

**MINUTES****REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President  
Honorable Catherine E. Pugh, Mayor  
Honorable Joan M. Pratt, Comptroller and Secretary  
Rudolph S. Chow, Director of Public Works  
Andre M. Davis, City Solicitor  
Dana P. Moore, Deputy City Solicitor  
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. This is the Board of Estimates meeting for January 9, 2018-- 2019. The Board of Estimates is now called to order. In the interest of promoting order and the efficiencies of these hearings, persons who are disruptive um -- to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the Memorandum from my office dated January 7, 2019 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller.

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I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "I move approval Mr. President."

Comptroller: "I second."

President: "All of those in favor say Aye. All of those opposed, nay. The motion carries. The routine agenda has been adopted."

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**MINUTES**

Department of Public Works/- Public Hearing on Proposed Rate,  
 Department of Finance \_\_\_\_\_ Increases for Water, Wastewater,  
 Stormwater Charges and Enhanced  
Customer Assistance Program

**ACTION REQUESTED OF B/E:**

The Board is requested to hold a public hearing on January 9, 2019 on proposed rate increases for water, wastewater and stormwater charges and an enhanced Customer Assistance Program (Baltimore H2O Assists - H2O Assists). The proposed rates, if adopted will become effective beginning on July 1, 2019, July 1, 2020, and July 1, 2021. The proposed Baltimore H2O Assists will be available beginning July 1, 2019. Notice of the proposed rate changes will be published as required by law.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:****PROPOSED RATES:**

<b>Fund</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>
<b>Water</b>	9.9%	9.9%	9.9%
<b>Wastewater</b>	9.0%	9.0%	9.0%
<b>Stormwater</b>	9.0%	9.0%	9.0%

Pursuant to Ordinance 941, which implements the City Charter Amendment, approved by the voters in 1978, the water and wastewater utilities must be maintained as self-sustaining operations. In addition, Ordinance 13-143 implemented the City Charter Amendment to establish the stormwater utility as a self-sustaining enterprise. It is therefore the duty of the Director of Finance and the Director of Public Works to recommend to the Board of Estimates rates and charges to keep the utilities self-sustaining.

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Department of Public Works/ - cont'd  
Department of Finance

Compliance with Federal and State mandates as well as the demands of aging water, wastewater and stormwater infrastructure will require the City to continue to allocate revenues to fund multimillion-dollar capital projects.

WATER:

The FY 2020 - FY 2026 Water Capital Improvement Plan (CIP) portfolio appropriation is estimated at \$1.79 billion. Required maintenance and rehabilitation of our water system such as the rehabilitation of the Montebello Water Filtration Plant 1, chlorine safety improvements to Montebello Water Filtration Plants 1 & 2, and Citywide water main replacements are primary cost drivers within the Department's CIP. In addition to maintenance and rehabilitation projects, new construction also has a significant impact on the capital budget. The construction of the proposed new Fullerton Water Filtration Plant alone is estimated at \$635 million.

WASTEWATER:

Baltimore City signed a Consent Decree with the Environmental Protection Agency (EPA), the U.S. Department of Justice (DOJ), and the Maryland Department of the Environment (MDE) to fix the sewer system and prevent illegal discharges. As a result, the FY 2020 - FY 2026 Wastewater CIP portfolio appropriation is estimated at \$1.76 billion. The Wastewater Consent Decree mandates the completion of sewer pipe projects such as Outfall Phase II Sewershed improvements, Jones Falls Phase II Sewershed improvements and the Herring Run Phase II Conveyance System upgrade to meet regulatory compliance thresholds and reduce sanitary sewer overflows. The aforementioned Consent Decree projects are estimated at \$264 million. In addition to Consent Decree projects, Patapsco Power Reliability and Secondary Reactor rehabilitation, and upgrades to the Back River Wastewater Treatment Plant are necessary to keep pace with Clean Water Act environmental requirements. Improvements at Patapsco and Back River are estimated at \$143 million and \$69 million respectively.

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Department of Public Works/ - cont'd  
Department of Finance

**STORMWATER:**

The FY 2020 - FY 2026 Stormwater CIP portfolio appropriation is estimated at \$227 million. Restoring the integrity and ecological habitat of the Herring Run and Moore's Run streams are included in the CIP, along with the rehabilitation of storm drain systems located in the Patapsco, Jones Falls, and Gwynn's Falls drainage areas. These projects are necessary to minimize flooding impacts to surrounding communities and to meet the City's Municipal Separate Storm Sewer System (MS4) permit for water quality improvements. The current permit mandates that the City restore or remediate an equivalent of 20% of impervious surface to the maximum extent possible, the equivalent of more than 4,200 acres-worth of hard surfaces. This permit expired December 2018, and the next permit iteration will contain a similar requirement, which will need to be addressed through capital improvement projects. It is anticipated that the majority of the stormwater capital investment currently underway will be necessary to meet the future federal mandate. Additionally, funding for a stormwater hydraulic model was included to map out the current stormwater collection system as a means to evaluate the effective capacity of these pipes.

**PROPOSED RATE INCREASE:**

In order to maintain the utilities as self-sustaining, we are requesting a hearing to propose two changes: a three-year series of increases to our current water, wastewater and stormwater charges, and an enhanced customer assistance program (Baltimore H2O Assists).

The proposed water and wastewater rate increases apply to two components, fixed charges, and volumetric charges. The proposed increase for water is 9.9% and for wastewater is 9%, applied annually over a three-year period. The City's stormwater fee is based on the amount of impervious area on a property. The proposed increase for stormwater is 9% applied annually over a three-year period.

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Department of Public Works/ - cont'd  
 Department of Finance

The following table details the proposed monthly rates for fixed, volumetric, and stormwater rates over the three-year period:

<b>FIXED CHARGE COMPONENTS</b>						
	<b>FY 2020</b>		<b>FY 2021</b>		<b>FY 2022</b>	
	<i>Effective: July 1, 2019</i>		<i>Effective: Jul 1, 2020</i>		<i>Effective: Jul 1, 2021</i>	
<b>Account Management Fee (per bill)</b>	\$ 3.59		\$ 3.94		\$ 4.33	
<b>Infrastructure Charge</b>	<b>Water</b>	<b>Sewer</b>	<b>Water</b>	<b>Sewer</b>	<b>Water</b>	<b>Sewer</b>
	<i>per month</i>	<i>per month</i>	<i>per month</i>	<i>per month</i>	<i>per month</i>	<i>per month</i>
<u>Meter Size</u>						
5/8"	\$ 10.82	\$ 9.16	\$ 11.90	\$ 9.99	\$ 13.08	\$ 10.89
3/4"	\$ 19.48	\$ 16.48	\$ 21.41	\$ 17.97	\$ 23.53	\$ 19.59
1"	\$ 43.28	\$ 36.63	\$ 47.57	\$ 39.93	\$ 52.28	\$ 43.53
1-1/2"	\$ 75.73	\$ 64.10	\$ 83.23	\$ 69.87	\$ 91.47	\$ 76.16
2"	\$ 173.10	\$ 146.50	\$ 190.24	\$ 159.69	\$ 209.08	\$ 174.07
3"	\$ 302.91	\$ 256.37	\$ 332.90	\$ 279.45	\$ 365.86	\$ 304.61
4"	\$ 692.36	\$ 585.98	\$ 760.91	\$ 638.72	\$ 836.25	\$ 696.21
6"	\$ 1,244.09	\$ 1,052.93	\$ 1,367.26	\$ 1,147.70	\$ 1,502.62	\$ 1,251.00
8"	\$ 1,947.26	\$ 1,648.06	\$ 2,140.04	\$ 1,796.39	\$ 2,351.91	\$ 1,958.07
10"	\$ 2,758.62	\$ 2,334.75	\$ 3,031.73	\$ 2,544.88	\$ 3,331.88	\$ 2,773.92
12"	\$ 4,922.24	\$ 4,165.92	\$ 5,409.55	\$ 4,540.86	\$ 5,945.10	\$ 4,949.54
<b>VARIABLE RATE COMPONENTS</b>						
	<b>FY 2020</b>		<b>FY 2021</b>		<b>FY 2022</b>	
	<i>Effective: July 1, 2019</i>		<i>Effective: Jul 1, 2020</i>		<i>Effective: Jul 1, 2021</i>	
	<b>Water</b>	<b>Sewer</b>	<b>Water</b>	<b>Sewer</b>	<b>Water</b>	<b>Sewer</b>
	<i>per Ccf</i>	<i>per Ccf</i>	<i>per Ccf</i>	<i>per Ccf</i>	<i>per Ccf</i>	<i>per Ccf</i>
<b>Volumetric Rate (all units)</b>	\$ 3.01	\$ 7.98	\$ 3.30	\$ 8.70	\$ 3.63	\$ 9.48
<b>STORMWATER CHARGE</b>						
	<b>FY 2020</b>		<b>FY 2021</b>		<b>FY 2022</b>	
	<i>Effective: July 1, 2019</i>		<i>Effective: Jul 1, 2020</i>		<i>Effective: Jul 1, 2021</i>	
	<b>Stormwater</b>		<b>Stormwater</b>		<b>Stormwater</b>	
	<i>per month</i>		<i>per month</i>		<i>per month</i>	
<b>Stormwater Charge (per ERU)</b>	\$ 5.45		\$ 5.95		\$ 6.50	

If adopted, the proposed rates will become effective on July 1, 2019, July 1, 2020, and July 1, 2021.

Over the next ten years, it is anticipated that the rate increases will begin to slow as these water systems reach a steady state. The current construction program has created significant improvements to this infrastructure, allowing the City to meet its federal and environmental regulatory mandates. Investments, which were made in recent years such as sound asset management and a proactive maintenance strategy, have positioned the water utility to achieve a much more stable environment.

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Department of Public Works/ - cont'd  
 Department of Finance

Exhibit 1 below demonstrates the proposed three-year series of rate increases and, based on current assumptions, a gradually declining rate where the system will begin to reach a steady state starting in fiscal year 2027. For illustrative purposes, Exhibit 2 depicts the anticipated bill impact (under the proposed increases) on an average three person residential household in the City using 6 CCF of water per month (approximately 4,500 gallons) with service provided through a 5/8" water meter.

Exhibit 1: Proposed and Forecasted Rate Increases

	<b>FY 2020 Proposed</b>	<b>FY 2021 Proposed</b>	<b>FY 2022 Proposed</b>	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast	FY 2028 Forecast	FY 2029 Forecast
Water	<b>9.90%</b>	<b>9.90%</b>	<b>9.90%</b>	9.90%	9.90%	9.90%	6.00%	3.25%	3.25%	3.25%
Wastewater	<b>9.00%</b>	<b>9.00%</b>	<b>9.00%</b>	6.00%	6.00%	5.00%	3.25%	3.25%	3.25%	3.25%
Stormwater	<b>9.00%</b>	<b>9.00%</b>	<b>9.00%</b>	9.00%	9.00%	9.00%	9.00%	3.25%	3.25%	3.25%

Exhibit 2: Proposed Customer Impacts

<b>Proposed Customer Bill Impacts</b>				
<i>Monthly Charges for 5/8" Meter and 6 Ccf</i>				
	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
	<i>Current</i>	<i>Proposed</i>	<i>Proposed</i>	<i>Proposed</i>
Account Management Fee	\$ 3.26	\$3.59	\$3.94	\$4.33
Water Infrastructure Charge	\$ 9.84	\$10.82	\$11.90	\$13.08
Water Volume Charges	\$ 16.38	\$ 18.06	\$ 19.80	\$ 21.78
Sewer Infrastructure Charge	\$ 8.40	\$ 9.16	\$ 9.99	\$ 10.89
Sewer Volume Charges	\$ 43.92	\$ 47.88	\$ 52.20	\$ 56.88
Stormwater Charge	\$ 5.00	\$ 5.45	\$ 5.95	\$ 6.50
Bay Restoration Fee	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
<b>Total Bill</b>	<b>\$ 91.81</b>	<b>\$ 99.96</b>	<b>\$ 108.78</b>	<b>\$ 118.46</b>

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Department of Public Works/ - cont'd  
Department of Finance

COUNTY RATES:

The City provides wholesale potable-water service to Baltimore, Howard, and Anne Arundel counties. The City provides raw water to Carroll and Harford counties. Howard County recently signed a new service agreement, which was approved by the Board of Estimates in October 2017.

