

## 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  
Rudolph S. Chow, Director of Public Works - **ABSENT**  
David E. Ralph, Deputy City Solicitor  
S. Dale Thompson, Deputy Director of Public Works  
Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

President: "Before we go any further, I'd like to recognize City Councilwoman Clarke, who has joined us this morning. Welcome Councilwoman. I will direct the Board members attention to the memorandum from my office dated June 9, 2014, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

City Solicitor: "MOVE 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. In the interest of promoting the order and efficiency in these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately."

## MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

AB Construction, Inc.	\$ 1,500,000.00
Barco Enterprises, Inc.	\$ 7,083,000.00
Brown's Communications, Inc.	\$ 1,500,000.00
Graciano Corporation	\$ 6,606,000.00
Marine Technologies, Inc.	\$ 8,000,000.00
MEB General Contractors, Inc.	\$171,594,000.00
Paige Industrial Services, Inc.	\$ 16,191,000.00
Shaney Construction Company, Inc.	\$ 25,587,000.00
Worcester Eisenbrandt, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Biohabitats, Inc.	Engineer
DM Enterprises of Baltimore	Engineer
Phoenix Engineering, Inc.	Engineer Land Survey

MINUTES

BOARDS AND COMMISSIONS - cont'd

There being no objection, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

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

2071 - 2073

All of the EWOs had been reviewed and approved  
by the Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved  
SUBJECT to receipt of a favorable report  
from the Planning Commission,  
the Director of finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation

1. EWO #001, \$336,817.20 - TR 13307, Resurfacing Highways at Various Locations Southeast-Sector IV  

\$3,043,412.09	-	P. Flanigan & Sons, Inc.	245	-
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This authorization is necessary to increase the existing bid items to satisfy the time and material needed to complete the locations that were added to the contract at Biddle St. from Aisquith St. to Homeland Ave. and Central Ave. from Madison St. to Biddle St. The Notice to Proceed was effective 08/26/13 with a completion date of 06/22/14. The additional 245 days extends the completion date to 02/22/15.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 74,099.78	9950-904216-9514	
General	Local Resurfacing	
Fund	Southeast	
296,399.14	9950-944002-9507	
<u>Federal</u>	Constr. Reserve -	
	Reserve for Closeout	
<b>\$370,498.92</b>	-----	9950-900854-9514-2
		Contingencies
		Resurfacing
		Highways, SE,
		Sector IV

This transfer will fund costs associated with the Change Order No. 1 to the Project TR 13307, Resurfacing Highways at Various Locations SE, Sector IV.

**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation - cont'd

3. EWO #007, (\$25,888.36) - TR 02398, Rehabilitation of  
Argonne Drive Bridge over Herring Run  
 \$5,676,777.00 \$1,077,658.51 American - -  
 Infrastructure

This authorization is necessary for payment of overrun items, deductions of amounts not paid due to underrun or not used items, and to balance out the contract.

Bureau of Water and Wastewater

4. EWO #003, \$400,000.00 - S.W.C. 7763, Drainage Repair and  
Improvements at Various Locations  
 \$1,178,378.00 \$5,449.75 Allied Con- 180 -  
 tractors, Inc. CCD

In order to continue providing services for the City CSR System's, Urgent Need Requests until a new contract is awarded, Storm Water Engineering is requesting a 180 consecutive calendar day time extension and the addition of \$400,000.00 in funds be added to S.W.C. 7763, Drainage Repair and Improvements at Various Locations. The current contract completion date is June 19, 2014. The new contract completion date will be December 15, 2014.

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$500,000.00	9958-904099-9522	9958-907102-9520-2
State Con-	Constr. Reserve	Extra Work
struction	Small Storms Drains	

This transfer will cover the costs of extra work for SWC 7763, Drainage Repairs at Various Locations.

## MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

- |  |                |                                |   |   |
|--|----------------|--------------------------------|---|---|
| 6. EWO #034, \$66,931.11 - W.C. 1168, Deer Creek Pumping<br>Station Improvements |                |                                |   |   |
| \$23,320,000.00  | \$1,059,525.17 | Ulliman Schutte<br>Constr. LLC | - | - |

## 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. 1031 S. Charles St.	Recd Realty, LLC	Retain metal awning 13' x 2'
Annual charge: \$ 70.30		
2. 1200 S. Charles St.	Explorer Assocs., Inc.	Retain two flat signs 8' x 1' and 14' x 1'
Annual charge: \$ 52.80		
3. 2001 E. Monument St.	Prestige Enterprises, LLC	Retain two single face electric signs 3' x 3' and 17½' x 2', two awnings 24'6" x 3' and 10'4" x 3', six fluorescent tubes, four spot reflectors
Annual charge: \$717.78		
4. 2049 E. Monument St.	JK Investments 11, LLC	Retain awning w/ signage 13½' x 3', one double face electric sign 5' x 3'
Annual charge: \$200.38		



## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 2051 E. Monument St.	JK Investments 11, LLC	Retain awning w/signage 15' x 4', four tubes
Annual charge: \$270.50		
6. 1429 Aliceanna St.	700 South Caroline, LLC	One bracket sign 3.63 sq. ft., two flat signs 43.2 sq. ft. ea.
Annual charge: \$113.18		
7. 3326 Foster Avenue	David Tobash	Outdoor seating 35' x 3'
Annual charge: \$687.50		
8. 1022 Baylis Street	Del Mar's Recap, LLC	One set of steps 3' x 9', one oriel window 3' x 9', garage extension 18' x 4'
Annual charge: \$667.90		
9. 1649 S. Hanover St.	Frank R. Shaulis	Retain flat 10' x 3' and 10' x 2' mansard cornice w/6 recessed lights 34' x 2', two exhaust vents display case 1'5" x 1'10"
Annual charge: \$966.80		

## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
10. 2310 Boston St.	2310 Boston Street, LLC	Retain two flat signs 10' x 1½' each, ten spot reflectors
Annual charge: \$246.40		
11. 111 W. Heath St.	111 Heath Lofts, LLC	Two sets of steps
Flat charge: \$ 70.40		
12. 801 W. 36 <sup>th</sup> Street	Chestnut Realty, LLC	Outdoor seating 40' x 2'
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 - Developers' Agreements

The Board is requested to approve and authorize execution of the various developers' agreements.

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	<b>GUERRILLA ARCHITECTURE, LLC</b>	<b>1311</b>	<b>\$59,180.00</b>

Guerilla Architecture, LLC would like to install new utilities to their proposed new residences, located in the 3400 block of Roland Avenue. This agreement will allow Guerilla Architecture, LLC to do its own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$59,180.00 has been issued to Guerilla Architecture, LLC which assumes 100% of the financial responsibility.

2.	<b>NORTH AVENUE ARTS, LLC,</b>	<b>1345</b>	<b>\$40,135.00</b>
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North Avenue Arts, LLC would like to install new utilities to their proposed new residences located in the vicinity of 120 West North Avenue. This agreement will allow the North Avenue Arts, LLC to do its own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$40,135.00 has been issued to North Avenue Arts, LLC which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for the projects, therefore, MBE/WBE participation is not applicable.

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

**MINUTES**

Department of Recreation and Parks - Donation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Donation Agreement with The Cupid Foundation, Inc. (Foundation) and Sparks@Play, LLC. The period of the Donation Agreement is May 28, 2014 through Final Acceptance of the Project by the City.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Cupid Foundation, Inc. and Sparks@Play, LLC will install a new playground structure and safety surfacing at Latrobe Park. The construction cost is approximately \$285,000.00. The Foundation agrees to donate the entire cost of the project. The Foundation is collaborating with Baltimore City Department of Recreation and Parks to design and facilitate the installation of a new playground structure at Latrobe Park.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Donation Agreement with The Cupid Foundation, Inc. and Sparks@Play, LLC.

**MINUTES**

Department of Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Waterfront Partnership of Baltimore, Inc. (Waterfront Partnership). The period of the Grant Agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$16,000.00 - 9905-926005-9188-900000-703032

**BACKGROUND/EXPLANATION:**

The Waterfront Partnership is a non-profit organization that has previously contracted with the City to create Pierce's Park, a new waterfront park in the Inner Harbor focused on green design and public education.

Under this agreement, Waterfront Partnership will install 75 oyster cages in Baltimore City's Inner Harbor, train at least 50 volunteers to maintain them, install educational signage, transport the mature oysters to the Fort Carroll Oyster Sanctuary, and educate the public about the role of marine life in water quality.

**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 Grant Agreement with the Waterfront Partnership of Baltimore, Inc. (Waterfront Partnership). The Mayor **ABSTAINED**.

**MINUTES**

Department of Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the State of Maryland Department of Natural Resources Critical Area Commission. The period of the Grant Agreement is July 1, 2014 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$11,000.00 - 5000-507415-1875-517600-600000

**BACKGROUND/EXPLANATION:**

This grant will extend the State's support for the City's Critical Area Management Program. The State has provided support for this project since 1988 and there is no local match required. The funds will be used to help offset the operating costs incurred by the Department in ensuring the City's compliance with State Chesapeake Bay Critical Area regulations.

**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 Agreement with the State of Maryland Department of Natural Resources Critical Area Commission.

**MINUTES**Baltimore Development Corporation - Land Exchange Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Exchange Agreement with the Maryland General Hospital, Inc., for the City-owned property located at 890 Linden Avenue.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The City owns property located at 890 Linden Ave. (Ward 11, Section 9, Block 501, Lots 37 and 38) comprising approximately 0.026 acres. Maryland General Hospital, Inc. owns a strip of land along the southeast side of Martin Luther King, Jr. Boulevard approximately 0.019 acres.

The City wishes to acquire the property owned by Maryland General Hospital, Inc. to accommodate a proposed street-widening of Martin Luther King, Jr. Boulevard at that location. Maryland General Hospital, Inc. wishes to acquire the property owned by the City for the construction of a proposed Ambulatory Care Center on Maryland General Hospital, Inc. property and adjacent to the City-owned parcel.

Maryland General Hospital, Inc. will grant the City, the fee simple title to 0.019 Acres of privately-owned property along the southeast side of Martin Luther King, Jr. Boulevard.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Exchange Agreement with the Maryland General Hospital, Inc., for the City-owned property located at 890 Linden Avenue.

**MINUTES**

Baltimore Development Corporation - 2013 Audit Financial  
Statements

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the December 31, 2013 Audited Financial Statements of the Baltimore Hotel Corporation pursuant to Ordinance 05-128.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 11, 2006, the Board approved and authorized the appropriation of \$305 million in tax-exempt revenue bonds for the development and construction of a 757 room Convention Center Hotel, known as The Hilton Baltimore which is owned by the Baltimore Hotel Corporation (BHC) a non-profit corporation and operated by the Hilton Hotels Corporation.

The BHC was formed to assist the City in accomplishing an essential governmental function of enhancing economic development within the City by promoting and expanding the use of the Baltimore Convention Center. The Hotel promotes the health, safety and general welfare of the residents of the City, increases commerce and industry, enhances economic development within the City and advances the efficiency of citizens.

The audit was performed by the accounting firm of Clifton Larson Allen and was prepared in accordance with auditing standards generally accepted in the United States of America.



**MINUTES**

Baltimore Development Corporation - cont'd

On April 25, 2014, the BHC Board of Directors voted unanimously to accept the December 31, 2013 audited financial statements as presented.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the December 31, 2013 Audited Financial Statements of the Baltimore Hotel Corporation pursuant to Ordinance 05-128.

**MINUTES**

Parking Authority of Baltimore City - Parking Facility  
Rate Increase

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the parking facility rate increase at the Caroline Street Garage.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

The PABC performed a survey of parking rates in the areas surrounding the Caroline Street Garage. The rate survey confirmed that the fees charged to parkers at this facility are generally lower than fees charged at other parking facilities within the area. The last monthly rate increase was April 2013. To bring the rates charged at the Caroline Street Garage in line with its surrounding facilities, the PABC staff developed the proposed rate change. This rate change was unanimously approved by the PABC Board of Directors.

Location	Proposed Transient Rate Changes		Proposed Monthly Rate Changes	
Caroline Street Garage	Regular Transient Rates		Current	Proposed
		<u>Current</u>	<u>Proposed</u>	
	Up to 1 Hr .	\$ 5.00	\$ 6.00	No proposed rate changes
	Up to 2 Hrs.	\$ 6.00	\$ 7.00	
	Up to 3 Hrs.	\$ 7.00	\$ 8.00	
	Up to 4 Hrs.	\$ 8.00	\$ 9.00	
	Up to 5 Hrs.	\$ 9.00	\$10.00	
	6 to 12 Hrs.	\$ 12.00	\$13.00	
	Up to 24 Hrs.	\$ 13.00	\$14.00	

**MINUTES**

Parking Authority of Baltimore City - cont'd

The Board is requested to approve and authorize the parking facility rate increase at the Caroline Street Garage.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the parking facility rate increase at the Caroline Street Garage.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |   |             |         |
|---|-------------|---------|
| 1. REHYA HEALTH SPECIFICS, INC.   | \$12,000.00 | Renewal |
| Solicitation No. B50002444 - Monthly Delivery of Prescriptions to CARE Clients - Health Department - Req. No. P520801 |             |         |

On July 3, 2012, the City Purchasing Agent approved the initial award in the amount of \$5,581.00. The award contained two 1-year renewal options. On June 25, 2013, the City Purchasing Agent approved the first renewal in the amount of \$5,581.00. On February 20, 2014, the City Purchasing Agent approved an increase in the amount of \$6,000.00. This second renewal in the amount of \$12,000.00 is for the period July 2, 2014 through July 1, 2015.

- |  |             |          |
|--|-------------|----------|
| 2. TIPCO TECHNOLOGIES, INC.  | \$10,000.00 | Increase |
| Solicitation No. 07000 - Band-It Materials - Department of Transportation - Req. No. R601393 |             |          |

On August 8, 2012, the City Purchasing Agent approved the initial award in the amount of \$10,000.00. The award contained two 1-year renewal options. On May 17, 2013, the City Purchasing Agent approved an increase in the amount of \$5,000.00. On August 23, 2013, the City Purchasing Agent approved a renewal in the amount of \$9,000.00. This increase in the amount of \$10,000.00 is for the period August 8, 2013 through August 5, 2014, with one 1-year renewal option.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 3. JAY'S RESTAURANT

GROUP, INC.	\$10,000.00	Increase
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Solicitation No. B50003317 - Food for the DOT Yard for Snow Emergencies (A and B shift) - Department of Transportation - Req. No. R651828

On December 27, 2013, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. On April 30, 2014, the City Purchasing Agent approved an increase in the amount of \$10,000.00. This increase in the amount of \$10,000.00 will make the award amount \$40,000.00. The contract expires on December 31, 2014.

## 4. ROY KIRBY &amp; SONS, INC. \$37,100.00 Low Bid

Solicitation No. B50003539 - Squad 54 Kitchen Renovations - Department of General Services/Fire Department - Req. No. R664347

The period of the award is June 11, 2014, through completion (65 days from the P.O. date).

