 roadway at 29<sup>th</sup> Street. There is a developing sink hole as a result of a drainage pipe collapse that is in immediate need of repair.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

1591 - 1596

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 no. 9.

MINUTES

PERSONNEL

Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>EARL W. MAISEL</b>	\$200.00 per scheduled examination, and \$100.00 each scheduled client no-show	<b>\$35,000.00</b>

Account: 1001-000000-2003-195500-603206

Mr. Maisel will continue to work as a Polygraph Examiner. He will be responsible for consulting with Background Investigators, assisting in developing an investigative plan for questioning as well as conducting scheduled polygraph examinations. Mr. Maisel will provide written evaluations of examinations, and develop intelligence liaisons with federal, state and local law enforcement agencies concerning the latest polygraph investigative methods. The period of the agreement is effective upon Board approval through March 31, 2013.

2. <b>JACQUELINE M. BARBOUR</b>	\$75.00	<b>\$15,000.00</b>
3. <b>JAIMIE A. SMITH</b>	\$75.00	<b>\$15,000.00</b>

Account: 4000-468211-2022-63700-601009

These retirees will work as Firearms Examiners. They will be responsible for the examination of bullets, bullet fragments, cartridges, and firearms used in crimes and will testify in court. The period of the agreement is May 1, 2012 through October 31, 2012.

**MINUTES****PERSONNEL**Police Department - cont'd4. Create the following 3 positions:

10216 - Grant Services Specialist  
Grade 919 (\$32,329.00 - \$51,282.00)  
Job No. To be assigned by BBMR

Costs: \$153,972.00 - 4000-469812-2024-212600-601001

Department of Human Resources5. a. Create the following Civil Service class:

33216 - Crime Laboratory Assistant  
Grade 082 (\$31,225.00 - \$36,934.00)

b. Create the following position:

33216 - Crime Laboratory Assistant  
Grade 082 (\$31,225.00 - \$36,934.00)  
Job No. To be assigned by BBMR

c. Abolish the following vacant position:

41179 - Community Service Officer  
Grade 080 (\$29,343.00 - \$34,518.00)  
Job No.: 2042-43563

Costs: \$43,715.00 - 1001-000000-2024-212600-601001

**MINUTES****PERSONNEL**Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
6. <b>SANTO L. GRILLO, Ph.D.</b>	\$50.00	<b>\$60,000.00</b>

Account: 2051-000000-1981-194600-601009

Mr. Grillo will continue to work as a Bio-Fuels Development Expert for the City Energy Office. His duties will include, but are not limited to researching and developing types of funding sources specific to clean and renewable energy technologies and providing written text for grant submittals. He will conduct analysis for utilization of waste for fuels production and production of fuels from algae. He will also analyze the health and safety impacts and costs related to current City practices such as street cuts and other areas which assist with calculating the payback for City investments in sustainable practices. He will also submit weekly progress reports and meet to discuss any and all grant submittals for approval prior to submission. The period of the agreement is effective upon Board approval for one year.

State's Attorney's Office

7. <b>CYNTHIA STEVENSON</b>	\$26.99	<b>\$32,388.00</b>
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Account: 1001-000000-1151-117900-601009

Ms. Stevenson, retiree, will continue to work as a Contract Service Assistant II (Secretary). Her duties will include, but will not be limited to entering data into various judicial system and in-house databases for defendants' case status, court date and location, and typing and processing legal documents. She will develop and maintain varied and complex confidential files and record systems, etc. The period of the agreement is May 11, 2012 through May 10, 2013.

## MINUTES

PERSONNELState's Attorney's Office

	<u>Hourly Rate</u>	<u>Amount</u>
8. DENISE LESNIEWSKI	\$28.34	<b>\$34,008.00</b>

Account: 1001-000000-1150-118000-601009

Ms. Lesniewski, retiree, will continue to work as a Secretary. She will be responsible for managing a database that tracks lab results from the Police Department to assure that prosecutors throughout the Office of the State's Attorney know the status of each request in preparing for trial. She will also track post conviction petitions, DNA conviction petitions, and Actual Innocence petitions, motions to reopen post conviction petitions, and various new trial motions. The period of the agreement is May 11, 2012 through May 10, 2013.