The new service agreement implemented a rate structure that is tied to City rate increases and is based on their reserved water capacity and annual consumption. Until formalized agreements are signed by Anne Arundel and Carroll counties, they will continue to receive water according to the rates shown below.

	FY 2020	FY 2021	FY 2022
<b>Anne Arundel County</b>	<b>\$2.85</b>	<b>\$3.13</b>	<b>\$3.44</b>
Wholesale Service (all units)			
<b>Carroll County</b>	<b>\$1.01</b>	<b>\$1.11</b>	<b>\$1.22</b>
Raw Water Service (all units)			

If adopted, the proposed rates will be effective on the date of July 1, 2019, July 1, 2020, and July 1, 2021. Increased cost of water and wastewater service will be passed on to Baltimore County through the City-County Agreements. Baltimore County establishes its own water rates with City concurrence.

CUSTOMER ASSISTANCE PROGRAM:

The City recognizes that rate increases can result in a significant burden to customers with limited incomes. For years, the DPW has offered three main assistance programs to Baltimore City customers with limited incomes: the Senior Assistance Program, the Low-Income Assistance Program, and the Hardship Exemption Program. While these programs are beneficial, the DPW seeks to expand the program to aid more customers in need.

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Department of Public Works/ - cont'd  
Department of Finance

It is recommended to create a new program, "Baltimore H2O Assists," which would apply to Baltimore City customers with a household income at or below 175 percent of the federal poverty level, regardless of age. The program would give a 43% discount towards the total water and wastewater volumetric charges. This new program would use the same structure as the existing senior assistance program but would apply the discount to a much larger population. It would also apply the Hardship Exemption that waives Bay Restoration and Stormwater fees.

Eligibility criteria for Baltimore H2O Assists will be determined by the Federal Poverty Line (FPL), which is updated each year in January. This new program will greatly assist those who are at or below 175% of the poverty line but do not meet the age requirements of the current Senior Discount Program. Seniors who are already enrolled in the current Senior Citizen Discount Program will qualify for the new H2O Assists program.

Although the DPW is proposing to enhance the existing customer assistance program by creating "Baltimore H2O Assists," the DPW will continue to offer other resources and programs that all customers have the opportunity to utilize. Customers who fall behind could still enter a payment program. The Customer Self-Service Portal enables customers to track and better understand their water consumption, and identify potential leaks. The DPW offers a stormwater credit program for both residential and non-residential customers, as described in the Stormwater Regulations, which were updated in 2017 with an expanded credit program.

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President: "The first item on the non-routine agenda can be found on page 1 to 7 Department of Public Works, Public Hearing on Proposed Rate Increases for Water, Wastewater Stormwater Charges and Enhanced Customer Assistance Program. First, we will begin with the presentation from the Department of Public Works, then we will hear from members of the public. Will the Department of Public Works representative please come forward?"

Mr. Troy Brodgen: "Good morning. Honorable Board do you have the presentation on the monitor as well, and I have handouts that um -- that I will give to you. Good morning City Council President, Honorable Madam Mayor, Madam Comptroller, Mr. Chow, Mr. Davis. My name is Troy Brodgen, I'm the CFO for Baltimore City's Department of Public Works, and here today with me also in support I have um -- Lauren Swiecicki, our Chief Engineer. Byron Davis, Chief of Customer Service, Paul Desantis, Chief of the Office of Legal and Regulatory Affairs, Marcia Collins, Chief of Legislative Affairs and Mike Gallagher, Acting Bureau Head for our Division of Bureau Water and Wastewater. Honorable Board, I am here today requesting

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your approval for the following agenda items; our enhanced Customer Assistance Program, also known as Baltimore H2O Assists, and to approve a rate increase for our utilities. That rate increase would be a three-year bundled package. The effective date would be uh - - July ah - 20 -- July 1, 2019 for both requests. The proposed rate increase for -- for the Water utility would be 9.9% and 9% for the Stormwater and Wastewater utilities. Uh -- as you can see um -- by the proposed customer Water Bill that impact for a family of three would be -- would be about \$9.00 for a family using about 6 ccf of water uh -- each ah -- month. One ccf is equal to 748 gallons but let's um -- be mindful that -- that could vary based on water usage so its \$9.00 but it could be a little lower. The Department of Public Works mission statement is to support the health economy and environment of our City and the region by providing customers with safe drinking water and keeping neighborhoods and waterways clean. We are a regional utility responsible for servicing 1.8 million customers across five jurisdictions including Baltimore City. However, we are relying on

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a 100-year old failing infrastructure system in order to support that mission. That's why I'm here today, to request the Board to approve the rate increase that will allow us to continue to address the decades of deferred maintenance and rehabilitation that's necessary for a \$4 Billion infrastructure system. Over the last several years, we have aggressively reinvested back into our century-old system. But with this proposed rate increase, we will be able to complete the requirements necessary to comply with the \$2 billion Consent Decree and the MS4 permit, and more importantly, we will be able to further our efforts with our underground infrastructure repair work. Before I move forward with the rate increase I would just like to show a few pictures uh -- that depicts some of the progress of the work that we have and I think it really give a meaningful impact of the efforts that we ah -- providing for the City, our customers and citizens. Here we have Back River; this sits on a 466-acre property. It has been in service since 1911, and we're are near completion of the upgrades, and expansion efforts that will allow us to meet the State of Maryland permit requirements regarding the quality of treated

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wastewater that we discharge back into our waterways. This is a \$586 million project. Here is our Patapsco Wastewater Treatment Plant and similar to Back River, we are upgrading the facility in order to meet the standards for the treated water that goes back into our waterways. This is a \$250 million project. The ultimate goal of the ongoing work at these two facilities is to restore the health of the Chesapeake Bay by reducing the amount of nutrients that we put back into our waterways. A note of reference is that both the Patapsco and the um -- Back River Wastewater Treatment Plants are two of the biggest wastewater treatment plants in the State of Maryland. Here we have the Back River Head Works Project. A \$430 million project that once completed, 80% of the City's sanitary sewer overflows by volume will be eliminated, and the project will further reduce the basement backups. This project is the direct result of a Consent Decree placed on the City because we did not do what was necessary many years ago. With this project, we used a construction at-risk contract and innovative and creative

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contracting approach that has the potential of saving the City millions of dollars based on the performance of the contractor. Here we have Druid Lake, this project was initiated to comply with the Federal Government's LT2 Guidelines regarding the maintenance of the quality of the finished water for our residents. The completion of this \$134 million project will include two underground storage tanks that will have a combined storage capacity of 50 million gallons. Also, the uncovered lake will provide various amenities that our residents will be able to enjoy. This is the Ashburton project and similar to Druid Hill, two underground tanks will be installed that will have a combined storage capacity of 50 million gallons, this is a \$136 million project. And here is Guilford tanks, a \$54 million project that will provide two covered tanks capable ah -- of storing 13 million gallons as well. Once construction is completed with three reservoirs, all five of the City's open finished water reservoirs will be covered thereby, ensuring not just the quality of our drinking water is maintained but that our drinking water is safe. So Board members what I have presented so far is ah - ah -- is

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a representation of our ongoing facility projects but as I stated the rate increase is needed to address our \$4 billion infrastructure system in its entirety, and more importantly to address our underground infrastructure that we have. So -- this is our water system consist of 4,000 miles of water mains, of which 1,500 miles are located within City limits also we have 1,400 miles of waste water pipe and 1,200 miles of Stormwater pipes that are within City limits as well. Here's an example of a -- a very old pipe, 100 year old pipe, and when any of those old pipes fail there's a possibility that ah -- safety concerns will follow. This is a water main break on Mulberry Street, direct result of a main failure. Ah -- now, not every main will cause this type of failure, but it's -- it's possible. Another water main break, well another main break caused this failure on Monument Street. If you would notice that, the buildings are still intact and have not been engulfed by the sinkhole due to the quick actions and responsiveness of our DPW team. Ah -- but more importantly we should also note that the quality of the restoration efforts to the right ah -- as a result of our work that we did. And this is another -- one more example of the failed infrastructure that --

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well the infrastructure that could fail causing um -- our City streets or just damage to the environment. But in light of the infrastructure failures that we just saw, the good news is that over the last six years we have accomplished -- accomplished our goals of repairing or replacing 15 miles of pipe each year so over the last six years that was 90 miles of pipe that were replaced or more importantly 900 city blocks in which we have new pipes that look like the pipe on the right hand side. And because of our recently created Asset Management Division, a unit that is responsible for the inventory and assessment of our entire utility system, we were able to detect the failing pipe that was at St. Agnes. So we have a pipe that's in the middle that uh -- has a new tech or a concept that when those pipes ah -- it will -- it will -- it will give us a warning when the system is failing. So we were able to avoid a severe ah -- a ah-- safety issue as well as millions of dollars ah -- being saved without an emergency contract happening having to be employed. If not, the pipe on the left hand side is a result of the old methods that were employed but the new method is the two uh -- the -- the middle and on -- on the right

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hand side of-- just the different versions of the ah -- of the view. So again, we avoided a possible shutdown of St. Agnes. Uh - - as declared in our mission statement, we support the preservation and health of our natural resources. There are many miles of streams, coastlines and hundreds of acres of forested watersheds that we must ah -- protect that we had have -- have a hand in protecting as well as the Inner Harbor. So what we discharged into the ah -- Inner Harbor is directly a result of the Patapsco River. So all of the efforts that we're doing at the ah -- wastewater treatment plant at Patapsco directly impacts the quality of the water that goes into our Harbor. Here we have Loch Raven, Liberty and Pretty Boy even though they're located in Baltimore County, they're still owned by Baltimore city and they require the uh -- the uh -- necessary maintenance and repairs and they're part of our infrastructure system as well. Many residents enjoy green space, Baltimore is an urban city but we have the good fortune of having vast amounts of green space and natural resources for our residents to enjoy. Again, it's the responsibility of DPW to

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protect and preserve city-owned resources. So Honorable Board, I believe that we all understand that one of the core responsibilities of the Department of Public Works to provide safe and healthy drinking water. But we also have to address the failing underground infrastructure that we know exists, as well as the safety issues throughout the city including drainage issues. In addition, we're charged to adhering to regulatory guidelines as well as protecting our environment. As you can see from this picture, what looks like drinking water coming out of that white container is actually treated wastewater that's the result of our um -- wastewater treatment facilities and our upgrade efforts that we are -- that are in progress. This is what our recent investments are yielding us at our wastewater treatment facilities and along with our Stormwater efforts, Baltimore is doing its part to restore the Bay and contribute to the improvement and preservation of our natural resources. So without the rate increase, there will be hard decisions and sacrifices that we will have to make. But what we know for certain, as a Department, is that the work that we're doing is not just for today but for future generations. Honorable Board, I will now move on to our Enhanced Customer Assistance

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Program, known as Baltimore H2O Assist. The Department of Public Works has been and will remain committed to supporting our customers who are having difficulties remaining current on their water bills. And we understand that with the new rate increase with the new rate increase proposal, there is a certain percentage of our population that will be affected by the increase and even though we have a current Customer Assistance Program that is effective and serves the purpose, we believe we can do better, not just in terms of the benefits offered but in -- but in simplifying the process. Currently our Customer Assistance Program offers a senior discount, a hardship exemption off the Stormwater and the Bay Restoration remedial -- remediation Fees and a grant for income and a grant for individuals that are behind on their water bill. However, numerous applications are required for this process. Our Enhanced Customer Assistance Program simplifies this process, only one application is required and we are removing the age limitation for the discounted consumption usage. Therefore, the 43% discount that was only applicable to seniors is now applied to everybody that meets our 175% of the Federal Poverty guidelines. So if you

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have three people in your household and your income is at or below \$36,365.00 then you would qualify. So for clarity, let me recap our Enhanced Customer Assistance Program. For households meeting the income criteria, which is 175% of the federal poverty level, they will receive a 43% discount off their water and sewer use charges. They will receive the hardship exemption, which is a waiver of the storm water and Bay restoration remediation fees. In addition, individuals can receive all of the benefits regardless if they are current or behind on their water bill. DPW is taking an active approach to providing assistance for all customers that need it. You don't have to be ah -- behind on your bill. However, if customers are delinquent they still can receive a ah -- grant up to \$236.00 that will be applied to past due balances. As I conclude, I want to finish by saying that we have a very robust and a very encompassing program that is predicted to help over well as -- let me say nearly 43,000 households based on the latest consensus -- on the latest census data. So, Honorable Board, that concludes my presentation I recommend that you approve both the Baltimore H2O Assist Program, and the Proposed Water, Wastewater

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and Stormwater three-year rate increase. Thank you."