## 5. ROY KIRBY &amp; SONS, INC. \$35,822.00 Low Bid

Solicitation No. B50003536 - Engine 51 Kitchen Renovations - Department of General Services/Fire Department - Req. No. R664346

The period of the award is June 11, 2014 through completion (65 days from the P.O. date).

## 6. ROY KIRBY &amp; SONS, INC. \$48,313.00 Low Bid

Solicitation No. B50003540 - Engine 2 Kitchen Renovations and Bathroom Relocation - Department of General Services/Fire Department - Req. No. R664321

The period of the award is June 11, 2014 through completion (65 days from the P.O. date).

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 7. MARTY'S AUTO PAINT

SUPPLY, INC.	\$200,000.00	Selected Source
Solicitation No. 06000 - Automotive Paint and Supplies - Department of General Services, Fleet Management - Req. No. R654131		

Vendors were solicited by posting on Citibuy, eMaryland Marketplace and in local newspapers as Solicitation B50003420 with no bids received. Vendors were again solicited by posting on Citibuy, eMaryland Marketplace and in local newspapers as Solicitation B50003485 again with no bids received. After numerous vendors were contacted, only the recommended vendor expressed interest in doing business with the City. The vendor's price is considered fair and reasonable. The above amount is the City's estimated requirement.

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.

**MWBOO GRANTED A WAIVER.**

## 8. HIGHER GROUND

TRANSPORTATION SERVICES, INC.	\$ 0.00	Ratification and Renewal
Solicitation No. B50002253 - Provide Van Transportation for Infants and Toddlers Program - Health Department - P.O. No. P520136		

On April 4, 2012, the Board approved the initial award in the amount of \$125,322.78. The award contained four 1-year renewal

## 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

options. On March 14, 2013, the City Purchasing Agent approved an increase in the amount of \$41,511.00. On April 17, 2013, the Board approved an increase and renewal in the amount of \$166,834.00. The period of the ratification is May 1, 2014 through June 11, 2014. The period of the renewal is June 12, 2014 through April 30, 2015, with two 1-year renewal options. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 9. VIP SPECIAL SERVICES,<br>LLC  | \$100,000.00 | Renewal |
| Contract No. B50001905 - Services for Windows and Trusses<br>Cleaning - Baltimore Convention Center - P.O. No. P517667 |              |         |

On June 22, 2011, the Board approved the initial award in the amount of \$54,530.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$100,000.00 is for the period July 13, 2014 through July 12, 2015. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 10% MBE AND 5% WBE.****MWBOO GRANTED A WAIVER BASED ON A GOOD FAITH EFFORT.**

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Mayor **ABSTAINED** on item no. 9. The Comptroller **ABSTAINED** on item no. 8.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2091 - 2093

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.

The Mayor **ABSTAINED** on item no. 1.

Item no. 3 was **DEFERRED** for one week.

**PROTESTS WERE RECEIVED FROM MS. KIM TRUEHEART FOR ITEM NOS. 1-3.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.



## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>		
1. \$ 2,487.82 19 <sup>th</sup> EDF	9910-901876-9600 Constr. Reserve Ind. Park Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
626.39 19 <sup>th</sup> EDF	9910-902875-9600 Constr. Reserve Bus. & Tech. Init.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
1,171.65 20 <sup>th</sup> EDF	9910-901880-9600 Constr. Reserve Open/Public Space Improv.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
1,380.90 20 <sup>th</sup> EDF	9910-902483-9600 Constr. Reserve S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
305.55 20 <sup>th</sup> EDF	9910-903354-9600 Constr. Reserve W. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
9,999.75 21 <sup>st</sup> EDF	9910-901860-9600 Constr. Reserve Ind. & Coml.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
2,234.78 21 <sup>st</sup> EDF	9910-903354-9600 Constr. Reserve W. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
3,231.03 22 <sup>nd</sup> EDF	9910-902873-9600 Constr. Reserve Brownfield Incentive Fund	9910-903483-9601 S. Balto. Ind. & Coml. Dev.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
14,562.13	9910-920994-9600	9910-903483-9601
<u>23<sup>rd</sup> EDF</u>	Constr. Reserve	S. Balto. Ind. &
	Citywide Ind. Dev.	Coml. Dev.
<b>\$ 36,000.00</b>		

This transfer will provide funds towards the improvement of fencing on the Fort Avenue Bridge over Key Highway located in the Locust Point neighborhood of Baltimore City. This project is being undertaken by the Mayor's Office, Baltimore Development Corporation, the Department of Transportation, Under Armour, and in conjunction with the Locust Point community to make aesthetic improvements in the neighborhood.

2. \$ 3,547.50	9910-903354-9600	9910-904354-9601
21 <sup>st</sup> EDF	Constr. Reserve	W. Balto. Ind. &
	W. Balto. Ind. &	Coml. Dev.
	Coml. Dev.	
125.00	9910-903354-9600	9910-904354-9601
22 <sup>nd</sup> EDF	Constr. Reserve	W. Balto. Ind. &
	W. Balto. Ind. &	Coml. Dev.
	Coml. Dev.	
1,753.00	9910-917016-9600	9910-903483-9601
24 <sup>th</sup> EDF	Constr. Reserve	S. Balto. Ind. &
<b>\$ 5,425.50</b>	Holabird Ind. Park	Coml. Dev.

This transfer will provide funds to reimburse BDC for eligible capital expenses for the month ending April 30, 2014.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
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Baltimore Development Corporation - cont'd

3. \$ 27,500.00	9910-906983-9600	9910-907983-9603
20 <sup>th</sup> EDF	Constr. Reserve	Arts & Entertainment
	Arts & Entertain-	Initiative
	ment Initiative	

This transfer of funds to the Baltimore Office of Promotion and the Arts is to assist in the funding of the painting of a mural on the Fitchco building located at 2201 Russell Street which is off of Interstate 295. This is part of the "Love Letters to Baltimore" mural project that will include five through ten murals throughout the City.

Bureau of Water & Wastewater

4. \$ 147,407.00	9960-936001-9558	
Water Revenue	Constr. Reserve	
Bonds	Unallocated	
102,593.00	9960-907158-9558	
County	Constr. Reserve	
<u>Appropriations</u>	Earthen Dam	
	-----	9960-907140-9557-900020-3
<b>\$250,000.00</b>		Engineering

The funds are required to cover the cost of Project 1182.2W, Environmental Engineering Services - Task 1.

## Kim A. Trueheart

June 10, 2014

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 lack of vision, poor fiscal and asset management and a complete failure by the Mayor of Baltimore City and the Baltimore Development Corporation (BDC) to negotiate development deals on behalf of citizens that provide economic benefit to citizens instead of corporations.

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

1. Whom you represent: Self
2. What the issues are:
  - a. Page 21, Item #1, Baltimore Development Corporation (BDC) – TRANSFER OF FUNDS, if approved:
    - i. This transfer appears to request a \$ 36,000.00 contribution by taxpayers for a public – private initiative;
    - ii. This transfer fails to disclose the contribution of the various other partners involved in this project;
      1. Please provide access to the document(s) which delineates the financial contributions of the various other partners involved in this project;
    - iii. The use of 9 different budget elements to fund this project implies that this is not an initiative that was derived from an existing master plan or similar long term planning process, but a rather haphazardly pieced together initiative;
      1. Please provide access to the planning document which substantiates/approved this project for inspection;
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this apparent haphazard expenditure of scarce municipal funds.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)  
5519 Belleville Ave  
Baltimore, MD 21207

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

Sincerely, Kim Trueheart, Citizen

5519 Belleville Ave  
Baltimore, MD 21207

## Kim A. Trueheart

June 10, 2014

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 lack of vision, poor fiscal and asset management and a complete failure by the Mayor of Baltimore City and the Baltimore Development Corporation (BDC) to negotiate development deals on behalf of citizens that provide economic benefit to citizens instead of corporations.

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

1. Whom you represent: Self
2. What the issues are:
  - a. Page 22, item #2, Baltimore Development Corporation (BDC) – TRANSFER OF FUNDS, if approved:
    - i. This transfer appears to provide scarce tax-payer funds to sustain the monthly expenditures for a municipal entity which has proven to provide NO benefit to the neighborhoods of Baltimore City.
    - ii. Prior to 2012 BDC was chiefly self sustaining, using a portion of funds from the various commercial projects it supported to sustain its operational needs, however this practice ended with the onset of the economic downturn;
      1. Please provide for inspection the documents delineating the “eligible capital expenses for the month ending April 30, 2014”;
      2. BDC should again be tasked by the BOE to develop a strategy to become a self-sustaining entity thus eliminating the use of general funds for its operations.
      3. Please provide for inspection the documents delineating the capital expenses for the BDC for FY 2013 and FY 2014 to date.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this continued monthly sustaining of the NO valued added municipal entity.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)

5519 Belleville Ave  
Baltimore, MD 21207

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

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

Sincerely, Kim Trueheart, Citizen

5519 Belleville Ave  
Baltimore, MD 21207

## Kim A. Trueheart

June 10, 2014

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 questionable management and administration by the Mayor of Baltimore City and the various Departments and Agencies.

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 23, Item #3, Baltimore Development Corporation (BDC) – TRANSFER OF FUNDS, if approved:
    - i. With the alleged budget shortfalls anticipated again next fiscal year this agreement appears to be completely inappropriate considering the reported \$50,000.00 investment made in a mural installation on a set of buildings slated for demolition;
      1. Please provide access to the document which details the “Love Letters to Baltimore” mural project;
      2. Please provide access to the document which details the FY 2014 and FY 2015 budgets for the “Love Letters to Baltimore” mural project.
    - ii. These funds would better serve the public good if they were reallocated to keep recreation centers open with quality programs and services for our most vulnerable populations.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I have witnessed questionable management and administration of scarce municipal funds by the Baltimore Development Corporation. The action serves to demonstrate the lack of a sound logical investment strategy of our scarce funds which directly results in poor, reduce or the absence of services supporting residents like myself due to these actual failings.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

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

Sincerely,  
Kim Trueheart, Citizen & Resident

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)  
5519 Belleville Ave  
Baltimore, MD 21207



## MINUTES

Department of Public Works - Employee Expense Reports**ACTION REQUESTED OF B/E:**

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

1. **ERIKA PURNELL** **\$ 44.27**

Account: 1001-000000-1901-191200-603002  
March 2014

The reimbursement is late because the employee delayed submitting the request.

2. **BRANDI WELSH** **\$ 49.86**

Account: 1001-000000-1901-191200-603002  
March 2014

The reimbursement is late because the employee delayed submitting the request.

3. **TIFFANY G. WALKER** **\$ 43.62**

Account: 1001-000000-1901-191200-603002  
March 2014

The reimbursement is late because the employee delayed submitting the request.

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.

BOARD OF ESTIMATES

2095

06/11/2014

**MINUTES**

Department of Public Works - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the various expense reports for the aforementioned employees.

## 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. Priority Trust, LLC	913 N. Collington Avenue	G/R \$60.00	\$ 500.00
2. William A. Grant	908 and 910 N. Castle Street	G/R \$30.00 ea.	\$ 550.00
3. Dorothy R. Wolfe and Bruce Knott, Personal Representative of the Estate of Clara Hensler	2028 Ashland Ave. 2040 Ashland Ave.	G/R \$42.00 G/R \$36.00	\$ 715.00

Funds are available in account 9910-906409-9588-900000-704040, EBDI Phase II Project.

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.

UPON MOTION duly made and seconded, the Board approved and authorized the option agreements.

**MINUTES**

Department of Finance - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a reimbursement to Mr. Douglass Kerr for the expense incurred for attending a Risk & Insurance Management Society Meeting and a Maryland Self-Insurers' & Employers' Compensation Association seminar for educational purposes during the months of August and October 2013.

**AMOUNT OF MONEY AND SOURCE:**

62.15 - Mileage  
6.00 - Parking  
**\$68.15** - 2043-000000-1531-169900-603002

**BACKGROUND/EXPLANATION:**

Mr. Kerr is late submitting the expense report in a timely manner because he needed the applicable documentation/receipts.

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 reimbursement to Mr. Douglass Kerr for the expense incurred during his attendance at the Risk & Insurance Management Society Meeting and the Maryland Self-Insurers' & Employers' Compensation Association seminar.

**MINUTES****CITY COUNCIL BILL:**

14-0334 - An ordinance concerning the Sale of Property - Descriptive Lot, Block 6840, Lot 001 for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain property known as Descriptive Lot, Block 6840, Lot 001 no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved City Council Bill No. 14-0334 and directed that the bill be returned to the City Council with the recommendation that the bill also be approved and passed by that Honorable Body. The President **ABSTAINED.**

2099

BOARD OF ESTIMATES

06/11/2014

**MINUTES**

Office of the Council President - Elected Official Expense  
Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the elected official expense statement for Mr. James Kraft for the month of November 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$432.23 - 1001-000000-1000-106300-603033

**BACKGROUND/EXPLANATION:**

Mr. Kraft is submitting an expense statement for reference books ordered in November 2013 on Landlord Tenant Law and Maryland Zoning Decisions. The request is late because the original receipt was misplaced and was not replaced in time to meet the deadline.

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 elected official expense statement for Mr. James Kraft for the month of November 2013. The President **ABSTAINED.**

**MINUTES**

Office of the Council President - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a reimbursement to Mr. Bill Henry for expenses associated with a meeting in Washington, DC with Rep. John Relman on January 10, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$50.10 - 1001-000000-1000-106600-603033

**BACKGROUND/EXPLANATION:**

This request is late because Mr. Henry's staff was unaware of the travel policies and procedures.

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 reimbursement to Mr. Bill Henry for expenses associated with a meeting in Washington, DC with Rep. John Relman on January 10, 2014. The President **ABSTAINED**.

**MINUTES**Health Department - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to purchase 80 Walmart gift cards.

**AMOUNT OF MONEY AND SOURCE:**

\$2,009.99 - 6000-626314-3080-513200-604025  
(80 gift cards @ \$25.00 each + \$9.99 shipping cost)

**BACKGROUND/EXPLANATION:**

The Department requests authorization to purchase 80 Walmart gift cards as incentives for mothers to participate in HOPE Project group programs. One \$25.00 Walmart gift card will be given to each mother who completes the ten-week group program for mothers who have experienced a stillbirth or the death of an infant. The program teaches healthy coping and living skills.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each incentive card and its recipient, 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits.

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.



**MINUTES**

Health Department - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to purchase 80 Walmart gift cards.

## Kim A. Trueheart

June 10, 2014

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 poor fiscal administration and management by the Mayor of Baltimore City and the various Departments and Agencies under our mayor's leadership and direction.