Office of the Mayor

9. Reclassify the following filled position:

Job No. 3540-15971

From: 00180 - Administrative Assistant  
Grade 941 (\$49,400.00 - \$84,800.00)

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

Costs: \$11,250.00 - 1001-000000-3540-326400-601001

MINUTES

PERSONNEL

Health Department

Hourly Rate      Amount

10. Create the following position:

81113 - Social Worker II  
Grade 092 (\$45,992.00 - \$56,004.00)  
Job No. to be determined by BBMR

Cost: \$66,690.00 - 5000-518612-3160-308000-601001

Department of Recreation and Parks

11. **JALEEL NASH**                      \$25.17                      **\$24,000.00**

12. **SCOTT D. MYERS**                      \$25.17                      **\$24,000.00**

Account: 3001-000000-5051-385300-601009

Messrs. Nash and Myers will each continue to work as Urban Forestry Specialists in the Forestry Division of the Bureau of Recreation and Parks. Their duties will include, but will not be limited to performing hazardous tree assessments using an ANSI accepted Tree Risk Rating System for all City-owned trees. They will identify required tree care to mitigate urgent and hazardous conditions that threaten the public's safety, work with community organizations to promote green infrastructure and the management of tree populations, and monitor and update the CSR system and coordinate tree maintenance and planting contracts. The period of the agreement is May 4, 2012 through November 3, 2012.

**MINUTES****PERSONNEL**Department of Recreation and Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
13. <b>KATHERINE BROWER</b>	\$35.00	<b>\$63,700.00</b>

Account: 5000-578711-4711-361870-601009

Ms. Brower will continue to work as an Urban Planner in the Capital Development Division. Her duties will include, but will not be limited to developing constituency-based Citywide Master Plans for the City's park system and recreation facilities and designing and conducting surveys and analyzing data to assess community needs. Ms. Brower will represent the Department on issues involving park planning that impact other agencies and act as the Department's liaison with community groups and local non-profits. The period of the agreement is April 27, 2012 through April 26, 2013.

**MINUTES**

Law Department/Department of Planning- Settlement Agreement and Mutual Release and First Amendment to Pedestrian Promenade Agreement and Grant of Easement Rights

**ACTION REQUESTED OF THE B/E:**

The Board is requested to approve and authorize execution of a settlement agreement and mutual release with Moorings at Canton Homeowners Association Inc. (HOA), Moorings at Canton, LLC (MAC), Lighthouse Point Realty, LLC, East Harbor Family LLC, and the individual homeowners.

The Department of Planning requests the Board to approve the form of Exhibit D of the Settlement Agreement and Mutual Release, the First Amendment to Pedestrian Promenade Agreement and Grant of Easement Rights (amended promenade easement agreement) with the Moorings at Canton Homeowners Association, Inc. with approval of Shipyard Marina, LLC, Shipyard Marina II, LLC and Lighthouse Point Realty, LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$400,000.00 - 1001-000000-1220-145900-603021  
City's contribution to construction costs

**BACKGROUND/EXPLANATION:**

The proposed settlement agreement and mutual release will resolve a case filed in the Circuit Court of Baltimore City. To resolve a dispute between the Developer, Moorings at Canton LLC and the HOA regarding the Developer's construction of an appropriate waterfront promenade, the Developer and the Planning Department have agreed that a new promenade could be constructed supported by piers along a section of the Light Point Planned Unit Development. The new promenade will extend westward off of the bulkhead and be supported by piers along its length.

## MINUTES

Law Department/Department of Planning - cont'd

The construction costs for the new promenade are estimated to exceed \$1,000,000.00. The City will contribute \$400,000.00 to the cost of construction of the new promenade with the remaining portion, approximately \$600,000.00 or more to be paid by the developer. All funds to be pay for construction costs will be deposited in an escrow account.

The HOA will pay for and complete repairs to their bulkhead to allow the new promenade to be attached for lateral support. The City will be given a new easement for the use of the new promenade and all maintenance, repair and replacement cost will be borne by the HOA. The City will relinquish its old easement rights at the site and all of the individual homeowners that have property abutting the City's old easement will be permitted to keep their patios and second floor balcony support columns. The City will not release the old easement until the Developer has made an initial deposit into the construction escrow account equal to the difference between the City's contribution and the contract price to construct the new promenade.