President: "Thank you. Ah - we will now here from those who have sent in letters of protest."

Mayor: "Can I ask a -- "

President: "Yeah."

Mayor: "I know that part of this proposal also is that after the three-years the rate goes down?"

Mr. Brodgen: "It well yes ma'am um -- those rates are still tentative but it's predicted in um -- the fourth year that the ah -- the wastewater rates will decline and then after another maybe three years that our Water and Stormwater rates may have declining uh -- rate increase."

Mayor: "Ok".

President: "We will now hear from those who have sent in letters of protest. Ah -- Ms. Tracy Lingo. Mr. George Goode Jr. and Ms. Molly Amster in that order."

ATTN: Clerk  
Board of Estimates  
Room 204, City Hall  
100 N Holliday Street  
Baltimore, MD 21202

**Protest RE: BOARD OF ESTIMATES HEARING ON PROPOSED WATER/WASTEWATER/STORMWATER  
RATE ADJUSTMENTS**

My name is Tracy Lingo. I'm the Staff Director for UNITE HERE Local 7. Local 7 represents roughly 2,000 hotel, gaming and food service workers in Maryland.

The Department of Public Works is requesting a 30% water rate increase over the next three years. We fear that the burden of these increased costs will fall on working people in Baltimore, including our members. Already, more than a third of Baltimoreans are paying more than 3% of their household income for water.

As working people are dedicating more and more of their income to water costs, we ask if large employers are paying their fair share. We've begun researching this question, and have found that one hotel, the Baltimore Marriott Waterfront, has an outstanding balance of over \$1.4 million.

The city's website shows the account at 700 Aliceanna Street, which is the address of the Baltimore Marriott Waterfront, with a current balance of \$1,449,648.23 as of the December 27, 2018 billing period. Against this seven-figure balance, the account made a payment on December 20 of \$813.91.

The Marriott Waterfront is a large hotel, but compare that \$1.4 million balance to the account at 300 Light Street, the address of the Hyatt Inner Harbor. That account has a current balance of \$36,899.03, and it's most recent payment was for \$122,099.10. Why does the Marriott Waterfront, a similarly sized hotel, have a balance more than \$1 million greater?

The Marriott Waterfront's large balance on its water bill is yet another opportunity to ask whether Marriott is paying its fair share in the city of Baltimore. The Baltimore Marriott Waterfront, majority-owned by the Swiss investment bank UBS, opened in 2001 and benefitted from a payment in lieu of taxes, or PILOT, agreement. Under the terms of the PILOT, the hotel is exempt from municipal property tax for 25 years, and instead pays just \$1 a year. The PILOT has cost the city's general fund an estimated \$47 million in lost tax revenue since 2001.

Marriott is the largest hotel company in the world, and generated over \$22 billion in revenue in 2017. Before Baltimore asks working people to pay even more for their water, the city should make sure that our largest and wealthiest employers are paying their fair share.

-Tracy Lingo  
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Honorable President and Members of the Board of Estimates  
c/o Clerk, Board of Estimates  
204 City Hall  
100 N. Holliday Street  
Baltimore, MD 21202  
Fax: (410) 685-4416

**RE: DPW's proposed Water Rate and New Billing Assistance Program**

Dear Honorable President and Members of the Board of Estimates,

I am writing to express my concerns about DPW's proposed Water Rate and New Billing Assistance Program. While this proposed program is intentioned to help low-income customers struggling to pay their water bills by hiking the current rates by 9% each year for three years, this will cause additional hardship to the other "non-low income" Baltimoreans who are already paying way higher rates than any jurisdiction in the State. **This will only result in more people not being able to pay their increased water bill as many are already struggling to pay the current inflated rates.**

**How can we continue to squeeze out from the already over taxed small tax-base and expect the City to thrive?** The high rates of property taxes and water bills in addition to the other City woes are a big deterrent for home owner to choose Baltimore as their permanent. For example, a friend of mine who has been in the City since they were assigned to Baltimore City 6 years ago would like to make Baltimore City their permanent home because they love this City so much but when they started looking at the properties, they quickly realized they could not afford a decent home in a safe location with the property taxes and utilities. Those who choose to hang on are feeling the pinch of these constant hikes with little to show for it and many are considering moving out. If you do not believe me, monitor the conversations in many community/neighborhood forums.

Home owners do not get the tax breaks businesses get and therefore feel the most the weight of these hikes. The rates as they are, are exceptionally high and the new monthly billing did not alleviate any of the previous issues. If anything, the issues got worse. **For example, our household of two pays on average \$75 per month of which, 72% of the bill is in fees despite minimal consumption of 1-2 CCFs. In addition, we pay higher infrastructure fees for having a 3/4 inch meter (1/8 inches larger than some others and not by our choice). Why charge consumers based on the size of their meter not based on their consumption.** This is definitely a hardship for our elderly neighbors who are on a fixed income. **They do not necessarily want billing assistance, what they need is to make it affordable and remove all the unnecessary fees.** Furthermore, there is concern about the **accountability of the existing resources.** How is the City using the existing funds? In my humble opinion, there is a lot of mismanagement of City funds which has resulted in the poor state of our infrastructure and this will not be solved by however many hikes we have. Be better stewards of what we currently have, clean up the mess, streamline the systems, and then share the cost fairly not only to Baltimore citizens who can pay, but also to others who benefit from City services including the Counties that use City water.

**I humbly recommend that the Board of Estimate not approve this proposal as it will further hurt the already strained home-owners tax-base.**

Sincerely,

Concerned Home Owner

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

December 18, 2018

### **Protest of Proposed Water Rate Increase**

Dear Honorable President and Members of the Board of Estimates:

On behalf of Baltimore Right to Water Coalition, I am submitting this written protest of the proposed water rate increase and requesting to speak before the Board of Estimates about this matter at the public hearing on January 9, 2019. I wish to provide the response of our coalition to the rate increase and urge more accountability over DPW's widespread billing issues.

(1) I am representing the Baltimore Right to Water Coalition, a coalition of organizations in Baltimore City who are promoting the Water Accountability and Equity Act.

(2) Our key findings are:

**The Department of Public Works has proposed substantial rate increases.** The current proposal would increase a typical household water and sewer bill by 31 percent over three years, bringing it from \$982 annually for this fiscal year to \$1,284 a year by fiscal year 2022, and this excludes stormwater charges.

**DPW forecasts large increases for the next decade.** DPW projects ongoing annual rate increases over the next decade, so that by fiscal year 2029, a typical household water and sewer bill will reach an estimated \$1,819 (excluding stormwater charges). This is twice what a typical household paid last year.

**Without reform of the billing dispute process, the proposal will exacerbate the widespread, persistent water billing problems in Baltimore.** Households and businesses across our community from stadium authorities to working mothers to seniors have been harmed by incorrect bills. They have struggled to get DPW to address these billing problems, and the effect can be dire: businesses, homes, and places of worship have been added to the tax sale list because of incorrect water bills. Families have faced the threat of losing their homes and churches because DPW sent them an incorrect water bill. This is inexcusable.

DPW's current lack of a formal dispute resolution process does not meet the needs of its customers. There is often inadequate or nonexistent follow-up on customer concerns, no written decisions resolving disputes, little opportunity for in-person meetings, and an entirely internal decision-making process with no outside accountability. Baltimore needs a real solution for these widespread billing issues. Rate hikes like the one proposed will only deepen this crisis.

**For tenants, the current process treats them like second-class customers.** Renting households have no way to dispute their bills or get access to any assistance without the written permission of the property owner, which is an immense hurdle for many of our residents whose landlords are absentee.

**That is why the Baltimore Right to Water Coalition urges the Board of Estimates to delay any rate increases until the City passes the Council President's Water Accountability and Equity Act.**

The Water Accountability and Equity Act offers five key benefits that are urgently needed but DPW has failed to address:

**1. A consistent, fair, and neutral process to resolve water billing problems.** The legislation creates an Office of Customer Advocacy and Appeals. When a customer disputes a water bill, the customer advocate will work with the customer and DPW to investigate the causes of and solutions to the problem. The Office can adjust bills when warranted, sets up an appeal process, and will make recommendations for improvements to DPW's rules and procedures to promote fair billing practices for customers. The Office will operate independently from DPW and will be accountable to a new Committee for Office Oversight. This provides independent accountability for water billing issues.

**2. A real affordability program.** While DPW proposes to expand low-income assistance, it fails to make water service affordable for all low-income households. Under DPW's proposal, a household living at or below 50 percent of the federal poverty level — approximately 22,000 water customers in the city — would still see typical water bills consume at least 7 percent of their household income by next July. That is unaffordable by any metric, and more than double the maximum level set forth in the United Nation's Human Right to Water policy statement.

The Council President's proposal ensures that water bills are affordable for all households based on their income. The assistance is target-efficient; the aid provided matches the need of the household. This is a progressive proposal that dedicates larger credits to households most in need. Further, similar percentage-of-income affordability programs have been shown to be revenue neutral or revenue positive in the gas and electricity sectors because of improved payment patterns among low-income households. We have seen no evidence to suggest that collection rates will increase with DPW's proposed discount program, although the coalition would appreciate access to any analysis that DPW has done of its proposal.

**3. A path out of water debt.** For customers behind on their water bills, DPW offers installment plans that add additional monthly charges onto customer bills until the balance is paid off. This can be a sizable burden for customers already struggling to pay their bills. The Water Accountability and Equity Act creates a pathway for households to resolve their existing water debt. Enrolled in the affordability program, households would not have to pay additional fees for an installment plan on top of their existing bills, and each on-time payment of their water bill counts towards repayment of their existing debt. This incentivizes customers to stay current on their bills.

**4. Forward-thinking protections.** The Water Accountability and Equity Act proactively ensures that water bills will remain affordable for all households based on their income into the future, regardless of the expected annual rate increases. Under the DPW proposal, water bills will continue to grow increasingly unaffordable for households across the city.

**5. Assistance for tenants.** The Water Accountability and Equity Act provides a clear legal process for tenants to receive assistance from the affordability program and to dispute their bills with the Customer Advocate. Renters make up the majority of residents in Baltimore City. Currently, renters need approval from their landlord merely to access their water billing data. DPW's proposed assistance program would still require the property owner's written permission before a tenant can receive the discount, which is a major barrier to assistance for many renters with absentee landlords. The City urgently needs to establish the tenant protections in the Water Accountability and Equity Act. Renters across the city have faced eviction due to incorrect or unaffordable water bills.

**Baltimore needs the Water Accountability and Equity Act to ensure that customers across the city have access to affordable and accountable water service.**

(3) The Baltimore Right to Water Coalition is a coalition of organizations in Baltimore City with thousands of members and clients who would be directly affected or harmed by the proposed rate increase. The purpose of our protest is to provide a public interest analysis of the proposal and to encourage the City to enhance the accountability and equity of our water billing system.

We urge the Board of Estimates to suspend this rate increase until the City passes the Water Accountability and Equity Act to create an equitable water affordability program and an Office of the Customer Advocate to ensure that water billing disputes can be resolved in an open and transparent manner.

Sincerely,

Molly Amster  
Baltimore Director  
Jews United for Justice

On behalf of:

Art Cohen  
Convenor  
SANIPLAN

Rianna Eckel  
Maryland Organizer  
Food & Water Watch

Dan Ellis  
Executive Director  
NHS of Baltimore

Sharon E. Goldsmith, Esq.  
Executive Director  
Pro Bono Resource Center of Maryland, Inc.

Bonnie Sullivan, Esq.  
Executive Director  
Maryland Volunteer Lawyers Service, Inc.

Karen E. Wabeke, Esq.  
Senior Staff Attorney  
Homeless Persons Representation Project, Inc.