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 30-32, Health Department – Health Department – Expenditure of Funds, if approved:
    - i. These actions appear to request approval to expend \$24,339.98 to purchase 4,452 gift cards;
    - ii. These requests fail to include measures of effectiveness used to substantiate the continued investments in gift cards as incentives;
    - iii. These requests fail to include the Department's adopted consolidated policy for the purchase, distribution, and documentation of all incentive cards;
      1. Please provide access to the policy for inspection;
      2. Please provide access to the most recent periodic internal review of programs' activity, which are to be shared with the Department of Audits.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am significantly impacted by poor fiscal administration and management within my home town government. Repeats of past problems with gift cards in light of our austere budget situation are completely unacceptable and warrant significant adjustments in grants management, contract administration and internal controls by all agencies and departments. Residents already experience a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduced services. This already onerous burden will be exacerbated by this approval if strict controls are not in place that preclude mismanagement.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)

5519 Belleville Ave  
Baltimore, MD 21207

4. The remedy I seek and respectfully request is that details of the policy and periodic reviews are presented to the board and made available to the public in the interest of transparency and accountability.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

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

**MINUTES**Health Department - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to purchase 22 Walmart gift cards.

**AMOUNT OF MONEY AND SOURCE:**

\$559.99 - 4000-422814-3080-294200-604025  
(22 gift cards @ \$25.00 each + \$9.99 shipping cost)

**BACKGROUND/EXPLANATION:**

The Department requests approval and authorization to purchase 22 Walmart gift cards as incentives for mothers to complete interviews for the Fetal-Infant Mortality Review (FIMR) Program. One \$25.00 Walmart gift card will be given to each mother who has experienced a stillbirth or the death of an infant to participate in an interview about her experience.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each incentive card and its recipient, 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits.

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.

**MINUTES**

Health Department - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to purchase 22 Walmart gift cards.

## Kim A. Trueheart

June 10, 2014

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 poor fiscal administration and management by the Mayor of Baltimore City and the various Departments and Agencies under our mayor's leadership and direction.

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 30-32, Health Department – Health Department – Expenditure of Funds, if approved:
    - i. These actions appear to request approval to expend \$24,339.98 to purchase 4,452 gift cards;
    - ii. These requests fail to include measures of effectiveness used to substantiate the continued investments in gift cards as incentives;
    - iii. These requests fail to include the Department's adopted consolidated policy for the purchase, distribution, and documentation of all incentive cards;
      1. Please provide access to the policy for inspection;
      2. Please provide access to the most recent periodic internal review of programs' activity, which are to be shared with the Department of Audits.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am significantly impacted by poor fiscal administration and management within my home town government. Repeats of past problems with gift cards in light of our austere budget situation are completely unacceptable and warrant significant adjustments in grants management, contract administration and internal controls by all agencies and departments. Residents already experience a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduced services. This already onerous burden will be exacerbated by this approval if strict controls are not in place that preclude mismanagement.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)

5519 Belleville Ave  
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I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

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

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to purchase 2,350 Rite Aid gift cards and 2,000 Walgreens gift cards.

**AMOUNT OF MONEY AND SOURCE:**

\$11,750.00 - 2,350 Rite Aid gift cards @ \$5.00 each  
10,020.00 - 2,000 Walgreens gift cards @ \$5.00 each + \$20.00  
shipping cost  
**\$21,770.00** - 1001-000000-3023-271800-604051

**BACKGROUND/EXPLANATION:**

The client incentive/gift cards will be purchased and distributed to the HIV/STD Prevention Program to help reduce the number of new HIV infections and improve the health of persons living with HIV/AIDS. The HIV/STD Prevention Program adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of incentives.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each incentive card and its recipient, 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits.



**MINUTES**Health Department - cont'd

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to purchase 2,350 Rite Aid gift cards and 2,000 Walgreens gift cards.

## Kim A. Trueheart

June 10, 2014

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 poor fiscal administration and management by the Mayor of Baltimore City and the various Departments and Agencies under our mayor's leadership and direction.

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 30-32, Health Department – Health Department – Expenditure of Funds, if approved:
    - i. These actions appear to request approval to expend \$24,339.98 to purchase 4,452 gift cards;
    - ii. These requests fail to include measures of effectiveness used to substantiate the continued investments in gift cards as incentives;
    - iii. These requests fail to include the Department's adopted consolidated policy for the purchase, distribution, and documentation of all incentive cards;
      1. Please provide access to the policy for inspection;
      2. Please provide access to the most recent periodic internal review of programs' activity, which are to be shared with the Department of Audits.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am significantly impacted by poor fiscal administration and management within my home town government. Repeats of past problems with gift cards in light of our austere budget situation are completely unacceptable and warrant significant adjustments in grants management, contract administration and internal controls by all agencies and departments. Residents already experience a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduced services. This already onerous burden will be exacerbated by this approval if strict controls are not in place that preclude mismanagement.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)

5519 Belleville Ave  
Baltimore, MD 21207

4. The remedy I seek and respectfully request is that details of the policy and periodic reviews are presented to the board and made available to the public in the interest of transparency and accountability.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

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

**MINUTES**

Health Department - Revised Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Revised Notification of Grant Award Agreement (NGA) from the Maryland Department of Aging (MDoA). The Revised Grant is for the period October 1, 2013 through September 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$ 764,448.00	-	4000-433514-3024-268400-404001	Title III B/Access to Senior Services
\$ 995,379.00	-	4000-432914-3024-295900-404001	Title III C-1/Congregate Meals
\$ 499,559.00	-	4000-434314-3254-316200-404001	Title III C-2/Home Delivered Meals
\$ 27,077.00	-	4000-436214-3255-271200-404001	Title III D/Health Promotion & Education
\$ 317,456.00	-	4000-436114-3255-271200-404001	Title III E/National Family Caregivers
\$ 31,106.00	-	4000-433914-3023-295900-404001	Title VII Ombudsman/Elder Abuse
<b>\$2,635,025.00</b>	-	<b>Grant</b>	

**BACKGROUND/EXPLANATION:**

The original NGA was approved on March 5, 2014 in the amount of \$995,810.00. This NGA reflects the final award and supersedes the previously approved grant. The new FY 2014 grant award is \$3,630,835.00. This grant is contingent upon approval of the FY 2014 Federal Appropriation of funds for the Administration of the Older Americans Act.

This NGA will allow the Health Department to provide coordinated and accessible services for seniors in Baltimore City.

**MINUTES**

Health Department - cont'd

This revised NGA was recently received from grantor.

**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 the Revised Notification of Grant Award Agreement (NGA) from the Maryland Department of Aging.

**MINUTES**

Health Department - Revised Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Revised Notification of Grant Award Agreement (NGA) from the Maryland Department of Aging (MDoA). The Revised Grant is for the period October 1, 2013 through September 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

(\$3,124.00) - Reduction

Account 6000-633514-3254-316200-404001

**BACKGROUND/EXPLANATION:**

On March 19, 2014, the Board approved the original FY 2014 NSIP NGA and agreement in the amount of \$292,453.00, for the period October 1, 2013 through September 30, 2014.

This revised NGA in the amount of \$289,329.00 reflects a reduction in the amount of \$3,124.00, based upon a percentage of the total FY 2013 meals.

Approval of this revised NGA will allow the Department to provide funding for senior nutrition programs at designated meal sites or home-delivered meals.

This revised NGA was recently received from grantor.

**APPROVED FOR FUNDS BY FINANCE****AUDITS NOTED THIS REVISED GRANT AWARD.**

UPON MOTION duly made and seconded, the Board approved the Revised Notification of Grant Award Agreement from the Maryland Department of Aging.

**MINUTES**

Health Department - Agreements and Amendments to Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the various Agreements and Amendments to Agreements.

**AGREEMENTS****SENIOR COMPANION PROGRAM**

- |    |   |           |             |
|----|---|-----------|-------------|
| 1. | <b>CATHOLIC CHARITIES HOUSING, INC./<br/>BASILICA PLACE</b>                                 | <b>\$</b> | <b>0.00</b> |
| 2. | <b>GREATER BALTIMORE AHC INC. D/B/A<br/>AHC GREATER BALTIMORE/MONTEVERDE<br/>APARTMENTS</b> | <b>\$</b> | <b>0.00</b> |

**RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)**

- |    |  |           |             |
|----|--|-----------|-------------|
| 3. | <b>ST. JAMES' TERRACE APARTMENTS, INC.</b> | <b>\$</b> | <b>0.00</b> |
|----|--|-----------|-------------|

The above-listed organizations will serve as Volunteer Stations for the Senior Companion Program or the RSVP, as indicated. Through a grant from the Corporation for National and Community Services, the Department sponsors the Senior Companion Program and the RSVP. The grant pays for 100% of the cost of Senior Companions and RSVP volunteers to assist special needs clients who want to remain in their homes. While the volunteers are on duty, the grant provides for their life insurance, transportation and other benefits. The period of the agreement is July 1, 2014 through June 30, 2015.

**MBE/WBE PARTICIPATION:**

N/A

## MINUTES

Health Department - cont'd

4. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 51,648.00**  
**(HCH)**

Account: 4000-499014-3023-513200-603051

The HCH will provide services to reduce high-risk behaviors related to the transmissions of HIV in Baltimore City for homeless seropositive men and women engaged in HIV primary care. In addition, the organization will provide individual HIV/AIDS/STD education and risk reduction strategies using the Positive Wellness and Renewal (POWER) Program curriculum, refer participants to HIV health and human services as indicated, and actively assist clients in accessing these services. The period of the agreement is January 1, 2014 through December 31, 2014.

The Agreement is late because additional time was needed to obtain an acceptable budget and scope of services.

**MWBOO GRANTED A WAIVER.**

5. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 98,389.00**  
**(HCH)**

Account: 4000-499014-3023-513200-603051

The HCH will identify HIV positive homeless individuals and engage them in comprehensive primary care and provide HIV prevention education to those who test negative for HIV. The period of the agreement is January 1, 2014 through December 31, 2014.

The Agreement is late because funds were received late in the grant year from the Centers for Disease Control and additional time was needed to obtain an acceptable budget and scope of services.

**MWBOO GRANTED A WAIVER.**



## MINUTES

Health Department - cont'd

6. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. (BSAS)** **\$ 71,002.00**

Account: 4000-497914-3070-287500-603051

Under the terms of this Agreement, the BSAS will oversee and implement the Bureau of Justice Assistance (BJA) Drug Court Project. This project will expand the Baltimore City Adult District Court's Drug Treatment Court Program to further assist non-violent offenders with successful rehabilitation from the use of drugs and alcohol, and bring about meaningful behavioral lifestyle changes which facilitate the positive integration of participants into the community.

The BSAS will contract with sub-grantees and administer funding, monitor service delivery to ensure it is consistent with project requirements, and attend mandatory grantee meetings. The period of the agreement is October 1, 2013 through September 30, 2014.

The Agreement is late because of a delay in the completion of the required documentation.

**MWBOO GRANTED A WAIVER.**

7. **THE JOHNS HOPKINS UNIVERSITY SCHOOL OF NURSING (JHUSON)** **\$ 10,731.60**

Account: 4000-422814-3080-294285-603051

The JHUSON will administer the Fetal and Infant Mortality Review (FIMR) Program. The overall goal of the FIMR Program is to enhance health and well-being of women, infants, and families by improving the community resources and service delivery systems available to them. FIMR brings together key members of the community to examine individual cases of fetal and infant death to identify factors that contributed to those deaths, determine if those factors represent

**MINUTES**Health Department - cont'd

system problems that require change, create recommendations for change, and assist in the implementation of change. The period of the agreement is July 1, 2013 through June 30, 2014.

The agreement is late because of a change in staff at the JHUSON and the new contact person at the JHUSON needed required clarification about the required budget forms. The agreement was recently received from the JHUSON.

8. **ALMOST HOME II ASSISTED LIVING, INC.** **\$ 15,600.00**

Account: 5000-534015-3044-273300-603051

Under the terms of this agreement, the Department will disburse State subsidized assisted housing funds to low-income residents at Almost Home II Assisted Living, Inc. This organization is enrolled in the Senior Assisted Living Group Home Subsidy Program and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living.

These individuals require assistance in performing personal and household functions associated with complete independence as per the provisions of Article 70B, Section 4 of the Annotated Code of Maryland. Senior assisted housing residents receive shelter, meals, housing, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2014 through June 30, 2015.

**MBE/WBE PARTICIPATION:**

N/A

## MINUTES

Health Department - cont'd

9. **LIGHT HEALTH AND WELLNESS** **\$ 91,180.00**  
**COMPREHENSIVE SERVICES, INC.**

Account: 4000-499014-3030-513200-603051

The organization will provide HIV/AIDS/STD education and risk reduction strategies using the SELF Education/Support curriculum and the Healthy Relationships curriculum to prevent new HIV infections among men who have sex with men in Baltimore City. The period of the agreement is January 1, 2014 through December 31, 2014.

The agreement is late because there was a delay in receiving an acceptable budget and scope of services.

**MWBOO GRANTED A WAIVER.**

10. **TOTAL HEALTH CARE, INC.** **\$ 47,200.00**

Account: 4000-424514-3023-599665-603051

Total Health Care, Inc. will provide Ryan White Part B - Minority AIDS Initiative Outreach. Services will include but not be limited to comprehensive case management services. Provide face-to-face encounters to identify at risk HIV individuals, provide education groups and sessions, link HIV positive uninsured or underinsured individuals to Medicaid, Children Health Improvement Program, link clients to primary care provider, help primary adult care patients transition to Medicaid and assist them to identify a Manage Care Organization and primary care providers and link them to counseling and testing services. The period of the agreement is January 1, 2014 through June 30, 2014.

The agreement is late because supplemental funds were received late in grant year from the State of Maryland. Additional time was required for the provider allocation process and a budget presentation.

## MINUTES

Health Department - cont'd

11. **JAMES MORLICK** **\$ 30,305.00**

Account: 1001-000000-3252-316200-603018

The consultant will work 522.50 hours at an hourly rate of \$58.00. He will assist the Department's CARE services management and staff in the aspects of the Agency Information Manager web-based client services database and the collection of data and report preparation of the federal fiscal year-end National Aging Program. He will also assist with migrating existing CARE services data to AIM database, provide support and training in transitioning data, meet with CARE Services Management and staff to determine and implement any changes or new requirements and migrate senior centers and subcontracted service providers to the AIM system. The period of the agreement is July 1, 2014 through June 30, 2015.

12. **THE AARON STRAUS & LILLIE STRAUS** **\$ 75,000.00**  
**FOUNDATION, INC.**

Account: 6000-626615-3080-292302-406001

Under this agreement the funds will be utilized for the Teen Pregnancy Prevention Initiative. The funds will support activities to reduce teen pregnancies by making age appropriate and evidenced-based health education, clinical services and purposeful community engagement, accessible to young people to help them grow as civic leaders. The period of the agreement is April 15, 2014 through June 30, 2015.

The grant agreement is late because it was received on May 6, 2014 but returned to the grantor for signature.