The Department of Planning supports the settlement agreement and requests that the Board approve the form of the amended promenade easement agreement (Exhibit D to the settlement and release agreement). The original promenade easement agreement was entered into on October 16, 2002.

This matter relates to the City's claim that the Developer of the Moorings Townhouse project (project) located off of Boston Street in Canton violated certain zoning and urban renewal requirements when it failed to construct a landside promenade in a certain portion of the project over which the City holds an easement.

In addition to the City and the Developer, the parties to the litigation and to the settlement include the HOA, which now owns the real property wherein the landside promenade was to be constructed, and certain individual homeowners who own rear patios and/or columns supporting rear decks which encroach the City's promenade easement area.

**MINUTES**Law Department/Department of Planning - cont'd

The new promenade that will be constructed will be pier based with brick paving and benches to be attached to the waterside of the bulkhead of the HOA's property and to connect with the existing landside promenade at the north and south portions of the Moorings development. This new promenade will replace an existing and deteriorated floating promenade which will be removed.

The Developer will be responsible for construction management and paying all change orders.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, and the City's need to have a fixed promenade completed at this portion of the Canton waterfront that will both benefit the citizens and satisfy the Developer's promenade construction obligation, approval of this settlement is recommended to the Board.

**MBE/WBE PARTICIPATION:**

The Developer has agreed to make all reasonable and good faith efforts to adhere to the goals of the MBE/WBE Program because the City is contributing to the construction costs.

**APPROVED FOR FUNDS BY FINANCE****(FILE NO. 57310)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the settlement agreement and mutual release with Moorings at Canton Homeowners Association Inc. (HOA), Moorings at Canton, LLC (MAC), Lighthouse Point Realty, LLC, East Harbor Family LLC, and the individual homeowners. The Board further approved the form of Exhibit D of the Settlement

**MINUTES**

Law Department/Department of Planning - cont'd

Agreement and Mutual Release, the First Amendment to Pedestrian Promenade Agreement and Grant of Easement Rights (amended promenade easement agreement) with the Moorings at Canton Homeowners Association, Inc. with approval of Shipyard Marina, LLC, Shipyard Marina II, LLC and Lighthouse Point Realty, LLC. The President Voted **NO**. The Comptroller **ABSTAINED**.

President: "There be no more business before the Board, the Board will recess until bid opening at 12 noon."

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

## MINUTES

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 agency issued an addendum extending the date for receipt and opening of bids on the following contract. There were no objections.

Bureau of Purchases - Citywide Towing Services  
**BIDS TO BE RECV'D: 05/09/2012**  
**BIDS TO BE OPENED: 05/09/2012**

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 - B50002315, Unarmed Uniformed Security  
Guard Services

FJC Security Services, Inc.  
U.S. Security Associates, Inc.  
C&D Enterprises, Inc. d/b/a  
C&D Security  
Watkins Agency, Inc.

## MINUTES

Abacus Corporation

\*Allied Barton Security Services  
G4S Secure Solutions (USA), Inc.  
Red Coats, Inc. d/b/a Admiral  
Security Services

\*UPON FURTHER MOTION, the Board found the bid of Allied Barton Security Services **IRREGULAR**, because of the company's failure to proffer the bid guarantee in the form mandated by the solicitation instructions and the City Charter.

Bureau of Purchases - B50002370, TV Unit Camera Equipment

Atlantic Machinery, Inc.  
RS Technical Services, Inc.  
Maryland Industrial Trucks

Bureau of Purchases - B50002385, Aluminum Sheets (5052-H38)

Goodrum International  
Custom Products Company  
Shannon-Baum Signs, Inc.  
US Standard Sign  
Vulcan Aluminum

Bureau of Purchases - B50002386, Recreational Vehicle and  
Motor Home Repairs

NO BIDS WERE RECEIVED.

1603

BOARD OF ESTIMATES

04/25/2012

**MINUTES**

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, May 1, 2012.

JOAN M. PRATT  
Secretary