Senator-Elect Mary Washington

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Mayor: "Good morning."

Ms. Lingo: "Good morning my name is Tracy Lingo. I'm the staff Director for Unite Here Local 7. Local 7 represents roughly 2,000 hotel gaming and food service workers throughout Maryland. The Department of Public Works is requesting a 30% Water Rate Increase over the next three years. We fear that the burden of this increase will fall on working people in Baltimore including our members. Already more than one-third of Baltimoreans are paying more than 3% of their household income for water. Um -- as working people are dedicating more and more of their income to water costs, we ask if large employers are paying their fair share. We've begun researching this question and have found that one hotel the Baltimore Marriott Waterfront has an outstanding balance of over \$1.4 million. The City's website shows that the account at 700 Aliceanna Street, the address of the Baltimore Marriott Waterfront with a current balance of \$1,449,648.23 as of December 27, 2018 billing period. Against this seven-figure balance the account made a payment on December 20<sup>th</sup> of only \$813.91. The Marriott Waterfront is a large hotel but compare that \$1.4 million balance to the account at 300 Light Street the address of the Hyatt Inner Harbor. That account has a current balance of \$36,899.03 and its most recent payment was for

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\$122,099.10. Why does the Marriott Waterfront a similarly sized hotel have a balance more than \$1,000,000.00 greater? The Marriott Waterfront's large balance on its water bill is yet another opportunity to ask whether Marriott is paying its fair share in the City of Baltimore. The Baltimore Marriott Waterfront majority owned by Swiss Investment Bank UBS, opened in 2001 and benefited from a payment in Lieu of Taxes or PILOT Agreement. Under the terms of that PILOT the Hotel is exempt from the municipal property taxes for 25 years and instead pays just one dollar a year. The PILOT has cost the City's General Fund an estimated \$47,000,000.00 in lost tax revenue since 2001. Marriott -- Marriott is the largest hotel company in the world and generated over \$22 billion in revenue in 2017. Before Baltimore asks working people to pay, even more for their water the City should make sure that our largest and wealthiest employers are paying their fair share. Thank you so much for your time."

President: "Thank you. Mr. George Goode Jr., is he here? Okay. Ms. Molly Amster."

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Ms. Molly Amster: "Good Morning Mayor Pugh, President Young, Comptroller Pratt, Mr. Chow and Mr. Davis. I am Molly Amster. I am the Baltimore Director for Jews United for Justice, a member of the Baltimore Right to Water Coalition, which represents more than a dozen organizations in the City representing thousands of city residents. Today you're deciding whether to raise -- to raise our water rates by 30% over the next three years. This is a substantial increase and DPW further forecasted ongoing rate increases for the next decade so that by July 2028, a typical Baltimore household will pay twice what they paid last year. On behalf of the Coalition, I am here to request that you delay the process of the proposed rate increase until billing issues, lack of due process, and affordability are adequately addressed and a water rate study is made available to the public to justify the rate increases being sought. It is clear that our City needs more transparency and accountability in our water billing system and as City residents, we deserve to know how DPW sets our water rates and why it needs to raise them. Water rate studies are best practice, and they are produced and provided to the public by water departments in the

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largest and smallest municipalities across the State. Baltimore deserves the same tran -- the same transparency. We deserve to see the numbers that justify this 30% rate hike proposed. We also need more accountability and how the Department of Public Works handles billing issues. There are widespread persistent water billing problems in our City that have been well documented. Households and businesses across our community from Stadium authorities to Churches, to seniors, have been harmed by incorrect bills. They have struggled to get DPW to address their billing problems and the effects are dire. Businesses, homes, and places of worship have been added to the Tax Sale list because of incorrect water bills. I personally have had issues with my water bill and struggled to get DPW to respond. This caused my mortgage payment to increase dramatically because my house was on the Tax Sale list due to my incorrect water bill. Further, renters are treated like second-class customers in the current system. Renting households have no way to dispute their bills or receive assistance without the written permission from their often absentee landlords. It's an immense hurdle for many of our residents. Currently, renters need approval

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from their landlord just to access their water billing data and DPW's proposed uh -- rate a proposed assistance program would still require the property owner's written permission before a tenant could receive the discount. Renters make up the majority of the residents in our City and renting households have faced eviction here because of incorrect or unaffordable bills. Families have lost their homes and communities have lost their churches at tax sales, because DPW sent them an incorrect bill without a formal dispute resolution process to seek redress. This is inexcusable and it's really a crisis. Increasing rate dramatically without a dispute resolution process would only make the problem worse. I want to thank the Council President for introducing the Water Accountability and Equity Act, which is co-sponsored by every member of the City Council. It would do much to address the issues, and enhance the reliability and accountability of our water billing system. It would provide a consistent fair and neutral process to resolve water billing problems. It would create a real, sustainable water affordability program providing vulnerable residents with a path out of water debt and forward thinking protections. DPW's proposed

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affordability program would still leave many in Baltimore paying more than the 3% of their income that the United Nations Human Right to Water Policy, deems appropriate. Crucially it would also provide a clear legal process for tenants to receive assistance from the affordability program and to dispute their bills. The City urgently needs to establish the protection in this bill and a rate increase before its implemented it's simply unacceptable. We've met with the Department of Public Works, Deputy Director Kim Morton, and have plans to continue to meet and find solutions to the problems that I've outlined. That is why the Baltimore Right to Water Coalition urges the Board of Estimates to delay the rate increase until the Council President's Water Accountability and Equity Act has passed and solutions are implemented. We need the accountability of a dispute resolution process, the security of a robust affordability program, a guarantee that more people won't lose their homes, and a rate study so we understand the need for the increase. Greater accountability and equity in our billing practices would help to build trust between the Department of Public Works the City and our communities. We don't need rate increases. What we need is accountability now. Thank you."

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President: "Thank you. Um -- the next person is Mary Hughes if she could come forward? And she's the last person that has signed up to speak."

Ms. Mary Hughes: "Good Morning Mary Hughes. I'm just here on behalf of the residents of um -- my community; and Dr. Chow I want to thank you again for coming to all of the community organizations that you came to when you presented this. Our biggest problem is, you came and gave us no way, as to how you got to 30%. We gave you suggestions as to what --."

President: "You have to --."

Ms. Hughes: "as to what can be done according to like maybe even

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looking at the County increasing their rates and you said that yeah, maybe that's something to look at. It appears that what you said at the meetings, you did not take back and take seriously. And we also suggested why do you need 30% can we -- We know you need all these things to correct the water situation, but 30%-you never told us how you got to that. You never told us how other jurisdictions are handling their water rate increases. It's as if you had these PR meetings and nothing came of it. So you wasted our time, by coming to us and not taking any of the suggestions. Accountability is top, we just don't trust DPW and you know I was looking at your mission statement and your vision. 'We support the health environment, and -- and economy of our City and the region by providing customers with safe drinking water and keeping neighborhoods and waterways clean.' Neighborhoods are not clean. We are in one of the dirtiest cities in the United States. Crime is everywhere, and it is as if we as citizens are being penalized for staying in Baltimore City and trying to make it a great City. We don't want this increase. We want you to go back to the drawing board. We want you to look at

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the figures. We want you to do some comparisons of other areas and how they're handling it. We've had bills that have been absolutely ridiculous. And now you want to come to us and give us a 30% increase. We oppose it. We are against it. And we're hoping that the Board would delay the decision."

President: "Um -- Any comments from anybody? Okay um - any comments from Board members?"

Comptroller: "Yeah."

President: "Ah com -- um -- Comptroller Pratt."

Comptroller: "Mr. Brodgen."

Mr. Brodgen: "Yes ma'am."

Comptroller: "Um -- turning to page five in today's Agenda ah -- Exhibit one, it is forecasted that the water charges will decrease from ah -- in fiscal 2026 to 6 percent and then to 3.25 percent in Fiscal Years 2027 through 2029. What are the factors supporting the forecasted decreasing rates?"

Mr. Brodgen: "The factors supporting the decreasing rates ah -- is that the heavy lifting that it's in progress now, at some of the

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major facilities that we're doing will be completed and then we will move into the ah - infrastructure. So the ah -- and then our six-year Capital Improvement Program has a declining um -- need for the capital investment. There's still the need that we have maintenance but the heavy repair and rehabilitations uh -- subsides in those out years."

Comptroller: "And so that's the same for because also in your chart you have decreasing rates for Wastewater ah -- Stormwater -- and so that's that --."

Mr. Brodgen: "Yes ma'am."

Comptroller: "You believe that they will decrease because of --."

Mr. Brodgen: "And we also have the Consent Decree the \$2 Billion Consent Decree that will be ah -- be coming towards the end um -- so there's some other and the heavy lifting that's being done again now was slowly ah -- taper out or level out in the um -- out years."

Comptroller: "Okay. I have another question: in August 2016 projections were based -- were based on seven CC per household ccf

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household, per household, today's projections are based on six ccf ah -- households. Explain why there are two different um -- cubic foot projections from 2016 through -- through today?"

Mr. Brodgen: "You're saying from the one ccf so today's our projection for the household of three."

Comptroller: "Is one less."

Mr. Brodgen: "Was -- six ccf."

Comptroller: "Yes."

Mr. Brodgen: "Right. That um - that's just based on I guess um -- previously we had ah -- quarterly water bills and now today we're monthly but we also have better information. So we -- we do ah -- annual study that comes up with so the -- what you've referred to as out year projections every year we have ah - rate, a study that is done by our uh -- financial consultants that determines what um -- the rates will be and the amount of consumption and that's the consumption based on Baltimore's um -- usage."

Comptroller: "So if the usage is -- is decreasing and citizens are using less water when does that translate into a reduction for households?"

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Mr. Brodgen: "Uh -- that's based on household usage."

Comptroller: "Right I understand that. So we're -- we're using less."

Mr. Brodgen: "Yes ma'am."

Comptroller: "Because we trying to conserve water, because we don't want our water bills to increase but that's a variable cost, so shouldn't that make the rates go down?"

Mr. Brodgen: "Okay, so with the proposed ah -- um -- the program that we have in place for the pipe replacement. That's part of the -- the construction or the efforts that still have to continue --."

Comptroller: "Right".

Mr. Brodgen: "So that's 15 miles --."

Comptroller: "That's a fixed cost."

Mr. Brodgen: "Yes ma'am."

Comptroller: "Okay."

Mr. Brodgen: "So we have the administrative fee on the bill we have the infrastructure charges that are on there and that's the volume

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that's really controlled by the customer. So if you have a household of three but they use 10 ccf, your water bill is going to be a little higher. But at the same time, the application of the water bill we still have to maintain the reservoirs. We still have to maintain the 15 miles of pipes that we're going to do over 100 years to equate that. So the construction still moves on, but the heavy ah -- lifting such as the Druid Hill, and the Ashburton, and those projects are tapering down as well as the Consent Decree projects, so it's all dictated by usage."

Comptroller: "Okay."

President: "Any other questions? Madam Mayor."

Mayor: "Yeah just - just one thing on the projections to reduce the water bills, what is that based on?"

Mr. Brodgen: "You said the projections to reduce the water bills?"

Mayor: "Reduce them in three years what is that based on?"

Mr. Brodgen: "Ah -- um -- again, that goes back to the ah -- the -  
- the um -- capital um -- our Capital Improvement Program, and as

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well as that why we had the um -- heavy lifting, the projects that are going on now because those projects will come to an end and then it will be more of a steady state where we're doing the pipe replacement. We still have other major repairs and drainage issues to um -- address but the -- the capital program is steadily coming down from a \$1.7 Billion dollar program to about a \$1 Billion program and eventually we'll see that just as a steady state that is just a normal cost of maintaining a \$4 Billion infrastructure system."

Mayor: "Okay, thank you."

President: "Anymore questions? Okay I will entertain the Motion."

Comptroller: "Are we going to do them together or separately?"

President: "Um -- we are we going -- um -- we going to do them separately I guess or you doing them um -- as a package. Okay. Um - - we can um -- we can start with the um -- the first one that does not have the um -- um -- the discount."

Comptroller: "H2O Assistance".

President: "We'll - we'll will start with the increase".