**MBE/WBE PARTICIPATION:**

N/A

## MINUTES

Health Department - cont'd

13. **WAKEFERN FOOD CORPORATION** **\$ 7,000.00**  
**(WAKEFERN)**

Account: 6000-623614-3001-268400-603051 \$ 5,500.00  
6000-626813-3001-268400-603051 \$ 1,500.00

Under the terms of this agreement, Wakefern will home deliver groceries through ShopRite.

ShopRite is a grocery store working with the Virtual Supermarket Program to provide groceries to residents of Baltimore City at the following locations: Cherry Hill Senior Manor, and Cherry Hill Library.

The Virtual Supermarket Program is an innovative approach to food desert elimination that uses online grocery ordering and delivery to bring food to neighborhoods with low vehicle ownership and inadequate access to healthy foods. It enables residents to order groceries at their local library, senior/disabled housing, public housing, or from any computer and pick up their order at their community site for no delivery cost. The period of the agreement is March 15, 2014 through September 15, 2014.

This agreement is late because of delays in the review and signature process. The agreement was recently signed and returned.

14. **HUMAN IMPACT PARTNERS, LLC** **\$ 12,000.00**  
**(HIP)**

Account: 4000-480114-3001-268400-603051

Under the terms of this agreement, HIP will provide training and technical assistance related to Health Impact Assessments (HIAs) to increase Baltimore City's expertise and capacity to write and use HIAs. This is integral to the City of Baltimore's effort, as manifested through its Cross-Agency Health Taskforce, to understand and consider

**MINUTES**Health Department - cont'd

the health implications of all proposed policies, and to increase and improve the information available to Baltimore City's policy and decision makers.

HIP will provide a maximum of 100 hours of technical assistance to the Department related to HIAs in year three of the Centers for Disease Control grant project. This technical assistance will primarily help the Department to develop and complete individual HIA projects required by the grant. The period of the agreement is September 1, 2013 through August 31, 2014.

This agreement is late because budget revisions delayed its processing.

**MBE/WBE PARTICIPATION:**

N/A

AMENDMENTS TO AGREEMENTS**15. TOTAL HEALTH CARE, INC. \$ 80,000.00**

Account: 4000-424514-3023-599632-603051

On February 5, 2014, the Board approved the original Agreement with Total Health Care, Inc., in the amount of \$89,064.00, to provide non-medical case management services for the Ryan White Part B Program for the period of July 1, 2013 through June 30, 2014.

The Department has received supplemental funding, in the amount of \$80,000.00, for the period of January 1, 2014 through June 30, 2014, which will allow Total Health Care, Inc. to provide additional non-medical case management services. This Amendment to Agreement makes the total award \$169,064.00.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

16. **CITIZENS PLANNING AND HOUSING** **\$ 15,000.00**  
**ASSOCIATION, INC. (CPHA)**

Account: 4000-480114-3001-268400-603051

On February 5, 2014, the Board approved the original Agreement with the CPHA in the amount of \$19,000.00, for the period of September 1, 2013 through August 31, 2014.

This Amendment to Agreement, increases the amount by \$15,000.00, and will allow the CPHA to provide additional technical assistance and community engagement services for a total award amount of \$34,000.00. All other terms and conditions of the original agreement remain unchanged.

**MBE/WBE PARTICIPATION:**

N/A

17. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 10,000.00**  
**(UMB)**

Account: 5000-520114-3080-702900-603051

On September 11, 2013, the Board approved the original agreement with the UMB, Adolescent and Young Adult Health Center (AYAC), in the amount of \$35,600.00 for the period of July 1, 2013 through June 30, 2014. The Department is increasing the agreement by \$10,000.00, to support additional family planning services at the AYAC. This makes the total agreement amount \$45,600.00. All other terms and conditions of the original agreement remain unchanged.

MINUTES

Health Department - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (EXCEPT ITEM NOS. 1 - 3) AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various aforementioned agreements, and amendments to agreements. The Mayor **ABSTAINED** on item no. 6. The President **ABSTAINED** on item no. 7.



**MINUTES**

Health Department - Rescission of Memorandum of Understanding  
and Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to rescind the Memorandum of Understanding (MOU) with the Maryland Department of Public Safety and Correctional Services, Community Supervision Support (DPSCS/CSS).

The Board is further requested to approve and authorize execution of a MOU with the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation, (DPSCS/ DPP). The period of the MOU is July 1, 2013 through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE**

\$400,000.00 - 5000-531114-3070-518500-405001

**BACKGROUND/EXPLANATION:**

On October 16, 2013, the Board approved the MOU with the DPSCS/CSS for the purpose of funding the Baltimore Substance Abuse Systems, Inc. to provide alcohol and drug abuse treatment services.

Since that time, the DPSCS/CSS would like to rescind that MOU and enter into an MOU between the City and the DPSCS/DPP.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

## MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved rescission of the Memorandum of Understanding with the Maryland Department of Public Safety and Correctional Services, Community Supervision Support. The Board also approved and authorized execution of the Memorandum of Understanding with the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation. The Mayor **ABSTAINED**.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to the Land Disposition Agreement (LDA) with the Recreation Pier Developers, LLC (Original Developer) and 1715 Thames Street, LLC (Developer). 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:**

N/A

**BACKGROUND/EXPLANATION:**

On January 16, 2008, the Board approved the LDA between the City and Recreation Pier Developers, LLC (the Original Developer), also dated January 16, 2008, (the LDA). Among other things, the LDA provided for the sale of the Recreation Pier (the Pier) to the original developer for the construction of a hotel. The project included the rebuilding of much of the Pier itself, the renovation of the historic Head House that is located on Thames Street, at the end of the Pier, and the building of a new hotel that would incorporate much of the current building on the Pier.

Although a number of steps toward the completion of the project have occurred, including the moving of Moran Towing from the Pier and the sale of the Pier to the Original Developer on March 9, 2013, the LDA was executed just as the great recession began and the Original Developer has not been able to finance the project. The Original Developer now desires to sell the pier and all of its rights under the LDA to 1715 Thames Street, LLC (the Developer). The Developer intends to complete the plans for a hotel and carry out the project in a manner that is generally consistent with the original plans. The newly designed project will include the rebuilding of the Pier itself, the renovation of the Head House, and the construction of a luxury hotel that incorporates the existing building on the Pier (the Project).

## MINUTES

DHCD - cont'd

**TERMS OF THE AMENDMENT**

The Amendment alters the LDA in the following aspects:

1. Approval of the Developer - Under the LDA, the City must approve the transfer of the property and development rights. The Developer is controlled by Sagamore Development Company, LLC (Sagamore). The Sagamore in turn is owned by Marc Weller, an experienced developer, and Kevin A. Plank, the CEO and Chairman of the Board of Under Armour, Inc. Staff of the Department of Housing and Community have reviewed the development experience and financial qualifications of the Developer and believe that it is a strong entity with the capacity to complete the Project. The Developer will assume all of the obligations of the Original Developer that have not already been performed.
2. Easements - From technical studies performed by the Developer engineers the Developer believes that it requires an easement around the perimeter of the Pier in order to adequately stabilize the Pier and create the building platform necessary for the construction of the hotel. The DHCD staff concurs with this view and recommends that the City grant an easement and right of entry or other similar right, including transfer of land, to the Developer so that it may complete the Project as currently designed. The easement or other rights will not exceed ten feet on all sides of the Pier.
3. Schedule - The LDA set forth a series of dates by which the Original Developer was required to complete plans and specifications, apply for permits, and commence and complete construction. These dates have already occurred and the Amendment establishes new dates for the Developer. One of the key dates is that the Developer must apply for the hotel building permit within nine months of the date of the Amendment, although this date could be extended by a month if the DHCD requires additional time to review the design development plans, which are submitted earlier. The Amendment authorizes the Commissioner of the DHCD to grant two 90-day extensions to the date for submission of the design development plans and for the submission of the application for a building permit.

**MINUTES**

DHCD - cont'd

4. Waterfront Promenade - The original plans for the Pier redevelopment called for the construction of a portion of the waterfront promenade through the middle of the Head House and Pier. As plans for the hotel advanced, it became clear that this was not a physically feasible plan and the Original Developer began to consider the possibility of an extension to the waterfront promenade along one side of the Pier. The Developer believes that this plan is not feasible either and the City has received a letter from the Maryland Historic Trust (MHT) regarding the matter. The MHT believes that it would be difficult if not impossible to create a promenade along the edge of the Pier that would maintain the historic standards that are necessary for the redevelopment effort. The MHT letter goes on to state that the MHT believes that it would be preferable to enhance the public right-of-way along Thames Street as an extension to the promenade.

The Amendment calls for such an enhancement, requiring the Developer to improve the Thames Street public right-of-way from Ann Street to South Broadway and to maintain the right-of-way in front of and adjacent to the Pier. In order to allow for this change to the promenade plan, the Urban Renewal Plan established by Ordinance 07-569 that currently governs the area (the Renewal Plan) must be amended. Under the Amendment, the City intends to work with the Developer to amend the Renewal Plan.

The Developer will also enhance the appearance of the southern end of the Broadway Pier, which lies to the west of the Pier, with lighting, seating, and other improvements.

**MBE/WBE PARTICIPATION:**

Under the Amendment, the Developer will be assuming the Original Developer's obligations to comply with Article 5, Subtitle 28 of the Baltimore City Code, the Minority and Women's Business Enterprise Program of the City.

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Land Disposition Agreement with the Recreation Pier Developers, LLC and 1715 Thames Street, LLC. UPON FURTHER MOTION, the Board also 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 & - Employee Expense Statement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a reimbursement to Mr. Kenneth Strong for the expense incurred during the month of November 2013 for mileage.

**AMOUNT OF MONEY AND SOURCE:**

\$53.97 - 5000-585110-5750-648701-603002  
14.24 - 4000-468513-5825-608452-603051  
**\$68.21**

**BACKGROUND/EXPLANATION:**

This request is late because the expense statement was inadvertently misplaced causing the 40-day period for submission to be exceeded. The expense statement was located and submitted for reimbursement, but was untimely.

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 a reimbursement to Mr. Kenneth Strong for the expense incurred during the month of November 2013 for mileage.

**MINUTES**

Department of Transportation - Construction Agreement -  
Edmondson Avenue Bridge Over  
CSXT

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Construction Agreement with CSX Transportation, Inc. in connection with the Edmondson Avenue Bridge.

**AMOUNT OF MONEY AND SOURCE:**

\$969,943.00 - 9950-902315-9506-900010-705099

**BACKGROUND/EXPLANATION:**

The City has proposed to replace or to cause to be replaced the bridge carrying Edmondson Avenue over CSXT on the Hanover Subdivision of the Baltimore Division in Baltimore. Services include but are not limited to demolition of the existing Edmondson Avenue Bridge over CSXT, construction of the new Edmondson Avenue Bridge over CSXT, maintenance of vehicular traffic, erosion & sediment control, railroad flagging services, construction monitoring/engineering services and signal cable mark out, if necessary.

The agreement establishes a framework of the roles and responsibilities in connection with this project.

**APPROVED FOR FUNDS BY FINANCE**



## MINUTES

Dept of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,002,000.00	9950-903315-9507	9950-902315-9506
State Constr. Rev.	Constr. Res. -	Contingency -
	Edmondson Ave.	Edmondson Ave.
	Bridge	Bridge

This transfer will cover the deficit in the account and fund the project Edmondson Avenue Bridge Over CSXT for demolition of the existing Edmondson Avenue Bridge over CSXT, construction of the new Edmondson Avenue Bridge over CSXT, maintenance of vehicular traffic, erosion and sediment control, railroad flagging services, construction monitoring/engineering services and signal cable mark out if necessary.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Construction Agreement with CSX Transportation, Inc. in connection with the Edmondson Avenue Bridge. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

**MINUTES**

Department of Transportation - License Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a License Agreement with the United States of America located at the U.S. Coast Guard Yard, known as 2401 Hawkins Point Road, Block 7001, Lot 1. The period of the License Agreement is May 1, 2014 for five years.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The City would like to acquire a License Agreement for a temporary construction area on a portion of the property owned by the United States of America. This agreement will allow the City's contractor, when chosen, to make improvements in conjunction with the Rehabilitation of Hawkins Point Road over CSX, Project No. TR-00073.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the License Agreement with the United States of America located at the U.S. Coast Guard Yard, known as 2401 Hawkins Point Road, Block 7001, Lot 1.

**MINUTES**

Department of Transportation - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 9 under Project No. 1123, On-Call Transportation Planning/Policy/Feasibility Studies to URS Corporation.

**AMOUNT OF MONEY AND SOURCE:**

\$29,998.68 - 9950-918050-9527-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for landscape architectural services for planning efforts related to the Dolfield Avenue Streetscape and community plan.

**MBE/WBE PARTICIPATION:**

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

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$32,998.55</b>	9950-916050-9528	9950-918050-9427-3
Pimlico Local	Constr. Res. -	Design and Study
Impact AID-VLT	Northwest DOT	Northwest DOT
	Improvement	Improvement

This transfer will fund the costs associated with expenses related to Task No. 9, Project No. 1123, for On-Call Transportation Planning/Policy/Feasibility Studies with URS Corporation.

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

UPON MOTION duly made and seconded, the Board approved an assignment of Task No. 9 under Project No. 1123, On-Call Transportation Planning/Policy/Feasibility Studies to URS Corporation. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

**MINUTES**

Department of Transportation - On-Call Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for Project No. 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting Services with Sabra Wang & Associates, Inc. The period of the Agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Upset Limit

The amount will be determined with each individual project. No funds are required at this time.

**BACKGROUND/EXPLANATION:**

The Department of Transportation has negotiated and procured the consulting agreement approved by the Boards and Commission and Architectural and Engineering Awards Commissions and now desire to utilize the services of Sabra Wang & Associates, Inc. The cost of services rendered will be on actual rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

The Consultant will assist with the scope of services which includes various activities such as, ITS and traffic engineering services, field surveys and design for traffic signals, detectors, closed circuit television traffic monitoring, variable message signs, field condition inspection and associated work in connection with Project No. 1183, On Call Consulting Services Traffic Signals & I.T.S. and Traffic Engineering On Call Consulting Services - Department of Transportation.

**DBE PARTICIPATION:**

Sabra Wang & Associates, Inc. will comply with Title 49 Code of Federal Regulations Part 26 (49CFR26) and the 95% DBE goal established in the agreement.

## MINUTES

Department of Transportation - cont'd

Sabra Wang & Associates, Inc.	\$850,000.00	85.00%
SAMMS Engineering, Inc.	50,000.00	5.00%
AB Consultants, Inc.	<u>50,000.00</u>	<u>5.00%</u>
	<b>\$950,000.00</b>	<b>95.00%</b>

**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Board is requested to approve and authorize execution of an Agreement for Project No. 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting Services with Sabra Wang & Associates, Inc.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement Project No. 1161, On-Call Construction Management Services with EA Engineering Science & Technology Inc. d/b/a Louis Berger Water Services, Inc. The Amendment No. 1 will extend the period of the Agreement through August 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - Increase to Upset Limit

**BACKGROUND/EXPLANATION:**

On August 31, 2011, the Board approved the Agreement in the amount of \$2,000,000.00 to assist the Transportation Engineering & Construction Division in managing various Capital Improvement Projects under Project 1161, On-Call Construction Project Management Services for a three year period. The Department is now requesting that the Board approve Amendment No. 1 to allow for a one-year extension and an increase to the upset limit by \$500,000.00 to complete assigned tasks. The increase will make the total agreement \$2,500,000.00.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goals of 27% and WBE goals of 9.00% established in the original agreement.

**AUDITS NOTED THE TIME EXTENSION AND INCREASE IN THE UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.**

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement Project No. 1161, On-Call Construction Management Services with EA Engineering Science & Technology Inc. d/b/a Louis Berger Water Services, Inc.



**MINUTES**

Department of Transportation - On-Call Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for Project No. 1183, Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services with STV, Inc. The period of the Agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Upset Limit

The amount will be determined with each individual project. No funds are required at this time.

**BACKGROUND/EXPLANATION:**

The Department of Transportation has negotiated and procured the consulting agreement approved by the Boards and Commission and Architectural and Engineering Awards Commissions and now desire to utilize the services of STV, Inc. The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist with the scope of services which include various activities such as, ITS and traffic engineering services, field surveys and design for traffic signals, detectors, closed circuit television traffic monitoring, variable message signs, field condition inspection and associated work in connection with Project No. 1183, On Call Consulting Services Traffic Signals & I.T.S. and Traffic Engineering On-call Consulting Services - Department of Transportation.

**DBE PARTICIPATION:**

STV, Inc. will comply with Title 49 Code of Federal Regulations part 26 (49CFR26) and the 25% DBE goal established in the agreement.

## MINUTES

Department of Transportation - cont'd

AB Consultants, Inc.	\$ 40,000.00	4.00%
J.K. Datta Consultants, Inc.	70,000.00	7.00%
RJM Engineering, Inc.	70,000.00	7.00%
SAMMS Engineering, Inc.	70,000.00	7.00%
	<u>\$250,000.00</u>	<u>25.00%</u>

**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement for Project No. 1183, Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services with STV, Inc.

**MINUTES**Department of Transportation - On-Call Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for On-Call Consultant Engineering Design, Review and Evaluation Services-Conduit, Project 1190 with KCI Technologies/STV Inc. (JV). The Agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Upset Limit

The amount will be determined with each individual project. No funds are required at this time.

**BACKGROUND/EXPLANATION:**

The Department of Transportation has negotiated and procured the consulting agreement approved by the Boards and Commission and Architectural and Engineering Awards Commissions and now desire to utilize the services of KCI Technologies/STV Inc. (JV). The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist with the scope of services which include, but are not limited to civil engineering, traffic engineering, utility engineering, and related work for the Baltimore City conduit System. Also, developing duct bank, manholes, roadway alignment, storm drainage improvements, street lighting, electric duct banks, water and wastewater, reconstruction, resurfacing, stormwater management, erosion and sediment control, surveys, environmental site assessments and other related civil engineering tasks. The scope of services may also include providing on-site project management and/or inspectors, staff supports, GIS support and other miscellaneous tasks for various Capital Improvement Projects. Responsibilities will include preparation of construction contract documents including plans and specifications for bid in connection with Project 1190, On-Call Consultant Engineering Design, Review and Evaluation Services-Conduit.

## MINUTES

Department of Transportation - cont'd

KCI Technologies, Inc./STV Inc. will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the agreement.

<b>MBE:</b>	J.K. Datta Consultants, Inc.	\$ 70,000.00	7.00%
	Samms Engineering, Inc.	60,000.00	6.00%
	Baker Engineering Services, Inc.	70,000.00	7.00%
	Sabra, Wang & Associates, Inc.	70,000.00	7.00%
		<u>\$270,000.00</u>	<u>27.00%</u>
<b>WBE:</b>	Carroll Engineering, Inc.	\$ 50,000.00	5.00%
	Ross Technical Services, Inc.	50,000.00	5.00%
		<u>\$100,000.00</u>	<u>10.00%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement for On-Call Consultant Engineering Design, Review and Evaluation Services-Conduit, Project 1190 with KCI Technologies/STV Inc. (JV).

**MINUTES**Department of Transportation - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 18, to Sabra, Wang & Associates, Inc., under Project 1134, On-Call Traffic Engineering Studies.

**AMOUNT OF MONEY AND SOURCE:**

\$139,316.71 - 9950-904641-9508-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for transportation analysis to evaluate the impacts on neighborhood streets in the area along with street grids, and transportation system for all modes of travel for converting St. Paul Street and Calvert Street to two-way traffic operation and to study corridors from Fayette Street to University Parkway.

**MBE/WBE PARTICIPATION:**

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

**MWBOO SET GOALS OF 27% MBE AND 9% WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

## MINUTES

Department of TransportationTRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$153,136.71</b>	9950-902641-9509	9950-904641-9508-3
General	Constr. Reserve	Design & Study
Fund (HUR)	Feasibility Studies	Feasibility Studies

This transfer will provide funds to cover costs associated with expenses related to Task No. 18, Project 1134, On-Call Traffic Engineering Studies.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 18, to Sabra, Wang & Associates, Inc., under Project 1134, On-Call Traffic Engineering Studies. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 20, to Sabra, Wang & Associates, Inc., under Project 1134, On-Call Traffic Engineering Studies.

**AMOUNT OF MONEY AND SOURCE:**

\$ 55,979.33 - 9950-904641-9508-900020-703032  
83,968.99 - 9950-918050-9527-900020-703032  
**\$139,948.32**

**BACKGROUND/EXPLANATION:**

This authorization provides for professional traffic engineering services to support strategic neighborhood area plans including but not limited to Brooklyn and Curtis Bay, Northwest Communities, Southeastern Neighborhoods and York Road Communities. This assignment also includes providing augmentation of Planning staff to perform as a Traffic Impact Study Liaison, Bicycle Planner/Project Coordinator, Junior Planner and Public Relations/Communications Specialist.

**MBE/WBE PARTICIPATION:**

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

**MWBOO SET GOALS OF 27% MBE AND 9% WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

## MINUTES

Department of TransportationTRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 70,045.53	9950-902641-9509	9950-904641-9508-3
General Fund	Constr. Res. -	Design & Study
(HUR)	Feasibility	Feasibility Studies
	Studies	
133,976.47	9950-916050-9528	9950-918050-9527-3
(Pimlico Local	Constr. Res.	Design & Study
Impact &	Northwest DOT	Northwest DOT
Video Lottery	Improvement	Improvement
Terminal)		
<u>\$204,022.00</u>		

This transfer will provide funds to cover costs associated with expenses related to Task No. 20, Project No. 1134, On-Call Traffic Engineering Studies and another work related to this project with Sabra Wang & Associates, Inc. in the amount of \$139,948.32.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 20, to Sabra, Wang & Associates, Inc., under Project 1134, On-Call Traffic Engineering Studies. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.



**MINUTES**

Department of Transportation (DOT) - Memorandum of Understanding  
for the Baltimore Downtown  
Bicycle Network

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Maryland Department of Transportation acting for and on behalf of the State of Maryland by and through the State Highway Administration (SHA) for the Baltimore Downtown Bicycle Network. The period of the MOU is effective upon the date of the Concurrence In Award letter sent from the SHA to the DOT for five years.

**AMOUNT OF MONEY AND SOURCE:**

\$1,220,000.00 - 9950-922026-9508-000000-490360

**BACKGROUND/EXPLANATION:**

The purpose of this MOU is to define the responsibilities and obligations of the DOT and the SHA to provide funding for alternatives to the transportation system, in connection with the Baltimore Downtown Bicycle Network. The funding associated with this MOU will be used for the construction of approximately ten miles of bicycle facilities in Baltimore City consisting of:

- a two-way bicycle lane that is positioned between the curb and a striped buffer median with a row of parked vehicles separating it from motorized traffic ("cycletrack") on Maryland Avenue, Cathedral Street, Liberty Street and Park Avenue, and
- bike lanes on Preston Street, Biddle Street, Madison Street, Monument Street, Centre Street and Dolphin Street.

The project will connect Charles Village, State Center, East Baltimore and the Inner Harbor.

**MINUTES**

Department of Transportation - cont'd

The project activities include, but are not limited to preliminary site preparation, maintenance of traffic, signs, pavement markings, landscaping, construction activities, construction management, inspections, and materials testing.

**MBE /WBE PARTICIPATION:**

N/A

**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 Memorandum of Understanding with the Maryland Department of Transportation acting for and on behalf of the State of Maryland by and through the State Highway Administration for the Baltimore Downtown Bicycle Network.

**MINUTES**

Mayor's Office of Human - Amendment to Agreement  
Services (MOHS)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment to Grant Agreement with the Associated Catholic Charities, Inc. (ACC). The Amendment will change the contract start date from July 1, 2013 to June 24, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$453,835.00 - 1001-000000-3572-327206-603051

**BACKGROUND/EXPLANATION:**

On May 22, 2013, the Board approved the agreement with the ACC in the amount of \$2,711,205.00. The original agreement was from July 1, 2013 through June 30, 2014.

The MOHS requests an increase to the contract in the amount of \$453,835.00 to cover unforeseen training and operational setup costs for the shelter located at 600 Fallsway as well as additional funding to cover expenses during Code Blue Emergencies. The new contract total will be \$3,165,040.00. The MOHS also requests the Board's approval to move the contract start date to June 24, 2013 because the ACC needed to conduct staff training before taking over the shelter on the original start date. All other terms and conditions of the agreement will remain unchanged.

**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 Grant Agreement with the Associated Catholic Charities, Inc.

## MINUTES

Mayor's Office of Human - TRANSFER OF LIFE-TO-DATE  
Services SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Wanda M. Simpson.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAME</u>	<u>DAY</u>
Gladys Hurwitz	5
D'Andra Pollard	5
Evangeline C. Keita	<u>3</u>
	13

Ms. Simpson is expected to return to work by June 16, 2014.

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Wanda M. Simpson.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agency

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contract

listed on the following page:

2149

to the low bidder meeting the specifications.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- |                         |                   |              |
|-------------------------|-------------------|--------------|
| 1. B50003304, Baltimore | The Melior Group, | \$165,485.00 |
| Citizens Planning       | Inc.              |              |
| Survey                  |                   |              |

**MWBOO SET MBE GOALS AT 0% AND WBE GOALS AT 5%.**

**WBE:** Maryland Reprographics, Inc. 5%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

(Department of Finance)

**MINUTES**

Bureau of the Budget and - Supplemental Appropriation  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Supplemental Appropriation to the Department of Transportation (Service 688, Snow and Ice Removal) to provide funding for additional operating expenses in Fiscal 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$12,500,000.00 - Transfer Tax Revenues

**BACKGROUND/EXPLANATION:**

During Fiscal 2014, the City of Baltimore (City) experienced the following winter weather events:

- 4.5 inches of snow accumulation from January 2-4, 2014,
- 5.5 inches of snow accumulation from January 21-23, 2014,
- 11.5 inches of snow accumulation from February 11-15, 2014
- 4.0 inches of snow accumulation from March 2-4, 2014, and
- 7.0 inches of snow accumulation from March 16-17, 2014.

In addition to these larger snowfall events, the City experienced other isolated snow, freezing rain, and sleet events. In order to respond to the winter weather events, the Department of Transportation realized significant expenses attributable to contractual snow removal services (\$3,800,000.00), road salting materials (\$5,500,000.00), vehicle maintenance (\$2,500,000.00), and overtime (\$2,100,000.00). The Department of Transportation is requesting supplemental appropriation to cover the costs attributed to snow removal above the Fiscal 2014 appropriation of \$2,751,330.00.

BOARD OF ESTIMATES

2151

06/11/2014

**MINUTES**

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved a Supplemental Appropriation to the Department of Transportation (Service 688, Snow and Ice Removal) to provide funding for additional operating expenses in Fiscal 2014. The President **ABSTAINED.**



**MINUTES**

Bureau of the Budget and - Supplemental Appropriation  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Supplemental Appropriation to the Department of Transportation (Service 500, Street and Park Lighting) to provide funding for additional operating expenses in Fiscal 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$2,500,000.00 - Income Tax Revenues

**BACKGROUND/EXPLANATION:**

As part of the Fiscal 2014 adopted budget, the Department of Transportation (DOT) projected savings resulting from the implementation of LED light fixtures for street lights. Through the installation of LED light fixtures, the DOT expected to realize savings in both energy and maintenance costs. Due to delays in implementation, the DOT has not yet completed installation of the fixtures and therefore, will not realize the energy and maintenance savings incorporated in the adopted budget. The supplemental funding will allow the DOT to end the fiscal year in balance.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved a Supplemental Appropriation to the Department of Transportation (Service 500, Street and Park Lighting) to provide funding for additional operating expenses in Fiscal 2014. The President  
**ABSTAINED.**

**MINUTES**

Bureau of the Budget and - Supplemental Appropriation  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Supplemental Appropriation to the Department of Transportation (Service 683, Street Management).

**AMOUNT OF MONEY AND SOURCE:**

\$18,563,863.00 - Recordation Tax Revenues

**BACKGROUND/EXPLANATION:**

On April 30, 2014, a portion of a retaining wall along the south side of East 26<sup>th</sup> Street in the Charles Village neighborhood collapsed due to heavy rainfall. The retaining wall at this location collapsed onto a portion of the train tracks operated by CSX Transportation (CSX). The Department of Transportation (DOT) has initiated repair work while Baltimore City officials coordinate with the CSX to determine responsibility and share the total costs. The projected cost identified by the DOT includes all costs related to design, mobilization, street stabilization, utility relocation, and reconstruction.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved a Supplemental Appropriation to the Department of Transportation (Service 683, Street Management). The President **ABSTAINED**.

**MINUTES**

Bureau of the Budget and - Supplemental Appropriation  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a supplemental appropriation to the Department of Transportation (Service 683: Street Management) to provide funding for additional operating expenses in Fiscal 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$818,461.00 - State Highway User Revenues

**BACKGROUND/EXPLANATION:**

During Fiscal 2014, Baltimore City and other counties within the State of Maryland experienced a greater number of winter storms and winter events than in the previous three years. Due to the combination of cold temperatures and precipitation, Baltimore City and other counties identified a significant number of potholes on local roadways. The State of Maryland passed the Supplemental Budget No. 1, which provides supplemental funding in support of Baltimore City and other Maryland counties to assist with pothole repair. Funding is provided through a supplement to the City's Fiscal 2014 Highway User Revenues.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved a supplemental appropriation to the Department of Transportation (Service 683: Street Management) to provide funding for additional operating expenses in Fiscal 2014. The President  
**ABSTAINED.**

**MINUTES**

Bureau of the Budget and - Supplemental Appropriation  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a supplemental appropriation to the Department of Transportation (Service 690: Complete Streets and Sustainable Transportation) to provide funding for operating expenses in Fiscal 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$2,000,000.00 - Maryland Transit Administration (MTA)

**BACKGROUND/EXPLANATION:**

During Fiscal 2014, the Department of Transportation (DOT) received a grant from the MTA for continued or improved public transportation within the City of Baltimore (City), specifically to support Charm City Circulator operations. The request for supplemental appropriation will allow the DOT to receive these grant funds and to report grant receipt during the appropriate State and City fiscal year. This grant was not anticipated during the creation of the Fiscal 2014 budget.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved a supplemental appropriation to the Department of Transportation (Service 690: Complete Streets and Sustainable Transportation) to provide funding for operating expenses in Fiscal 2014. The President **ABSTAINED**.