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City Solicitor: "Alright I -- I will Move ah -- Mr. President to approve that ah -- that component of DPW's requested increase um - - in doing so Mr. President, I want -- I want to state clearly ah - - for the Board members that the Law Department gives no industrial or commercial user, or consumer a pass. The Law Department is aggressively seeking payment of every penny that's owed to the City for water and sewage ah -- usage and that I will report back to the Board, seasonably, ah -- on our efforts and with respect to the ah - specific ah - user who was mentioned this morning. I will -- I will give a full report to the Board. At the same time Mr. President, the Law Department is working very, very carefully with individuals to keep residential properties out of tax sale and we have bulked up our customer service uh - efforts, to work with people, to create payment plans, and to provide other customer assistance to every resident in Baltimore City, no matter what the income is and to look into and investigate thoroughly, any claims of excessive billing, and so on. And we work very closely with our friends at the Department of Public Works to make sure that fairness and equity is achieved. But with that I -- I move approval of the first element."

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Director of Public Works: "Second".

President: "All those in favor say Aye all oppose say Nay."

Comptroller: "Nay. I would like to state that um -- we as the Board of Estimates must consider the impact that these rate increases will have on our citizens. In my opinion there is ah -- an open question on whether these rates are justified. This is the third set of three-year rate increases. I'm voting No on the Proposed Water, Wastewater, and Stormwater Rate Increases for the next three successive years. The Department of Public Works and its Water and Wastewater Bureau has not demonstrated to my satisfaction that the rate increases for providing these services are valid. At the August 31, 2016 Board of Estimates meeting, I asked the Department of Public Works to provide data which compared the proposed rate increase for fiscal year two -- 2019 with the actual results of operations for fiscal years 2017 and 2018. The deadline for submission was September 30, 2018. However, that information has yet to be provided. When the Department of Audits began their most recent review, the information was again requested, but not

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received. I do commend the Department of Public Works for designing and planning to implement the Baltimore H2O to Assist program for those citizens that qualify for the program. However, many citizens will not qualify, and will experience a financial hardship, as a result of the proposed rate increases. Per the administration, all users are now being billed which is a welcome change. It is my expectation that as a result of all users now being billed, and additional revenues collected, the proposed rate should now decrease or at least remain at fiscal 2017 levels. This is why the Department of Public Works must provide the relevant supporting documentation information, as requested, for the purpose of assisting the Board in making informed decisions on future rate changes whether they should increase, decrease or remain the same."

President: "Madam Mayor."

Mayor: "Let me just be real clear cause I've stood in neighborhoods where cars have been flooded, and apartments have been flooded, and houses have been flooded, and seniors have been begging for fixing of these water pipe systems for decades -- decades before I got

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here. And it is -- you know we can't keep kicking the can down the road and that's what we continue to do. If we had done what we were supposed to do 15-20 years ago, we would not be sitting here. It's unfair that rates have to increase but at the same time it's also unfair that people have to suffer, children have to suffer. Buildings have been flooded, schools have been flooded. Children have had to leave school because pipes are breaking. Nobody should have to undergo this, and you know, I think we should take the responsibility to do what needs to be done and stop kicking the can down the road. We've done it for much -- much too long and bringing these rates down are important. It's important to every citizen here who exists in the City whether they are a renter or a homeowner. But the neglect that this City has done for the infrastructure over decades has been unconscionable. But let me also say, that citizens deserve to know every reason why rates are increased, and audits should be done so that we can know about them. But at the same time, I am not going to be sitting here and -- and watching citizens every single year go through what -- what we have been able what we have been going through. I stood on Edmondson Avenue when churches

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flooded, houses flooded, apartment buildings flooded, and water mains are breaking. We have got to do better in this City."

President: "Thank you. Um -- I voted No on today's Water Rate Increase because I'm concerned about the way it will impact the way those at least able to pay. I appreciate DPW's effort to find solutions, but we are still not there. Water rates have risen through the roof over the last decade and I have voted No on every increase. I recognize the City's infrastructure needs are severe, but our citizens cannot continue to be asked to foot the bill for all of the work. We have worked tire -- tirelessly to come up with solutions. I've worked with the Department to increase the Senior Discount program and the Low-Income Water Assistance Program. I have consistently reached out to our Federal Government for federal assistance with our water infrastructure needs because these are EPA unfunded mandates and most recently I have introduced the Water Accountability and Equity Act to provide a consistent fair, neutral process to resolve water billing problems for everyone especially those who are least able to pay. The Legislation offers of Real

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Affordability program, provide a path out of the water debt and offer forward thinking protection. I believe we can work together at all levels of government to come up with solutions. As an Elected Official, it is my job to make sure that every single Baltimorean has access to safe and affordable water; and we will continue to work with the advocates and with the Department of Public Works and the administration to come up with a solution that everyone can live with and be happy with. I vote NO."

UPON MOTION duly made and seconded, the Board approved the Proposed Rate Increases in the Water, Wastewater, and Stormwater Charges effective July 1, 2019, July 1, 2021, and July 1, 2022. The President voted **NO**. The Comptroller voted **NO**.

President: "Baltimore H2[O] Assist Program. I'll entertain a Motion."

City Solicitor: "I Move approval Mr. President."

Comptroller: "I second."

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President: "All those in favor say Aye. All those opposed Nay. I'm going to Abstain because of my water ability -- Water Affordability Act that ah -- we are going to a have hearing on so therefore, I'm taking no position on this."

UPON MOTION duly made and seconded, the Board approved the Baltimore H2O Assist Program. The President **ABSTAINED**.

Comptroller: "I have -- I have a uh -- Mr. President I would like to make a Motion that in the future, as requested in August of 2016, the Department of Public Works provide to the Board of Estimates not later than 90 days prior to proposed rate changes, information and supporting documentation on all actual costs, revenue generated and the reserve accounts for Water, Wastewater and Stormwater for the prior two years and in this case fiscal 2020 and fiscal 2021, which will allow the Board to make an informed decision on future rate proposals."

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Mayor: "And I request that if you're not getting that information that you share that information with the Mayor because anything that you ask for you can be assured that you will get."

Comptroller: "That's -- a form of a motion."

President: "Um -- there was a Motion."

City Solicitor: "I'll second the Motion."

UPON MOTION duly made and seconded, the Board directed that the DPW provide information to the Board not later than 90 days prior to proposed rate increase and supporting documentation on all actual costs, revenue generated and reserve accounts for Water, Wastewater, and Stormwater for the prior two Fiscal Years; FY 2020 and FY 2012.

President: "All those in favor say Aye all opposed Nay the Motion carries."

\* \* \* \* \*

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Department of Audits - Water, Wastewater and Stormwater  
Proposed Rate Increases

The Board is requested to **NOTE** receipt of the following:

1. The Water Utility Fund increase of 9.9% was accurately calculated and no errors were noted in the calculations or the variances through FY 2022.
2. The Wastewater Utility Fund increase of 9% was accurately calculated and no errors were noted in the calculations or the variances through FY 2022.
3. The Stormwater Utility Fund increase of 9% was accurately calculated and no errors were noted in the calculations or the variances through FY 2022.

UPON MOTION duly made and seconded, the Board NOTED receipt of the Department of Audits review of the calculations for the Water Utility Fund, Wastewater Utility Fund, and Stormwater Utility Fund proposed rate increases.

**MINUTES**Office of the Mayor - Grant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Grant Agreement with the Family League of Baltimore City, Inc. (Family League). The period of the Grant Agreement is July 1, 2018 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$6,487,079.00	-	1001-000000-4460-692000-607001
2,643,432.00	-	1001-000000-4460-798400-607001
346,000.00	-	1001-000000-4460-715800-607004
<b>\$9,476,511.00</b>		

**BACKGROUND/EXPLANATION:**

The Family League is the City of Baltimore's Local Management Board. It is a quasi-governmental non-profit organization that works with a range of partners to develop and implement initiatives that improve the well-being of Baltimore's children, youth, and families. The Family League's work touches the lives of tens of thousands of Baltimore families each year.

This grant will support the administration of Community and School Engagement partnerships consisting of Out-of-School Time (OST) and community schools programs operated by community-based organizations. The OST programs support academic skills development of youth and provide enrichment activities in areas such as athletics and the arts. Community schools facilitate a network of partnerships between the school and other community resources that promote student achievement and family and community well-being. Programs are expected to have a positive impact on school attendance and reduce incidences of negative behavior for participants. In FY 19, funds will support 45 community schools and 43 OST programs. Funds will also support the provision of training and technical assistance to ensure that

**MINUTES**Office of the Mayor's - cont'd

services are delivered with high quality and consistency as well as summer programming. In addition, the Family League will provide direct support to the University of Maryland Extension-Baltimore City and the AARP's Experience Corps programs.

The grant funds will be made available to the Family League as follows: the first installment will be in the amount of \$4,738,255.50 and will be paid to the Family League after the agreement has been approved by the Board of Estimates and upon submission of an invoice; and \$2,369,127.75 will be paid quarterly for the next two quarters of the period of the agreement after invoices are submitted.

The period of this agreement is two years, which will encompass FY 2019 and 2020. This term will allow the Family League to better align its RFP process and programming with the City's budget cycle. The funding for this item is only for FY 2019. Funding for FY 2020 is contingent upon appropriations and approval of the budget and scope of services by the Board.

This Agreement is late because grant award letters are sent to recipients only after approval of the budget. Processing of the letters and the subsequent programming of the funds occur after July 1, so the item was unable to be approved prior to July 1, 2018.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**Space Utilization Committee - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the execution of a Lease Agreement with Macport LLC, Lessee, for the rental of the property known as NS Eastern Avenue underpass NWC Macon Street, consisting of approximately 5,025 square feet. The period of the lease is October 1, 2018 through September 30, 2023 with the option to renew for one additional five-year period.

**AMOUNT OF MONEY AND SOURCE:**

	<u>Annual Rent</u>	<u>Quarterly</u>
<u>INITIAL TERM</u>		
Years 1 - 5	\$1,750.00	\$ 437.50
<u>RENEWAL TERM</u>		
Years 6 - 10	\$1,785.00	\$ 446.25

**BACKGROUND/EXPLANATION:**

The leased premises will be used for parking for tenants, guests and invitees of the business adjacent to leased premises at 422 S. Macon Street, a restaurant owned by the Lessee.

The Lessee will be responsible for keeping the leased premises in good order and condition; free of trash and obstructions and reasonably clear of snow and ice. The Lessee will make or cause to be made all necessary maintenance and repair, pay all utilities, janitorial services and security. The Lessee will pay for all janitorial service as well as be responsible for all equipment, insurance and licensing necessary for the operation of tenant's programs.

**MINUTES**Space Utilization Committee - cont'd

The Space Utilization Committee approved the lease agreement at its meeting on December 4, 2018.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Lease Agreement with Macport LLC, Lessee, for the rental of the property known as NS Eastern Avenue underpass NWC Macon Street, consisting of approximately 5,025 square feet.

**MINUTES**

Space Utilization Committee - Amendment and Renewal of Lease Agreement

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment and Renewal of Lease Agreement with the Baltimore Rowing Club, Inc. d/b/a Baltimore Community Rowing, Tenant, for the rental of property known as 3301 Waterview Avenue, for the use of 47% of the space, being on the lower level, consisting of 3,050 sq. ft. This Amendment and Renewal of Lease Agreement will extend the period through November 15, 2019.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual-Rent</u>	<u>Semi-Annual Installments</u>
\$5,490.00	\$2,745.00

**BACKGROUND/EXPLANATION:**

This Amendment and Renewal of Lease Agreement will amend Paragraph 3D - Uses to add "Alcoholic beverages are not permitted in accordance with this Agreement unless the Tenant applies for proper permits to allow the serving of such beverages".

On July 11, 2018, the Board approved the original lease agreement for the period of November 16, 2017 through November 15, 2018, with the option to renew for an additional two one-year terms.

All other rentals, conditions and provisions of the lease agreement dated July 11, 2018 will remain in full force and effect.

The Space Utilization Committee approved this Lease Agreement on November 20, 2018.

**MINUTES**Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment and Renewal of Lease Agreement with the Baltimore Rowing Club, Inc. d/b/a Baltimore Community Rowing, Tenant, for the rental of property known as 3301 Waterview Avenue, for the use of 47% of the space, being on the lower level, consisting of 3,050 sq. ft.

**MINUTES**

Parking Authority of - Parking Facility Rate Adjustment  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the monthly rates at the City-owned Arena Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

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

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that a rate adjustment at this parking facility is warranted at this time.

To bring the monthly rate charged at the Arena Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. This rate adjustment was unanimously approved by the PABC Board of Directors.

Arena Garage Monthly Rate Adjustments			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Monthly Market Rate	\$170.00	\$175.00	October 2017

**MINUTES**

PABC - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to the monthly rates at the City-owned Arena Garage that is managed by the PABC.

**MINUTES**

Parking Authority of - Parking Facility Rate Adjustment  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the transient and monthly rates at the City-owned Lexington Street Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

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

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that a rate adjustment at this parking facility is warranted at this time.

To bring the transient and monthly rates charged at the Lexington Street Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. These rate adjustments were unanimously approved by the PABC Board of Directors.

Lexington Street Garage Transient Rate Adjustments			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Up to 1 hour	\$ 7.00	\$ 8.00	July 2017
Up to 2 hours	\$10.00	\$11.00	July 2017
Up to 3 hours	\$12.00	\$13.00	July 2017
Up to 12 hours	\$17.00	\$18.00	July 2017
Up to 24 hours	\$18.00	\$19.00	July 2017

**MINUTES**

Parking Authority of - cont'd  
Baltimore City

Lexington Street Garage Monthly Rate Adjustments			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Monthly Market	\$135.00	\$140.00	April 2017
Reserved Monthly	\$190.00	\$200.00	April 2017

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to the transient and monthly rates at the City-owned Lexington Street Garage that is managed by the PABC.

**MINUTES**

Mayor's Office of Human - Provider Agreements and Ratification  
Services (MOHS) of Amendment No. 1 to Agreements

The Board is requested to approve and authorize execution of the various Provider Agreements and to ratify Amendment No. 1 to Agreements.

AGREEMENTS

1. **MANNA HOUSE, INC.** **\$ 43,300.00**

Account: 4000-407119-5940-760300-603051

Under the terms of this Provider Agreement, Manna House, Inc. will use the funds to operate a day shelter, providing meals and case management services on site. Manna House, Inc. will serve 60,000 meals and 200 clients with case management services over the course of the year. The period of the agreement is July 1, 2018 through June 30, 2020.

The Provider Agreement is late because of a delay in receiving the Federal grant award notification.

2. **STRONG CITY BALTIMORE, INC.** **\$150,000.00**

Account: 4000-407119-3571-760000-603051

Strong City Baltimore, Inc.'s Youth Empowered Society (YES) is an organization devoted to serving and supporting youth who are experiencing homelessness. YES operates a first in Maryland rapid rehousing program in Baltimore for homeless youth, providing rental assistance and case management to connect youth to basic resources, obtain peer support, and guide youth towards stability and wellness. YES provides urgently-needed direct services to youth through trauma-informed peer and ally support; develops the leadership and employment readiness of youth who have experienced homelessness, and partners with youth to advocate for systems change.

## MINUTES

Mayor's Office of Human Services - cont'd

Under this Agreement, YES will serve at least 10 non-duplicated youth, providing them with case management and rental assistance for scattered site housing units. The period of the Provider Agreement is July 1, 2018 through June 30, 2020.

The Provider Agreement is late because of a delay in receiving the budget.

**MWBOO GRANTED A WAIVER.**

3. **STRONG CITY BALTIMORE, INC.** **\$303,909.00**

Account: 4000-407017-3571-757910-603051

Strong City Baltimore, Inc., as the fiscal agent for Youth Empowered Society, will provide medium-term rental assistance and supportive services to 10 unaccompanied homeless youth, ages 18 to 24, as part of their rapid rehousing program. Supportive services will include assistance in locating housing and life skills classes as part of client case management. The period of the Provider Agreement is September 1, 2018 through August 31, 2019.

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

**MWBOO GRANTED A WAIVER.**

4. **ANNE ARUNDEL COUNTY, MARYLAND** **\$525,316.00**

Account: 4000-490819-3573-763203-603051

Baltimore City is the grantee for the Baltimore Eligible Metropolitan Statistical Area (BEMSA) for the Housing Opportunities for People with AIDS (HOPWA) program administer

**MINUTES**Mayor's Office of Human Services - cont'd

by the U.S. Department of Housing and Urban Development. BEMSA includes Baltimore City and the following: Baltimore, Anne Arundel, Carroll, Harford, and Queen Anne's counties. Anne Arundel County will use HOPWA program funds to provide rental assistance for clients and personnel costs for case management services. The period of the Provider Agreement is July 1, 2018 through June 30, 2021.

The Provider Agreement is late because of a delay in receiving the budget from Anne Arundel County.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

RATIFICATION OF AMENDMENT NO. 1 TO AGREEMENTS**5. AIDS INTERFACE RESIDENTIAL SERVICES, INC. (AIRS) \$0.00**

Account: 4000-490818-5940-762800-603051

On August 16, 2017, the Board approved an agreement for the period of July 1, 2017 through June 30, 2018. AIRS provided transportation to an average of 325 clients per day, seven days per week through their People on the Move program. This amendment allowed for the expenditure of the remaining funds through December 31, 2018.

The Amendment No. 1 to Agreement extended the period through December 31, 2018.

The Amendment No. 1 to Agreement is late because of a delay at the administrative level.

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

## MINUTES

Mayor's Office of Human Services - cont'd

6. **AIDS INTERFACE RESIDENTIAL SERVICES, INC. (AIRS) \$0.00**

Account: 4000-490818-5940-762500-603051

On August 16, 2017, the Board approved an agreement for the period of July 1, 2017 through June 30, 2018. AIRS provided housing assistance and supportive services for up to 10 clients at any point in time in their Don Miller housing site.

This Amendment No. 1 to Agreement extended the period through December 31, 2018.

The Amendment No. 1 to Agreement is late because of a delay at the administrative level.

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

7. **CHASE BREXTON HEALTH SERVICES, INC. \$0.00**

Account: 4000-490818-3571-762200-603051

On August 16, 2017, the Board approved an agreement for the period of July 1, 2017 through June 30, 2018. The funds were used to provide outreach and supportive services to low-income individuals and/or to families who have a family member with AIDS. Chase Brexton Health Services, Inc. provided case management to 50 clients, connected 30 clients to medical care, and referred another 30 clients to Client Assistance Fund.

This Amendment No. 1 to Agreement extended the period of the agreement to allow the remaining funds to be expended through December 31, 2018.

**MINUTES**

Mayor's Office of Human Services - cont'd

The Amendment No. 1 is late because of a delay at the administrative level.

**AUDITS NOTED THE NO-COST TIME EXTENSION**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Provider Agreements, and Ratification of Amendment No. 1 to Agreement.

**MINUTES**

Bureau of Budget and - Correction to Account Number  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Correction to an Account Number.

**AMOUNT OF MONEY AND SOURCE:**

5000-509219-6397-483200-405001 - Incorrect Account No.

5000-510919-6397-483200-405001 - Correct Account No.

**BACKGROUND/EXPLANATION:**

On September 26, 2018, the Board ratified an agreement between the Baltimore City Public School System and the Mayor's Office of Employment Development to provide funding in support of approximately 60 YouthWorks participants.

Due to a clerical error, the approval had the incorrect account no. of 5000-509219-6397-483200-405001. The correct account no. is 5000-510919-6397-483200-405001.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the Correction to the Account Number.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

62 - 64

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. <b>\$15,000.00</b>	9950-903300-9504	9950-903491-9504
State Construction Revenue	Construction Reserve - Tree Roots/Footways	Reconstruction of Footways Citywide

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19001 Reconstruction of Footways Citywide.

2. <b>\$15,000.00</b>	9950-903300-9504	9950-902492-9504
State Construction Revenue	Construction Reserve - Tree Roots/Footway	Reconstruction of Footways Citywide

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19002 Reconstruction of Footways Citywide.

3. <b>\$15,000.00</b>	9950-909200-9504	9950-903494-9504
GF (HUR)	Construction Reserve - Alleys	Reconstruction of Alleys City- wide

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19004 Reconstruction of Alleys Citywide.

4. <b>\$15,000.00</b>	9950-903300-9504	9950-904498-9504
State Construction Revenue	Construction Reserve - Tree Roots/ Footways	Reconstruction of Footways Citywide

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19008 Reconstruction of Footways Citywide.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>		
5. <b>\$15,000.00</b>	9950-903846-9515	9950-905488-9514
State Construction Revenue	Construction Reserve - Resurfacing Northeast	Resurfacing Highways NE Sector I

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19011 Resurfacing Highways NE Sector I.

6. <b>\$15,000.00</b>	9950-908214-9515	9950-906489-9514
State Construction Revenue	Construction Reserve - Resurfacing Northwest	Resurfacing Highways NW Sector II

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19012 Resurfacing Highways NW Sector II.

7. <b>\$15,000.00</b>	9950-909215-9515	9950-904490-9514
State Construction Revenue	Construction Reserve - Resurfacing Southwest	Resurfacing Highways SW Sector III

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19013 Resurfacing Highways NW Sector III.

8. <b>\$15,000.00</b>	9950-906216-9515	9950-904491-9514
State Construction Revenue	Construction Reserve - Resurfacing Southeast	Resurfacing Highways SE Sector IV

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 19014 Resurfacing Highways SE Sector IV.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
9. <b>\$59,000.00</b>	9938-910083-9475	9938-911083-9474
1 <sup>st</sup> Parks & Public Facilities	FY17 Historic Park Facility Renova- tions - (Reserve)	FY17 Historic Park Facility Renovations - (Active)

This transfer will provide funds to cover the costs for interior demolition for Cylburn Carriage House.

**MINUTES**

Department of Public Works/Office - Agreement  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Louis Berger U.S., Inc. Consultant, under Project 1280, (WC 1328) Project and Construction Management Assistance for Montebello Filtration Plant Improvements. The period of agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$2,413,016.00 - Baltimore City Bonds  
1,586,984.00 - Baltimore County Bonds  
**\$4,000,000.00** - 9960-904593-9557-900020-709032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of assistance for the construction of WC 1328, Montebello Filtration Plant Improvements.

The Scope of the original agreement includes construction management assistance for the construction of WC 1328, Montebello Filtration Plant Improvements. The Consultant will assist the Office of Engineering and Construction with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractors application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and support documents, estimating, scheduling, quality control, project engineering, constructability reviews, coordinating and tracking submittals and Request for Information reviews and responses.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the goals of MBE 33% and WBE 10% assigned to the agreement.

**MINUTES**

Department of Public Works/Office - cont'd  
of Engineering and Construction

<b>MBE:</b> BVF Engineering, Inc.	\$ 240,000.00	6%
CC Johnson & Malhotra, P.C.	360,000.00	9%
Environ-Civil Engineering, Ltd	360,000.00	9%
Kumi Construction Management Corporation	360,000.00	9%
	<u>\$1,320,000.00</u>	<u>33%</u>
<b>WBE:</b> Albrecht Engineering, Inc.	\$ 400,000.00	10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,606,057.28	9960-909312-9558	
Water Revenue	WC 1328 Montebello	
Bond	Filtration	
1,713,942.72	" "	
<u>County Revenue</u>		
<b>\$4,320,000.00</b>	-----	9960-904593-9557-9 General

This transfer will cover costs of Project No. 1280 - (WC 1328) Project & Construction Management Assistance for Montebello Filtration Plant Improvements.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Louis Berger U.S., Inc. Consultant, under Project 1280, (WC 1328) Project and Construction

**MINUTES**

Department of Public Works/Office - cont'd  
of Engineering and Construction

Management Assistance for Montebello Filtration Plant Improvements. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Public Works/Office - Task Assignment  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 003 to CC Johnson & Malhotra, P.C., Consultant, under Project 1238, (SC 991) On-Call Mechanical Engineering Services. The period of the Task Assignment is nine months.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - 9956-905925-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of assistance to conduct a study of the Patapsco Wastewater Treatment Liquid Oxygen Plant. The rehabilitation of the Liquid Oxygen Plant is required to replace equipment that has outlived its useful life and requires constant maintenance. The purpose of this study is to provide a rehabilitation concept for improvements to the Liquid Oxygen Plant and develop a planning level of engineer's opinion of probable construction cost.