**MINUTES**

Bureau of the Budget and  
Management Research (BBMR)

- FY 2015 Budget and Property  
Tax Surcharge Rate - Charles  
Village Community Benefits  
District

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the FY 2015 budget and property tax surcharge rate for the Charles Village Community Benefits District (CVCBD).

**AMOUNT OF MONEY AND SOURCE:**

\$674,607.00 - Estimated Revenue

The proposed FY 2015 property tax surcharge rate is \$0.1200 per \$100.00 of assessable value. The surcharge rate is exactly the same as it was for FY 2014.

**BACKGROUND/EXPLANATION:**

The CVCBD submitted its request for FY 2015 to the Bureau of the Budget and Management Research.

The FY 2015 estimated revenues decreased 1.473% or \$10,083.00 to \$647,607.00 from \$684,690.00 for Fiscal 2014. To control costs, the CVCBD has utilized labor from the Mayor's Office of Employment Development for sanitation services, implemented in-house website management, and received volunteer IT Services. To offset the decrease in revenue, the CVCBD has utilized grants, received revenue from service contracts, and received contributions from non-profit organizations. The CVCBD has applied for two grants to fund safety services.

The management team for the CVCBD has been a positive force in the Charles Village area since it began operations, and it has taken positive steps to assure a sound financial operation. As of May 2014, the CVCBD reserve balance is \$135,954.00, which represents a total value of about two months of its annual budget. This reserve funding will not be used to support the CVCBD Fiscal 2015 operations. Due to declining surcharge tax

## MINUTES

BBMR - cont'd

revenue, the reserve balance can only be increased in small increments annually. The BBMR encourages the CVCBD to work towards building a reserve fund at a minimum of approximately three months of its annual budget.

<u>Estimated Income</u>		<u>Estimated Expenses</u>	
Prop. Tax Surcharge	\$ 674,607.00	Administration	\$ 52,600.00
Exempt Property	68,000.00	Sanitation	471,813.00
Contribution		Safety	209,854.00
Program Revenue	5,700.00	Outreach	14,040.00
	<u>\$ 748,307.00</u>	<b>Total</b>	<u>\$748,307.00</u>

**THE BUREAU OF THE BUDGET AND MANAGEMENT RESEARCH REVIEWED AND RECOMMENDED APPROVAL OF THE BUDGET AND THE PROPERTY TAX SURCHARGE RATE.**

**PROTESTS WERE RECEIVED FROM MR. CHRISTIAN H. WILSON, MS. PAMELA WILSON, MR. STEPHEN GEWIRTZ, AND MS. JOAN FLOYD.**

President: "The first item on the non-routine agenda can be found on Pages 75 and 76, Bureau of the Budget and Management Research, FY2015 Budget and Property Tax Surcharge Rate, Charles Village Community Benefits District. Will the parties please come forward? Good morning. You have to say your name."

Mr. Kirsch Jones: "I, I'm Kirsch Jones, and I'm the President of the Board of Directors for the Charles Village Community Benefits District. Um, what we're asking is approval of our financial plan for Fiscal Year 2015. Uh, the plan has been uh,

## MINUTES

worked in accordance with surveys done throughout the community. Um, it is based on inputs from Upward that has representatives uh that uh, are representing community associations and elected to their quads. Uh, this has been thoroughly vetted, and uh, this was determined to be our best financial plan for the coming year in order to give the best plate of services to meet the needs in the coming year for our community. Uh, the total plan, uh that we have, does, what you see before you is, the, the, the surtax and known revenues, we also get benefactor dollars that help allow us to provide a broader plate of services than if we had depended only on the surtax dollars. This has been a very successful path in recent years to allow us to provide more services than could be met by using surtax dollars alone. Um, so, with that simple explanation, I'm, I'm hoping you can approve this financial plan and I welcome any questions."

President: "Um, Comptroller."

Comptroller: "Yes, I have several questions that I want um, documented in the minutes. The Board memo states that CVCBD has applied for two grants to fund safety services. Can you tell us to whom and what entities the CVCBD applied?"

## MINUTES

Mr. David Hill: "Yes, I can address that issue. My name is David Hill. I'm the Executive Director of the Charles Village Benefits District. The two grants that we're referring to are the one to the Abell Foundation for approximately \$250,000.00 to support um, a variety of safety initiatives, including additional surveillance cameras, support for um, security patrols and also some safety outreach programs. At the same time we've also applied to Johns Hopkins University for about \$300,000.00 as part of the Homewood Green Partners Initiative. Um, all of that money is also ear-marked for safety initiatives and the same group that uh we included in the Abell Foundation, mainly cameras, patrols, and outreach."

Comptroller: "When will the additional 10 cameras be installed?"

Mr. Hill: "We already, uh, we installed ten cameras this year."

Comptroller: "Okay. Where were they installed?"

Mr. Hill: "Um, uh, all but two of them, eight of the ten, are below 29<sup>th</sup>, uh, 27<sup>th</sup> Street rather and two are above 27<sup>th</sup> Street."



## MINUTES

Comptroller: "What has been the success of the cameras, and how are you benching -- benchmarking the success?"

Mr. Hill: "Okay, we're working with CityWatch to develop um, a set of some data to uh, document the effectiveness of the cameras. The camera installation didn't occur until the end of March, so we don't have concrete data yet. The general data we had for last month is that 10 arrests were made as a result of cameras that were in the Benefits District, but I'm trying to get more specific kinds of data such as how many uh -- suspicious incidents were recorded by the cameras; how many uh, incidents have less -- led to arrests; how many uh, how much, on average, camera footage have been used in court cases; and things of that sort."

City Solicitor: "Do the two grant applications remain pending? I think you said you had applied for those grants."

Mr. Hill: "Yes. The Abell grant, um, we should know about the Abell grant within about three weeks; uh, I spoke to a representative of Johns Hopkins two days ago, and we're going to be meeting with them in a couple of weeks to get down to specifics regarding the application to them."

## MINUTES

President: "Madam Comptroller."

Comptroller: "Uh, in your Spring newsletter, uh, you uh, stated that you had started a safety patrol program, and is that program still in existence?"

Mr. Hill: "Yes. It um, we've been operating this program since September of 2012. Um, it consisted of a number of off-duty police officers, uh, not volunteer, but who work for the district, um, and that program is ongoing and continuing."

Comptroller: "What is the community's view of this initiative?"

Mr. Hill: "Um, I've heard nothing but positive feedback regarding the safety patrols."

Comptroller: "A couple other questions. Sanitation has uh -- consistently been funded higher than safety, and I know you mentioned last year that uh, that we were told that the passersby were depositing their trash in the trash cans, so how are the trash cans being used currently?"

Mr. Hill: "Uh, I'm not sure I understand your question."

## MINUTES

Comptroller: "The citizens said that they didn't need as many trash cans on the corner because other citizens were depositing their trash and that they would prefer to have less money allocated to sanitation and more to safety. So, I -- I was just wondering if the trash cans are still being used as they have been in the past with passersby putting in trash and overflowing things."

Mr. Hill: "Okay. I would disagree with the premise. Um -- There has been, of course, some household trash deposited in the cans, but it's, it's relatively little, and you have to also keep in mind that if they didn't put it in the trash cans, they'd put it in the alleys, which we would pick up anyway. I would rather have it localized to our trash cans. It's much easier for us to pick it up that way."

Comptroller: "A couple other questions. Um, you mentioned that there was a survey. Can you just tell us a couple of the types of questions that were listed in the survey and how the people responded, and if you do have a survey, could you provide me a copy of your survey?"

## MINUTES

Mr. Hill: "I can provide you a copy. Uh what we did was, each year we, we have a program plan we issue to the community, which is based upon input from uh -- the community itself, which lays out the entire set of services we're going to provide in that year. So when they produced the survey which was based upon the program plan for the previous year, and basically we asked people, do you want to continue this program currently as is? Uh, do you want to eliminate it completely, or do you want to change it? If you want to change it, how do you want to change it? We provide that survey um, online and people responded online. We also distributed the survey to the association and uh, the businesses, collected the data and then the program committee analyzed the data and then took the results to the Board of Directors."

Comptroller: "One final question. I noticed that in Fiscal 2014 the sanitation budget was approximately \$474,000.00 and safety was \$409, and in this Fiscal 2015 Proposed Budget, sanitation is approximately \$472,000.00 and safety is \$209,000.00. So there was a decrease in sanitation of about \$2,000.00 but in safety, it was almost \$200,000.00. Why was there such a large decrease?"

## MINUTES

Mr. Hill: "That's not quite accurate. Um, last year at this time, last year at this time the budget that we proposed actually had spending more on safety than sanitation and that point was raised by"

Comptroller: "See there? So sanitation was higher based on the record."

Mr. Hill: "Yes, I know."

Comptroller: "You said that wasn't acc -- You said that was absolutely not true."

Mr. Hill: "No, I'm, I'm sorry, I think you misunderstood me."

Comptroller: "Okay."

Mr. Hill: "Um, last year we started out spending, proposing to spend more surcharge tax money on sanitation than safety, and proposed that we would build up the safety program based on grants, which we had done. As of right now, we are spending the same amount on safety as we did on sanitation, even though the budget that was approved last June showed a disparity between sanitation and safety, that was my --"

Comptroller: "You amended the budget from last year."

Mr. Hill: "Pardon me?"

Comptroller: "You amended the budget."

## MINUTES

Mr. Hill: "Yes. That's correct, with grant money. We can't put the grant money in the proposed budget until we know that we're going to get it."

Comptroller: "Actually receive it."

Mr. Hill: "Yes."

Comptroller: "I understand."

Mr. Hill: "The same result, ah, we're taking the same approach this year. We're starting out with a higher expenditure proposed for sanitation than safety, but, we have already submitted grants which, if they're awarded, would actually lead to sanitation expenditures exceeding the safety, exceeding the sanitation by quite a bit."

Comptroller: "So, what you said was that from the Abell Foundation and Johns Hopkins, that you would receive approximately a half a million."

Mr. Hill: "That's correct."

Comptroller: "So would that half a million be added to the \$209?"

Mr. Hill: "That's correct."

Comptroller: "So that would be \$700,000.00 in safety"

## MINUTES

Mr. Hill: "That's correct."

Comptroller: "Okay."

Mr. Hill: "Yes. If we get it."

Comptroller: "Right."

Mr. Hill: "Notice also, that even if we only get half of it, the expenditures for safety and sanitation would equal each other."

Comptroller: "So a hundred percent of the grants would be allocated to safety?"

Mr. Hill: "That's absolutely correct. Yes."

Comptroller: "Okay."

Ms. Mary Pat Clarke: "Good morning. Mary Pat Clarke, Baltimore City Council. I am a surtax payer as well as the representative for this part of this district, and I would begin by saying that honest minds can differ, and I have a lot of respect for the people who are here demanding more sanitation, uh safety services, and um, I must say that I am at the root of the sanitation issue, because, demand for it from my constituents has always been very strong, and um, so, at the Board table with my colleague, we have this debate, and um, I have always fought for maintaining the level of sanitation services that we have today."

## MINUTES

Um -- Actually right now, Waverly Main Street is suffering um, because, somehow our hokey has been extended through I'm trying to figure out what is going on, but we need the services even more than we did when it was a dedicated two-way main street. So, um, yes, when this um, when this benefit was first proposed, there is no doubt about it. It was committed that it would be safety and sanitation services and everyone who testifies to that is absolutely correct, and that's how it was supposed to be. As the years went on, the security part fell off and the sanitation part rose or remained. And so, in recent years with Mr. Hill as the Director, um, what happened is that, my colleague prevailed, as he should have, to begin to restore safety to the budget. Um, we, I'm talking for myself now, that the theory is you don't really need security officers out there, you need um, off-duty police officers with police powers. Um, they cost a bit of money, but they're worth every penny of it, and so we began the process of trying to restore security to the budget, and I think my colleagues from the district will say that maybe not fast enough, maybe not sure enough, and maybe depending too much on grants that have actually come in for us in the current fiscal year.



## MINUTES

So, I'm here to support this budget um, and to um, very well understanding the safety concerns that we have throughout our district um, and I understand that and I have confidence that as this year, in the coming year, we'll be able to attract the kind of support for safety um, from different funders that you've heard about that we did this year. Cameras are a part of that, so it's not all officers, it's also the CityStat-related cameras, but they've been very important to us as well."

President: "Thank you."

Ms. Pamela Wilson: "Thank you very much. My name is Pamela Wilson, and I live at 9 East 27<sup>th</sup> Street. I'm a resident property owner and Charles Village Community Benefits District surtax payer. I wish to protest uh, this budget uh, because I believe I will be harmed by the lack of surtax monies dedicated in the budget under consideration to supplemental security. Although crime is a very serious issue in Charles Village, and although the CVCBD was voted in by members of the community for the primary purpose of providing supplemental uh -- safety, with the promise of security details 24-7, over the years the Benefits District has been negligent in providing any significant service to address this issue.

## MINUTES

In fact when before the vote took place, when people were being urged more than 20 years ago to vote for this, um, a member of our community appeared at one of the meetings and was questioning whether they should do this, and they were "shot down" by one of the supporters saying "What do you want, another murder?", because murder of a young man was what precipitated this idea, uh, and this is what I ask now. I mean are we being asked to accept another murder instead of putting our monies into security? Last year the Board of Estimates seriously advised the Benefits District that they must dedicate more money uh, into safety uh, in the future, and because the greater portion of last year's budget was for sanitation, two members of your Board voted against it. During the past year, our community did receive a few hours weekly of off-duty Baltimore City policing in an attempt to finally provide some real safety services. This came after two years of community pushing to get more security because it had been cut from the budget completely. They said we can't do anything about security. We pushed and now we're getting the off-duty police.

## MINUTES

Uh, and at uh -- every safety committee meeting that I have attended at the Benefits District over these past months, this program was praised by the Northern District and everyone in attendance as effective in helping to combat crime in our area. Yet, rather than increasing the funding for this program in this budget, it, um, the security, off-duty policemen have been cut in half. The CVCBD representatives, as you have heard, are saying that they are relying on grants, one of them from Johns Hopkins Homewood Community Partnership Initiative. I was an early member of that and I brought that up continuously that we would like funding from Hopkins to support this, but we never heard any real interest uh, in doing that. Furthermore, I believe that until this grant money is received, it should not affect this spending of our surtax monies at present for security. For years the Benefits District came to the Board of Estimates with budgets containing wished for and applied for grants, most of which never materialized, and this could be the same. So, unless the Benefits District has a formal letter from the HCPI committing to a specific amount of grant monies and a firm date as to when the funding will be given, within the budget period, the funding for the CVCBD off-duty uh, Baltimore City policing program, will only come from our surtax monies at a very low level indicated in this budget.

## MINUTES

And even if Hopkins gave a firm commitment, should the payment of the grant take place in three months, six months, next year or however longer, the community will still be missing out on what we need to keep our citizens safer until that time, and how long will Hopkins even continue, how many years will they continue to fund this? Putting the vast majority of our surtax funds into emptying corner trash cans and taking over the requirements of property owners to sweep their streets and keeping their alleyways clean is not a supplemental service. Ordinary citizens can do this, but we cannot be the police whose additional hours would be supplemental. Workers on Patrol programs, that they have under their security, uh, budget, um, are done in the city, all over the city, by volunteer community associations and we don't have to use surtax money for this. Our surtax money should be first and primarily be spent to secure our community, its older residents, its families, JHU students, area employees and visitors to Charles Village.

## MINUTES

If and when Hopkins decides to fund the Benefits District, then let it be for the sanitation services. We can live without sanitation services, but we cannot necessarily live without safety and security services as armed robbers and even those in Charles Village have proved. So I ask you to please reject the budget in front of you and send it back to the CVCBD Board to be rewritten to provide a much greater portion of their budget to security. Specifically, designating it for the continuation of the present program providing off-duty Baltimore City policing and to the expansion of this program. Thank you very much."

President: "Thank you."

Mr. Steve Gewirtz: "I'm Steve Gewirtz, I live at 3007 Guilford Avenue, I've lived there since 1970, and I've lived in Charles Village since 1967. When I first moved to Charles Village, I could go out for a walk even at midnight just to clear my head, and think about something. I wouldn't dare do that now. It's just not safe after it's dark. When they proposed the Benefits District, they said we're going to provide security 24-7 and a little bit of sanitation."

## MINUTES

Now they've reversed that. I think they should keep up what they promised. And we need the off-duty police, and it shouldn't depend on whether Hopkins or the Abell Foundation are giving us a grant. The only thing mentioned by the uh, Board of the Benefits District was their survey. I tried doing it online and each time I hit "submit," the computer just froze up and nothing happened. I tried it again, same thing. So, I don't know how well their survey worked. It's certainly, I can't tell whether anything I said, anything I submitted was in the survey. It just didn't have any response to tell me "Yes, you've been counted" or anything else, so that makes me wonder about the accuracy of the survey. Thank you."

President: "Thank you."

Comptroller: "I have a question - how many people responded to the survey?"

President: "You guys talk in the mic."

Comptroller: "Wait a minute, he said --"

President: "You have to speak in the mic if you're going to talk."

## MINUTES

Mr. Hill: "You're talking about the independent survey research that was done by Johns Hopkins. Yes, the sample there was about 300, but the survey that we're talking about that we conducted internally was responded to by about 60."

Ms. Mary Pat Clarke: "Mary Pat Clarke. I'll be sure to deliver a copy of both surveys to this Board."

President: "Thank you. Appreciate it."

Ms. Christian Wilson: "My name is Christian Wilson. I live at 9 East 27<sup>th</sup> Street. Um, one of the important things that David Hill did state was that they advised the various associations and they pass out their survey information to these associations and they put it on the internet. Despite what you've heard, 63 percent of the population of greater Charles Village lives in either poverty or under less than the poverty level. That means to me, and I think it will mean to all of you, that these people do not have computers, are not probably computer literate, and when you talk about passing out these surveys to the various associations, if you ever have attended any of the general meetings of the CVCBD, CBCA, Abell Improvement, Harwood Association, you will find that you probably have in attendance less than 20 people."

## MINUTES

Twenty people in a population of 14,000 is not exactly a representation of the community's views and ideas. Additionally, in looking at the budget proposed, what we had worked for, for many years writing to the City Council about getting off-duty police, and which last year, members of this group stated that they wanted the security to improve, it has been reduced by 50 percent. Line 21 on their budget reflects this. Ah, during the 2014 fiscal year, they spent approximately \$112,000.00, now they intend on spending \$56,000.00 in the thought that they're going to get some money from Johns Hopkins and the Abell Improvement, uh the Abell Foundation, excuse me. Well we've heard this story repeatedly, year after year after year, where they had a grant in for this and a grant in for that and in many instances, none of these grants came to fruition. So, the budget has to reflect now an increase in security in order to provide the protection that the citizens and residents of Charles Village desire and want. Thank you."



## MINUTES

President: "Thank you."

Ms. Joan Floyd: "Thank you Mr. President. Um, gosh, I don't know, can you hear me? My name is Joan Floyd and I'm at 2828 N. Howard Street and um, I have a slightly different protest here today. Um, I just want to point out for the record that this budget is not coming to you from an elected body, uh, and it's not going to go from you to an elected body. This is basically where it ends, and um, you're uh, you're basically this is the act of levying a tax. Um, aside from all the other things that people have said today, this is the act of this Board levying a tax on property owners, and it's outside the Ordinance of Estimates. We just heard about what's going on with the Ordinance of Estimates. This is completely outside the Ordinance of Estimates. Now you know, coming here saying this to you has become somewhat of an annual ritual for me, and what happens is I bring the issue comes up and the issue gets ignored, and I think that it's wrong for this body to keep ignoring this issue. It's a serious issue, it's, some people like to refer to it as "taxation without representation," but again you, you do not

## MINUTES

have an elected body approving this surtax levy and um, it's just, um, it just occurred to me when I was listening to Mr. Wilson talk, if you really want to know what people think, you don't do a survey, you have an election, so I will leave you with that thought."

President: "Thank you."

Ms. Clarke: "May I just add, may I just add a word please?"

City Solicitor: "State your name."

Ms. Clarke: "Mary Pat Clarke. Basically, um -- honest minds do differ here. What we have done at the Board of the Charles Village Community Benefits District is begin to restore the safety component which was neglected um, for so many years, and I think in the past year, we have demonstrated that we are able, it is more expensive per unit of safety than it is per unit of sanitation, but that we have demonstrated as an organization that we are able to bring up the budget through grants um, to be comparable to sanitation. That's what's being proposed here again this year based on a year of saying that would happen and it has, um, and so I would ask you to give us that opportunity to try to meet our budget of projections with grants funded from

## MINUTES

the Homewood Initiative and from the Abell Foundation; and of course Abell has already been a source of uh -- CitiStat, of CitiStat cameras, CityWatch, I'm sorry."

Comptroller: "I have a question. You, you indicated that for Fiscal 2014, that more money was spent on safety than sanitation, so could you provide me the financial statements that documents that?"

Mr. Hill: "Uh, yes, certainly. I would like to address one comment that was uh -- made by Mr. Christian Wilson. My name is David Hill again, um - He said that we have not had much luck over the years getting grants, and that's actually incorrect. We had a lot of good fortune with respect to getting grants for our sanitation trucks, for the trash baskets, for safety initiatives. This year alone, and I'm repeating myself here, uh, we've gotten three safety-related grants, uh \$130,000.00 from the Abell Foundation for the purchase of, of surveillance cameras, which are now installed; another \$24,000.00 from the Governor's Office of Crime Control and Prevention uh -- for two

## MINUTES

cameras and those are now installed, and they monitor 24-7 by CityWatch; uh, and then another \$50,000.00 from the Abell Foundation to support our, our safety patrol program. That money uh, has been spent, and they are now approved for the renewal of that grant, but that grant ended in the end of March. So, now as part of the grant application that we've got in, we're asking them to continue to support that program."

City Solicitor: "Would you be so kind as to let us have a report when both the Abell application and the Hopkins um -- request have been acted on by those two organizations?"

Mr. Hill: "Yes, absolutely."

City Solicitor: "Thank you."

President: "Thank you."

Comptroller: "I have another question. If, if you're confident that the Charles Village will receive these grants, why would you not allocate it or distribute the funds more evenly? Why would you decrease safety by almost \$200,000.00 and sanitation Fiscal '15 by \$2,000.00?"

Mr. Hill: "Because uh -- we can only base the budget on money that we're absolutely confident that we're going to get - that

## MINUTES

is the surcharge tax money; uh, regular annual contribution from Johns Hopkins and then the um, uh, program income that we get for the number of contracts that we have for -- and so forth; those are the only three "pots of money" that are reflected; we can't -- unless we've got the money."

Comptroller: "I understand that you can't spend money that you don't have, but is that money restricted? My question is why can't you allocate it more evenly? Sanitation was decreased by \$2,000.00 and safety was decreased by \$200,000.00 for Fiscal 2015."

Mr. Hill: "Yes."

Ms. Clarke: "We can't ask funders for money for safety and then apply it to sanitation. We've got to, we have to show a budget which is honestly based on the revenue "streams" that that Mr. Hill has indicated. We can't go to Abell and, and then do a "switch and bait" --"

Comptroller: "I understand that."

Ms. Clarke: "-- or whatever you call it where you ask for money for an officer and then, you --"

## MINUTES

Comptroller: "I understand that. I understand that."

Ms. Clarke: "-- for trash collection."

Comptroller: "I understand that. I understand that, I understand that clearly, Councilwoman, but the question that I have is, in preparing the budget, when you apply for these grants, why can't you ask for sanitation and safety and not have it restricted to safety?"

Mr. Hill: "In, in the grants?"

Comptroller: "in the grants."

Mayor: "She's, I think the issue might be what the organizations give funding for?"

Comptroller: "Okay, so it's restricted?"

City Solicitor: "It's easier, it's easier to get funding for safety, I'm confident, than for sanitation."

Mr. Hill: "Absolutely. It's safe to say that there is no money at all for "boots on the street" for sanitation programs. We have gotten we've been successful in funding our sanitation trucks and our trash baskets and a few other things like that, but uh, in terms of funding my staff to provide sanitation services, that's not going to happen. Uh, you can however get that kind of money for safety."

## MINUTES

Comptroller: "Okay."

President: "I'll entertain a Motion."

City Solicitor: "MOVE approval of the recommendation by GB--  
BBMR to adopt, or to approve the budget submitted by the  
association district."

Deputy Director Public Works: "I second."

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

Comptroller: "I oppose because the problem that I have with the  
CVCBD is that it will not service the um, it will not fund the  
service of safety independent of grants, and this approach does  
not comply with what the protestants state was the purpose of  
the tax, uh of the surtax and that security, should not be --  
safety and security should not be dependent upon grants, so my  
vote is "NO."

President: "Please note that the Comptroller votes "NO." The  
Motion carries."

\* \* \* \* \*

3007 Guilford Avenue,  
Baltimore, MD 21218-3926.  
410-243-1850 (home),  
443-226-3214 (cell)  
[gewirtz90@comcast.net](mailto:gewirtz90@comcast.net)  
May 5, 2014

Board of Estimates,  
c/o Clerk to the Board of Estimates,  
Room 204, City Hall,  
100 North Holliday Street,  
Baltimore, Maryland 21202.

Re: Protest of the proposed FY2015 budget of the Charles Village Community Benefits District

Dear Board of Estimates:

I hereby protest the proposed FY2015 budget adopted by the board of the Charles Village Community Benefits District (CVCBD) on April 8, 2014 for submission to you for your approval, and I ask to be heard when you consider the proposed budget. I submit below some relevant history followed by several reasons that the budget should be rejected.

1. When CVCBD was created in 1994, we residents were told that it was needed primarily to provide security. Indeed, we were promised 24/7 security patrols. This followed a murder in an alley behind the 2400 block of Saint Paul Street. Since then, there have been quite a number of murders throughout the district, particularly in Harwood and on Greenmount Avenue.
2. When CVCBD started, it provided security foot patrols by employees of the Wackenhut security firm. Later, those patrols were replaced by patrols in a vehicle by employees of CVCBD.
3. Several years ago, CVCBD Executive Director David Hill stated that the security patrols were "half assed" (his words), and CVCBD ended the patrols and instead expanded its sanitation program and installed a large number of mesh trashcans. After complaints that the mesh cans were feeding rats, those cans were replaced with rat resistant cans. Let me note that most of the trash being picked up in the CVCBD trashcans is household trash that should be put in proper trash cans for the weekly City trash collection.
4. About three years ago, after Midtown had instituted security patrols by off duty Baltimore City police officers, CVCBD instituted a similar program. However, those patrols have been very limited in scope, while CVCBD continues to spend far too much money on sanitation and on maintaining and emptying trashcans.

The proposed budget would spend more on sanitation than on safety. We do not need to be Trashcan Village, and residents are quite capable of putting their trash in proper trashcans for the weekly City trash pickup. Indeed, those of us who do handle our trash properly are paying both for City and CVCBD trash pickups. Moreover, we residents and homeowners are capable of sweeping our own sidewalks and alleys as required by City law. We do not need a nanny state CVCBD to do that for us.



At the same time, we need more security patrols. Those of us who live where Johns Hopkins University patrols (and it does provide excellent security patrols where I live) still should receive some of the security patrols from CVCBD that we are paying for. And when one considers that there have been several murders on Greenmount Avenue, CVCBD should add to the patrols being provided by the Baltimore City Police Department.

A few years ago, CVCBD budgets included grants that CVCBD hoped to get, and the figures in its budgets often were fantasy. Therefore, the Board of Estimates has wisely instructed CVCBD not to include such grants that have not been finalized. I realize that CVCBD has applied for a grant to increase its expenditure on public safety to an amount roughly equal to that to be spent on sanitation. But even if that grant materializes, CVCBD should be spending far more on public safety than on sanitation.

For the reasons given above, I strongly urge the Board of Estimates to require CVCBD to rework its spending plans to provide far more security patrols by off duty Baltimore City police officers.

Finally, let me note that much of my protest is that same as that which I submitted last year. That is because the issues have not changed. Let me add too that last year, two members of the Board of Estimates voted against approving the budget because it did not spend enough on public safety, and that a third member advised CVCBD to submit a budget for the following year, i.e. for this coming fiscal year, that would spend much more on public safety.

Sincerely,

A handwritten signature in cursive script, reading "Stephen J. Gewirtz". The signature is fluid and stylized, with a long horizontal flourish extending from the end.

Stephen J. Gewirtz, Ph.D.,  
Homeowner and CVCBD taxpayer since the inception of CVCBD.