The scope of the original agreement includes on-call consulting for various tasks assigned by the Office of Engineering and Construction on an as-needed basis. The scope involves mechanical consulting engineering services for various water and wastewater facilities including treatment plants and pumping stations and may include planning, design and construction services.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%

**MINUTES**

Department of Public Works/Office - cont'd  
of Engineering and Construction

**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>
\$36,720.00 County Revenue	9956-905533-9549 Annual Facilities Improvement	
17,280.00 Revenue Bond	9956-905533-9549 Annual Facilities Improvement	
<u>\$54,000.00</u>	-----	9956-905935-9551-3 Design & Study

This transfer will cover costs of Project No. 1238 (SC 991) On-Call Mechanical Services, Task No. 003.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 003 to CC Johnson & Malhotra, P.C., Consultant, under Project 1238, (SC 991) On-Call Mechanical Engineering Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Public Works/Office - Full Release of Retainage  
of Engineering and Construction Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Full Release of Retainage Agreement with R.E. Harrington Plumbing and Heating Co., Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$467,204.35 - 9960-907719-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of January 10, 2017, R.E. Harrington Plumbing and Heating Co., Inc. completed 100% of all work for water contract No 1239. The Contractor has requested a Full Release of Retainage in the amount of \$467,204.35. Currently, the City is holding \$467,204.35 in retainage for the referenced project and the contractor is requesting to reduce the amount of retainage to \$0.00.

**MWBOO APPROVED THE RELEASE OF RETAINAGE.**

**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 Full Release of Retainage Agreement with R.E. Harrington Plumbing and Heating Co., Inc.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- |   |              |         |
|---|--------------|---------|
| 1. ANNE ARUNDEL VETERINARY<br>HOSPITAL, INC.  | \$ 41,000.00 | Renewal |
| Contract No. B50003831 - Veterinary Services for Police K-9<br>Unit - Baltimore City Police Department - P.O. No. P529809 |              |         |

On December 24, 2014, the Board approved the initial award in the amount of \$104,375.00. The award contained two 1-year renewal options. On October 3, 2018, the Board approved an increase in the amount of \$25,000.00. This first renewal in the amount of \$41,000.00 for veterinary services provides for routine emergency veterinary care for the service dogs, which minimizes downtime for the dogs and the officers. This renewal is for the period January 1, 2019 through December 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 30, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 2. GRAPHIC COMPUTER SOLUTIONS,<br>INC. d/b/a JUDICIAL DIALOG<br>SOLUTIONS   | \$ 22,000.00 | Renewal |
| Contract No. 08000 - Software Maintenance and Support for<br>Judicial Dialog - State's Attorney's Office - P.O. No. P530008 |              |         |

On February 2, 2015, the Board approved the initial award in the amount of \$22,000.00. The award contained four renewal

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

options. Three renewal options have been exercised. This final renewal in the amount of \$22,000.00 is necessary to continue maintenance on the vendor's case management software currently in use by the State's Attorney's Office. This final renewal is for the period January 1, 2019 through December 31, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. This initial sole source was below the MBE/WBE threshold of \$50,000.00. The software and support is only available from the vendor.

3.	<u>1<sup>st</sup> CHOICE STAFFING, LLC</u>	<u>\$ 0.00</u>	<u>Renewal</u>
	<u>Contract No. B50004200 - Providing Temporary Accounting Personnel Services - Citywide - P.O. No. P534292</u>		

On January 20, 2016, the Board approved the initial award in the amount of \$2,500,000.00. The award contained two 2-year renewal options. This first renewal in the amount of \$0.00 is for the period February 1, 2019 through January 31, 2021, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On July 22, 2015, MWBOO set goals of 10% MBE and 5% WBE. On November 1, 2018, 1<sup>st</sup> Choice Staffing, LLC was found in non-compliance. It is recommended that the Board give the Contractor ten days to meet with MWBOO to submit an acceptable plan to come into compliance.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

Not applicable. Enhanced 911 service is provided exclusively through Verizon.

- |   |              |          |
|---|--------------|----------|
| 5. D.T.S. WORLDWIDE TRANSPORTATION<br>LLC   | \$160,000.00 | Increase |
| Contract No. B50004067 - Provide Coach Style Bus Transportation Services for Sandtown-Winchester and Oliver Senior Citizen Center - Health Department-CARE - P.O. No. P533177 |              |          |

On October 7, 2015, the Board approved the initial award for \$184,500.00. The award contained one 1-year renewal option. Subsequent increases have been approved. This increase in the amount of \$160,000.00 is necessary to provide funding for the first one-year renewal term, which is necessary to continue to provide bus transportation service for the participants of the Sandtown-Winchester and Oliver Senior Centers through the end of this contract term. This increase will make the award amount \$570,500.00. The contract expires on October 6, 2019, with one 1-year renewal option. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 30, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. The services being provided consist solely of providing a single bus and driver for each of two routes.

**MWBOO GRANTED A WAIVER.**



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be practicable 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.

MBE/WBE PARTICIPATION:

Not applicable.

- |  |              |           |
|--|--------------|-----------|
| 8. LANGUAGE LINE SERVICES,<br>INC.   | \$ 20,000.00 | Extension |
| State of Maryland Contract No. 050B3400002 - Statewide Language Interpretation Services (Telephonic) - Departments: Police, Health, Public Works, Fire etc. - P.O. No. P521528 |              |           |

On September 27, 2012, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained four renewal options. Subsequent actions have been approved and all renewal options have been exercised. The contract was competitively bid by the Maryland State Department of Budget and Management. The City of Baltimore is currently utilizing the Maryland State Contract for Statewide Language Interpretation Services (Telephonic). The State has extended its contract through February 28, 2019. This extension is necessary to continue translation services for various City agencies until a new contract is awarded by the State. The period of the extension is January 1, 2019 through February 28, 2019. The above amount is the City's estimated requirement.

**MINUTES****MBE/WBE PARTICIPATION:**

Not applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.00.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Increases to Contracts and Extensions.

**MINUTES**

Department of Housing and - Community Development Block Grant  
Community Development      Agreements

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreements.

1. **EMPIRE HOMES OF MARYLAND, INC.** **\$80,000.00**

Account: 2089-208919-5930-434561-603051

Empire Homes of Maryland, Inc. will utilize the funds to support costs associated with acquiring rehabilitating and leasing properties for low- and moderate-income rental housing particularly for homeless and non-elderly disabled persons. The period of the agreement is July 1, 2018 through June 30, 2019.

**FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$22,781.00.**

**MBE:** \$6,150.87

**WBE:** \$2,278.10

2. **GARWYN OAKS/NORTHWEST HOUSING RESOURCES** **\$65,000.00**  
**CENTER, INC.**

Accounts: 2089-208919-5930-437781-603051	\$15,000.00
2089-208919-5930-437791-603051	\$35,000.00
2089-208919-5930-437783-603051	\$15,000.00

This agreement will provide funds to subsidize the operating costs of Garwyn Oaks/Northwest Housing Resources Center, Inc. They will operate a housing resource center to provide housing counseling and activities to attract and retain homeowners in the Garwyn Oaks area by promoting the community as a viable place to live. The period of the agreement is August 1, 2018 through July 31, 2019.

**MINUTES**

Department of Housing and - cont'd  
Community Development

**FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.**

**MWBOO GRANTED A WAIVER.**

On August 8, 2018, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2018 Annual Action Plan for the following formula programs:

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

The Department began negotiating and processing the CDBG agreements effective July 1, 2018 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant Agreements.

**MINUTES**

Department of Housing and                    - Contract of Sale  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Contract of Sale for the acquisition of the fee simple interests in the properties located at 1417 N. Washington Street, 1402 N. Chester Street and 1408 Myrtle Avenue by gift from the Housing Authority of Baltimore City (HABC).

The Board is also requested to approve the acquisition of this property SUBJECT to municipal liens in the amount of \$0.00 and all other municipal liens, interest and penalties, other than water bills, that may accrue.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - 9910-904177-9588-900000-704040 - 1417 N. Washington St.

1.00 - 9910-905640-9588-900000-704040 - 1402 N. Chester St.

1.00 - 9910-904177-9588-900000-704040 - 1408 Myrtle Ave.

**\$3.00**

**BACKGROUND/EXPLANATION:**

This Contract of Sale enables the City to acquire the interests in the above-listed vacant properties, for resale through the planning and development efforts of the Department.

Pursuant to the provisions of Article 13, §2-7 of the Baltimore City Code and subject to the prior approval of the Board of Estimates, the Department of Housing and Community Development may acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment. The Commissioner of Housing has made the required determination with regard to these properties and these properties will be redeveloped.

## MINUTES

DHCD - cont'd

The Board of Commissioners of HABC and the U.S. Department of Housing and Urban Development have approved the disposition in accordance with 24 CFR, Part 970.

A list of open municipal liens other than water bills, accrued through December 20, 2018, is listed below. The HABC is exempt from Real Estate Taxes; therefore no taxes are included in these figures. Water bills will be paid and are not listed.

<u>Property</u>	<u>Bill No.</u>	<u>Bill Date</u>	<u>Balance</u>
1417 N. Washington St.			\$0.00
1402 N. Chester St.			0.00
1408 Myrtle Ave.			0.00
		<b>TOTAL</b>	<b>\$0.00</b>

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Contract of Sale for the acquisition of the fee simple interests in the properties located at 1417 N. Washington Street, 1402 N. Chester Street and 1408 Myrtle Avenue by gift from the Housing Authority of Baltimore City. Further, the Board approved the acquisition of this property SUBJECT to municipal liens in the amount of \$0.00 and all other municipal liens, interest and penalties, other than water bills, that may accrue.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Ellery Dean Young, Developer, for the sale of the City-owned property located at 3835 Park Heights Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000.00

**BACKGROUND/EXPLANATION:**

The development will involve the improvement and rehabilitation of the subject property, which the Developer plans to improve and rehabilitate for the Developer's primary residence. The property is in the Park Heights neighborhood.

The authority to sell the property located at 3835 Park Heights Avenue comes from the Park Heights Urban Renewal Plan, approved by the City as Ordinance No. 02-0158, dated December 11, 2008; being periodically updated and approved by the City most recently as Ordinance No. 14-297, dated October 1, 2014.

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

In accordance with the Waiver Valuation Process of the City's Appraisal Policy, the Department has determined the property located at 3835 Park Heights Avenue to be valued at \$5,566.00 and will be sold for a purchase price of \$3,000.00.

The property will be sold below the Waiver Valuation Price for the following reasons:

**MINUTES**

Department of Housing and - cont'd  
Community Development

- The sale will be a specific benefit to the immediate community
- the sale will eliminate blight, and
- the property will be returned to the City's tax rolls.

**MBE/WBE PARTICIPATION:**

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Ellery Dean Young, Developer, for the sale of the City-owned property located at 3835 Park Heights Avenue.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with the Housing Development & Neighborhood Preservation Corporation, Developer, for the sale of the City-owned properties located at 2206, 2214, 2216, 2218, 2220, 2229, 2238, 2239, 2240, 2244, Prentiss Place and 2200, 2212, 2216, 2218, 2220, 2226, 2228, and 2232 Henneman Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$ 1,000.00	-	2206	-	Prentiss Place
1,000.00	-	2214	-	Prentiss Place
1,000.00	-	2216	-	Prentiss Place
1,000.00	-	2218	-	Prentiss Place
1,000.00	-	2220	-	Prentiss Place
1,000.00	-	2229	-	Prentiss Place
1,000.00	-	2238	-	Prentiss Place
1,000.00	-	2239	-	Prentiss Place
1,000.00	-	2240	-	Prentiss Place
1,000.00	-	2244	-	Prentiss Place
1,000.00	-	2200	-	Henneman Avenue
1,000.00	-	2212	-	Henneman Avenue
1,000.00	-	2216	-	Henneman Avenue
1,000.00	-	2218	-	Henneman Avenue
1,000.00	-	2220	-	Henneman Avenue
1,000.00	-	2226	-	Henneman Avenue
1,000.00	-	2228	-	Henneman Avenue
1,000.00	-	2232	-	Henneman Avenue
<b>\$18,000.00</b>				

**BACKGROUND/EXPLANATION:**

The Developer plans to purchase 17 vacant buildings and one vacant lot. The Developer intends to rehabilitate the 17 vacant buildings and will have one new construction for a total of 18 affordable housing units for resale to new homeowners. Twenty percent of the purchase site will be set aside for middle-income individuals and families.