## **PROTEST OF THE CVCBD&MA 2014/2015 BUDGET**

9 East 27th Street  
Baltimore, MD 21218  
May 17, 2014

The Honorable President of the Board of Estimates  
and Members of the Board  
Board of Estimates  
c/o Clerk, Board of Estimates  
City Hall, Room 204  
100 N. Holliday St.  
Baltimore, MD 21202

RE: Consideration of the Charles Village Community Benefits District  
and Management Authority's (CVCBD&MA's) 2014/2015 budget

Dear Madam President and Chair and Board Members:

I am a resident property owner and Charles Village Community Benefits District surtax payer. I wish to protest the Charles Village Community Benefits District and Management Authority's (CVCBD&MA) request for approval of their 2014/2015 budget because I believe I will be harmed by the lack of surtax monies dedicated in this budget under consideration to safety programs.

Although crime is a very serious issue in Charles Village and although the CVCBD was voted in by members of the community for the primary purpose of providing supplemental safety programs and with the promise of security details 24/7, over the years the CVCBD has been negligent in providing any significant service to address this issue.

Last year the Board of Estimates seriously advised the CVCBD that they must dedicate more safety funding in their budget in the future and, because the greater portion of last year's budget was for sanitation, two members of your board voted against it. During the past year our community received a few hours weekly of off-duty Baltimore City policing in an attempt to finally provide some real safety services. And at every CVCBD Safety Committee Meeting I attended over the past months this program was praised by the Northern District as effective in helping to combat crime in our area. Yet, rather than increasing the amount of funding for this program the upcoming CVCBD budget under consideration here cuts last year's budget for this program by 50%.

The CVCBD representatives will tell you that they are relying on a very large grant they hope will come to them from Johns Hopkins "Homewood Community Partnership Initiative" (HCPI) and actually, as an early member of HCPI I urged the Partnership to support extra policing in our community but never heard any real interest to do this. Furthermore, I believe that until this grant is received it should not affect the spending of our surtax monies at present. For years the CVCBD came to the Board of

To : The Honorable President of the Board of Estimates  
and Members of the Board

Dated: May 17, 2014

Page 2 –

Estimates with budgets containing wished-for and applied-for grants, most of which never materialized. This may very well be the same situation.

So, unless the CVCBD has a formal letter from HCPI committing to a specific amount of grant monies and a firm date as to when this funding will be given to the CVCBD, the funding for the CVCBD's off-duty Baltimore City policing program will come only from our surtaxes at the low level indicated in this budget. Even with such a firm commitment, should the payment of the grant take place in 3 months, 6 months, next year or however much longer, our community will still be missing out on what we need to keep our citizens safer until that time.

Therefore, I ask you to reject the budget in front of you and send it back to the CVCBD Board to be rewritten to provide a much greater portion of their budget to security, specifically designating it for continuation of the present program providing off-duty Baltimore City policing and to the expansion of this program.

Thank you for your time and consideration.

Respectfully yours,

A handwritten signature in cursive script, appearing to read "Pamela J. Wilson".

Pamela J. Wilson  
410-889-6277  
pwilson@portlightinc.com

2828 N. Howard Street  
Baltimore, MD 21218

410-662-9104 [joanlfloyd@hotmail.com](mailto:joanlfloyd@hotmail.com)

10 June 2014

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

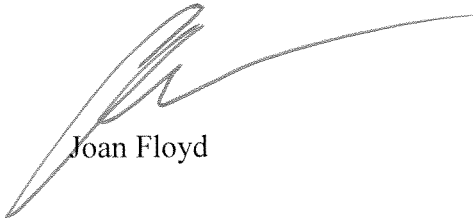
Re: Protest of 2014-2015 CVCBD Budget – Agenda for June 11, 2014

Dear Board of Estimates President and Members:

As a resident homeowner within the boundaries of the CVCBD tax district, I object to this Board's approval of the 2014-2015 CVCBD budget. The budget includes a tax, and this Board does not have the power to give final, enforceable approval to a tax.

As a result of this unlawfully approved tax, I will receive a tax bill for my property.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Joan Floyd', with a long, sweeping horizontal line extending to the right.

Joan Floyd

## PROTEST OF THE CVCBD&MA 2014/2015 BUDGET

9 East 27<sup>th</sup> Street  
Baltimore, MD 21218-4331  
**May 18, 2014**

The Honorable President of the Board of Estimates  
And Members of the Board  
C/o Clerk to the Board of Estimates  
City Hall, Room 204  
100 N. Holliday Street  
Baltimore, MD 21202

Re: Consideration of the Charles Village Community Benefits District and  
Management Authority's (CVCBD&MA's) 2014/2015 Budget

Dear Madam President, Chair and Board Members:

As a resident property owner and CVCBD surtax payer, I wish to protest the  
CVCBD&MA's request for approval of their budget.

This budget specifically is one tailored to provide sanitation services for a community of  
residential property owners and students who are prepared to provide these services as  
mandated by law. There is no reason for this entity to clean up the sidewalks and streets  
of the community as the city is now providing these services and will hopefully do so in  
the future.

We do need security services and was promised this when the governmental body was  
created 20 years ago, and without it our lives are at risk. We have a younger population  
within our community as evidenced by the university within our borders and many of  
these students are experiencing living away from home for the first time and have never  
lived in a city. They often wander into neighborhoods which may be unsafe and they  
also repeatedly walk down allies.

Please send the budget back to the CVCBD&MA and have them change it completely to  
reflect more security services.

Very truly yours,

  
Christian H. Wilson

## MINUTES

Bureau of Water & Wastewater - On-Call Agreements

The Board is requested to approve and authorize execution of the various On-Call Project and Construction Management Assistance Services Agreements with the following consultants:

	<u>Consultant</u>	<u>Project Number</u>	<u>Amount</u>
1.	<b>RUMMEL, KLEPPER &amp; KAHL, LLP</b>	<b>PROJECT 1402</b>	<b>\$4,000,000.00</b>

The Construction Management Division is in need of assistance from Rummel, Klepper & Kahl, LLP to provide construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings and review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support under this on-call agreement.

<b>MBE:</b> Baker Engineering Services, Inc.	5.00%
Bryant Associates, Inc.	7.00%
Eborn Enterprises, Inc.	5.00%
E2CR, Inc.	5.00%
Sidhu Associates, Inc.	5.00%
	<b>27.00%</b>

<b>WBE:</b> Constellation Design Group, Inc.	0-10%
Ross Technical Services, Inc.	0-10%
	<b>10%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

Bureau of Water & Wastewater - cont'd

	<u>Consultant</u>	<u>Project Number</u>	<u>Amount</u>
2.	<b>HILL INTERNATIONAL/ KCI TECHNOLOGIES, INC.</b>	<b>PROJECT 1404</b>	<b>\$4,000,000.00</b>

The Construction Management Division is in need of assistance from Hill International/KCI Technologies, Inc. to provide construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, and review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support under this on-call agreement.

<b>MBE:</b> Navarro & Wright Consulting Engineers, Inc.	7.00%
Dhillon Engineering, Inc.	5.00%
Mimar Architects, Inc.	15.00%
	<b>27.00%</b>
<b>WBE:</b> Constellation Design Group, Inc.	5.00%
The Robert B. Balter Company	5.00%
	<b>10.00%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

Bureau of Water & Wastewater - cont'd

	<u>Consultant</u>	<u>Project Number</u>	<u>Amount</u>
3.	<b>LOUIS BERGER WATER SERVICES, INC.</b>	<b>PROJECT 1405</b>	<b>\$4,000,000.00</b>

The Construction Management Division is in need of assistance from Louis Berger Water Services, Inc. to provide construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, and review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support under this on-call agreement.

<b>MBE:</b> Tech International Corp.	0-27%
Savin Engineers, P.C.	0-27%
Dhillon Engineering, Inc.	0-27%
Environ-Civil Engineering, Ltd.	0-27%
Kumi Construction Management	0-27%
Sidhu Associates, Inc.	<u>0-27%</u>
	<b>27%</b>

<b>WBE:</b> Ross Technical Services, Inc.	0-10%
PEER Consultant, P.C.	<u>0-10%</u>
	<b>10%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

The period of the agreement is effective upon Board approval for three years, or until the upset limit is reached, whichever occurs first.



**MINUTES**

Bureau of Water & Wastewater - cont'd

These On-Call Contracts are necessary to provide services related to Consent Decree projects and other infrastructure related projects and will allow great latitude in staffing and funding availability to ensure that the requirements and deadlines for those projects are met.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing On-Call Project and Construction Management Assistance Services Agreements

**MINUTES**

Bureau of Water and Wastewater - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a reimbursement to Mr. Johnnie Dallas for renewal of an Operator Water Distribution License.

**AMOUNT OF MONEY AND SOURCE:**

\$75.00 - 2071-000000-5521-632401-603022

**BACKGROUND/EXPLANATION:**

Mr. Dallas failed to submit a cash receipt or a cancelled check prior to 40 working day period required by AM 240-11.

The Department of Public Works will reimburse employees for permanent certification once every three years based on the provision of the AFSCME Council 67 and Local 44, contract Article 18E, 19-D by paying the applicable certificate fee for Water and Wastewater operators. Employees who hold temporary or limited certifications will not be reimbursed.

The receipt from the Maryland Board of Waterworks and Waste System Operators application for certificate renewal indicates a total amount of \$225.00. However, the fee of \$75.00 is for renewing his certificate and a \$150.00 late fee which is not refundable.

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 a reimbursement to Mr. Johnnie Dallas for renewal of an Operator Water Distribution License.

**MINUTES**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 31, to Rummel, Klepper & Kahl, LLP, and (RKK), under Project 1301, On-Call Project and Construction Management Assistance Inspection Services.

**AMOUNT OF MONEY AND SOURCE:**

\$569,695.85 - 9956-905620-9551-900020-705032

**BACKGROUND/EXPLANATION:**

The RKK will provide project management and construction services for S.C. 933, Gwynns Run and High Level Interceptor Cleaning.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 31, to Rummel, Klepper & Kahl, LLP, (RKK), under Project 1301, On-Call Project and Construction Management Assistance Inspection Services.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Sandra A. Byrd	Equal Employment Opportunity Com- pliance (EEOC) 17 <sup>th</sup> Annual EXCEL Training Conf. San Diego, CA Aug. 11-15, 2014 (Reg. Fee \$1,344.00)	General Funds	\$2,760.00
<p>The registration fee of \$1,344.00 will be paid on City procurement card assigned to Ms. Dhirendra Sinha. The amount of \$1,416.00 will be disbursed to the attendee.</p>			
2. Damonnen Taylor Mohammed Khan Freda Caccvale Tayvon Darden	Flow Jet Water Cutting Machine System Jefferson, IN June 22-26, 2014	General Funds	\$3,315.20
3. Barry Robinson	Cities for Cycling Technical Meeting Chicago, IL June 18-21, 2014	Cleaner Greener Transportation - Private Grants	\$1,368.06

The subsistence rate for this location is \$257.00 per night, plus hotel taxes of \$40.02 per night. The hotel cost is \$244.00 per night. The Department is requesting additional subsistence of \$27.00 per day for meals and incidentals. This amount has been included in the total.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City</u>			
4. Kevin Garfield Amado, Sr.	2014 Nat'l. Conf. on Addiction Disorders/ Behavioral Health- care Leadership Summit St. Louis, MO Aug. 22-26, 2014	FY 14 Alcohol & Drug Treat- ment Grant/ State Funds	\$2,242.66

The subsistence rate for this location is \$174.00 per night, plus hotel taxes of \$117.66. The hotel cost is \$139.00 per night. The Department is requesting additional subsistence of \$5.00 per day for meals and incidentals. The registration fee of \$495.00 was prepaid by a City-issued check EA No. 000140154. The amount of \$1,747.66 will be disbursed to the attendee.

Department of Public Works

5. Ebony Johnson	Maryland Government Finance Officer Assn. Funds 2014 Summer Conf. Ocean City, MD June 18-20, 2014 (Reg. Fee \$234.00)	Water	\$ 913.10
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Baltimore City Health Department

6. Lori Toscano	Cure Violence Secondary Assessment Recife, Brazil May 25-31, 2014		\$ 0.00
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MINUTES

TRAVEL REQUESTS

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of source of funds, cost of trip, or length of absence.

This travel request was submitted late because of the administrative review process.

The Board, UPON MOTION duly made and seconded, approved the foregoing travel requests.

## MINUTES

PROPOSAL AND SPECIFICATIONS

- Department of Public Works/  
1. Bureau of Water & Wastewater
- WC 1309, AMI/R Urgent Need  
Metering Infrastructure  
Repair and Replacement,  
Various Locations (3" &  
Larger Water Service)  
**BIDS TO BE RECV'D: 07/16/2014**  
**BIDS TO BE OPENED: 07/16/2014**
- Department of Public Works/  
2. Bureau of Water & Wastewater
- WC 1310, AMI/R Urgent Need  
Metering Infrastructure  
Repair and Replacement,  
Various Locations (3" &  
Larger Water Service)  
**BIDS TO BE RECV'D: 07/16/2014**  
**BIDS TO BE OPENED: 07/16/2014**

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

President: "There being no more business before this Board, the um, meeting will recess until bid opening at 12 Noon."

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## MINUTES

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Bureau of Purchases

- B50003319, Installation of  
Sports Floor Surfaces  
**BIDS TO BE RECV'D: 06/25/2014**  
**BIDS TO BE OPENED: 06/25/2014**



## MINUTES

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

<u>Department of General Services</u>	-	<u>GS 13807R, MECU Building Window Replacement</u>
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Tito Contractors, Inc.  
JAK Construction Co., Inc.  
JLN Construction Services, LLC

<u>Bureau of Water and Wastewater</u>	-	<u>SC 924, Arc Flash Hazard Improvements at the Patapsco Wastewater Treatment Plant</u>
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Enterprise Electric Company  
JLN Construction Services, LLC

<u>Bureau of Water and Wastewater</u>	-	<u>SC 925, Arc Flash Hazard Improvements at the Back River Wastewater Treatment Plant</u>
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Enterprise Electric Company  
JLN Construction Services, LLC  
\*INCON, Inc.

UPON FURTHER MOTION, the Board found the bid of INCON, Inc. **NON-RESPONSIVE** because of the company was not pre-qualified by the City and therefore ineligible to submit any bid for this Project.

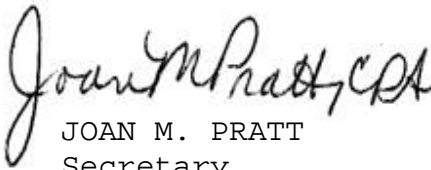
## MINUTES

- Bureau of Water and Wastewater - WC 1262, East Baltimore  
Midway Neighborhood &  
Vicinity - Water Main  
Replacements
- Spiniello  
Metra Industries, Inc.  
Civil Construction, LLC  
Anchor Construction Corp.
- Bureau of Water and Wastewater - WC 1266, Mt. Vernon &  
Seton Hill Area - Water  
Main Replacements
- Civil Construction, LLC
- Bureau of Purchases - B50003533, Supply,  
Prepare and Deliver  
Foods to Two Head Start  
Centers
- Meals On Wheels  
St. Vincent DePaul of Baltimore  
Charm City Catering

## MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, June 18, 2014.

  
JOAN M. PRATT  
Secretary