**MINUTES**

DHCD - cont'd

The Developer proposes to invest approximately \$175,704.00 per property for a total amount of \$3,162,668.00.

The properties were journalized and approved for sale on 12/22/2010.

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

The properties were priced pursuant to the appraisal policy of Baltimore City for \$6,000.00 each using the Waiver Valuation Process and will be sold for a purchase price of \$1,000.00 each.

Each property will be sold below the Waiver Valuation price for the following reasons:

- the sale will be a specific benefit to the immediate community,
- the sale will eliminate blight, and
- the properties will be returned to the City's tax rolls.

**MBE/WBE PARTICIPATION:**

The Developer will purchase these properties for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with the

**MINUTES**

DHCD - cont'd

Housing Development & Neighborhood Preservation Corporation,  
Developer, for the sale of the City-owned properties located at  
2206, 2214, 2216, 2218, 2220, 2229, 2238, 2239, 2240, 2244,  
Prentiss Place and 2200, 2212, 2216, 2218, 2220, 2226, 2228, and  
2232 Henneman Avenue.

**MINUTES**

Department of Housing and                      - Land Disposition and  
Community Development (DHCD)            Acquisition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition and Acquisition Agreement, which outlines the exchange of the property, located at 1234 W. Mosher Street (Block 0065, Lot 018), owned by S & S Realty, LLC, Developer, for a comparable property, located at 2314 E. Madison Street (Block 1607, Lot 060), owned by the Mayor and City Council.

**AMOUNT OF MONEY AND SOURCE:**

The City agrees to pay for all settlement costs associated with the property acquired by the City, not to exceed \$600.00 total.

Account: 9910-908044-9588-900000-704040

**BACKGROUND/EXPLANATION:**

The DHCD's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

S&S Realty, LLC received notice of the City's intent to demolish the property located at 1234 W. Mosher Street. Because S&S Realty, LLC intended to rehabilitate the property, a property exchange was proposed for the property located at 1234 W. Mosher Street with a comparable Mayor and City Council-owned property located at 2314 E. Madison Street an area better suited for redevelopment. The Developer will deliver good and marketable title and as a condition of the exchange, has agreed to rehabilitate the property it is receiving within 12 months from the date of settlement.

MINUTES

DHCD - cont'd

The City will receive clear and marketable title to 1234 W. Mosher Street subject to any municipal liens, in exchange for the comparable Mayor and City Council property located at 2314 E. Madison Street.

The determination of comparability is based on a valuation for both 1234 W. Mosher Street and 2314 E. Madison Street, which determined that the properties are valued at \$6,000.00 and \$7,500.00, respectively.

The liens total approximately \$0.00 and are itemized as follows:

Real Property 2018-19	\$0.00
<b>Total Liens</b>	<b>\$0.00</b>

This exchange will allow the City to more expeditiously demolish the hazardous structure and take title to the property for a redevelopment project. The property exchange is less costly than acquiring the property through tax sale foreclosure or eminent domain.

This action will further the City's effort to eliminate blight and protect the health and safety of its citizens. As such, the City has agreed to pay for all title work and associated settlement costs, on the property the City is receiving, not to exceed \$600.00.

**STATEMENT OF PURPOSE AND RATIONALE FOR TRANSFER OF PROPERTY BY MEANS OF COMPARABLE EXCHANGE:**

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The property located at 1234 W. Mosher Street was valued at \$6,000.00, while the property at 2314 E. Madison Street was valued at \$7,500.00. As such, the Developer, S & S Realty, LLC, has agreed to pay an additional \$1,500.00 toward the purchase of the property located at 2314 E. Madison Street.

**MINUTES**

DHCD - cont'd

The rationale for the exchange of properties is to ensure that the severity of blight at 1234 W. Mosher Street would be successfully eliminated, while simultaneously ensuring that a willing and able Developer could contribute to the revitalization of Baltimore City in an area better suited and poised for rehabilitation.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition and Acquisition Agreement, which outlines the exchange of the property, located at 1234 W. Mosher Street (Block 0065, Lot 018), owned by S & S Realty, LLC, Developer, for a comparable property, located at 2314 E. Madison Street (Block 1607, Lot 060), owned by the Mayor and City Council.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 3353 W. Belvedere Avenue, Block 4580, Lot 020, by gift from Tayo and Edore Akintoba, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owners agree to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owners have offered to donate to the City, title to the property located at 3353 W. Belvedere Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owners will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through November 2, 2018, other than water bills, are as follows:

## MINUTES

DHCD - cont'd

3353 W. Belvedere Avenue

Tax Sale	316341	\$5,523.07
Real Property Tax	2018-2019	70.80
Real Property Tax	2017-2018	87.36
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Miscellaneous	8271785	Included in Tax Sale
Miscellaneous	8441743	Included in Tax Sale
Miscellaneous	8444549	Included in Tax Sale
Registration	800873	<u>3,249.20</u>
Total Taxes Owed		<b>\$8,930.43</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 3353 W. Belvedere Avenue, Block 4580, Lot 020, by gift from Tayo and Edore Akintoba, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

Department of Housing and - Transfer of Funds  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Transfer of Funds to the Baltimore City Foundation.

**AMOUNT OF MONEY AND SOURCE:**

\$33,000.00

From: 9910-908134-9588 - Planning Dept. Baltimore Green Network

To: 224-00 - Care-A-Lot

**BACKGROUND/EXPLANATION:**

As the former administrator of the Care-A-Lot program, the Baltimore Planning Department's Baltimore Green Network is contributing their previously allocated fund to continue their support of Care-A-Lot.

The funds will be dispersed to participating community organizations and youth participants based on invoiced maintenance visits and work completed.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Transfer of Funds to the Baltimore City Foundation.

**MINUTES**

Department of Transportation - FY2019 Ridesharing/Commuter Assistance Program Grant

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Ridesharing/Commuter Assistance Program grant with the Maryland Department of Transportation for Fiscal Year 2019. The period of the agreement is from July 1, 2018 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$81,538.00 - 5000-518319-2303-248800-405001

**BACKGROUND/EXPLANATION:**

This Agreement will provide for continued operation of the Ridesharing/Commuter Assistance program to promote the use of alternatives to the single occupant vehicle including mass transit, carpools, and vanpools in Baltimore City.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Ridesharing/Commuter Assistance Program grant with the Maryland Department of Transportation for Fiscal Year 2019.

**MINUTES**

Department of Transportation - Developer's Agreement No. 1594

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1594 with Mid-Atlantic Lubes, L.L.C., Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$199,820.00

**BACKGROUND/EXPLANATION:**

The Developer would like to install new water service, storm drain, conduit, street lighting, and roadway improvements to its proposed new building located at 4600 O'Donnell Street. This Developer's agreement will allow the organization to do their own installation in accordance with Baltimore City standards.

A Performance Bond in the amount of \$199,820.00 has been issued to Mid-Atlantic Lubes, L.L.C. which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Developer's Agreement No. 1594 with Mid-Atlantic Lubes, L.L.C., Developer.

**MINUTES**

Department of Transportation - Amendment No. 4 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement (Amendment No. 4) with Sabra Wang & Associates, Inc., Consultant. This Amendment will extend the period of the agreement through December 10, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - increase in upset limit

**BACKGROUND/EXPLANATION:**

On June 11, 2014, the Board approved the original agreement in the amount of \$1,000,000.00. The Consultant assisted the Traffic Division with various activities such as ITS, traffic engineering services, field surveys, design for traffic signals, detector, closed circuit television traffic monitoring, variable message signs, and field condition inspection.

On May 18, 2016, the Board approved Amendment No. 1 to allow for an increase in the upset limit by \$300,000.00 to fully complete extra work.

On January 25, 2017, the Board approved Amendment No. 2 to allow for six-month time extensions and an increase in the upset limit by \$100,000.00 and a one-year time extension to fully complete extra work.

On January 10, 2018, the Board approved Amendment No. 3 to allow for an increase in the upset limit by \$500,000.00 and a one-year time extension to fully complete extra work.

This Amendment No. 4 will increase the upset limit by

**MINUTES**

Department of Transportation - cont'd

\$1,000,000.00, making the total upset limit \$2,900,000.00 and extend the period of the agreement for one additional year. This will allow for work to be continued on active tasks and follow tasks that relate to the work they have done over the past couple of years; specifically working on the design of the Fiber Optic Backbone Communications, Fiber Optic Ring and Design of ITS Devices and CCTV's.

**DBE PARTICIPATION:**

The Consultant will comply with Title 49 Code of Federal Regulations Part 26 and the DBE goal established in the original agreement.

**DBE:** 25%

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 4 to Agreement with Sabra Wang & Associates, Inc., Consultant.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 012 to Whitman, Requardt & Associates, LLP. under Project 1208 On-Call Transportation Planning/Policy/Feasibility Studies. The period of the task assignment is 6 months.

**AMOUNT OF MONEY AND SOURCE:**

\$80,057.68 - 9950-910115-9508-900020-703032

**BACKGROUND/EXPLANATION:**

This task will allow for analysis and final design for a road diet along Harford Road from Echodale Avenue to White Avenue. The scope of services includes, but is not limited to: data collection, field review, access management evaluation, conceptual design sketches, traffic modeling, community engagement and final design.

**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.

**MBE: 23%**

**WBE: 10%**

Although the Consultant has not met the MBE goal of 23%, they achieved a goal of 9% and there remains enough capacity to meet the goal. The Consultant achieved a WBE goal of 8%.

**MINUTES**

Department of Transportation - cont'd

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$100,000.00	9950-910109-9509	9950-910115-9508-3
GF (HUR)	Constr. Res. -	Design
	Hamilton District	Hamilton Business
	Complete Streets	District

This transfer will fund the costs associated with Task No. 12 on Project 1208 On-Call Transportation Planning/Policy/Feasibility Studies with Whitman, Requardt & Associates, LLP.

UPON MOTION duly made and seconded, the Board approved and authorized execution to approve the assignment of Task No. 012 to Whitman, Requardt & Associates, LLP. under Project 1208 On-Call Transportation Planning/Policy/Feasibility Studies. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the Provisions of the City Charter.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 05 to Wallace, Montgomery & Associates under Project 1225, On-Call Consultant Services for Resurfacing and Reconstruction Services. The period of the Task Assignment is one year.

**AMOUNT OF MONEY AND SOURCE:**

\$795,775.75 - 9950-915044-9527-900020-703032

**BACKGROUND/EXPLANATION:**

This task will allow for the City and the Department to implement a robust asset management program to improve and sustain, at acceptable levels, the conditions of various components of its infrastructure. The first stage of this process is asset data collection via comprehensive LiDAR data and high-resolution imagery for all City-owned streets.

**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.

**MBE: 27%**

**WBE: 10%**

The Consultant has achieved MBE of 33.00% and WBE of 11.00%.

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

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of Task No. 05 to Wallace, Montgomery & Associates under Project 1225, On-Call Consultant Services for Resurfacing and Reconstruction Services.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 06 to Wallace, Montgomery & Associate under Project 1225, On-Call Consultant Services for Resurfacing and Reconstruction Services. The period of the Task Assignment is one year.

**AMOUNT OF MONEY AND SOURCE:**

\$718,737.90 - 9950-915044-9527-900020-703032

**BACKGROUND/EXPLANATION:**

This task will allow for implementing a comprehensive asset management program and database. The scope of services includes: traffic signs, traffic signals, pedestrian signals, traffic barriers, speed bumps/rumple strips, sidewalk & paths, edge pavement, curbs, medians, driveways, alleys, pavement markings, crosswalk lanes and parking.

**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.

**MBE: 27%**

**WBE: 10%**

The Consultant has met the MBE goal of 33.00% and the WBE goal of 11.00%.

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

MINUTES

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$ 250,000.00 State Rev.	9950-914044-9528 Constr. Res. - Asset Mgmt.	
1,068,600.00 GF (HUR)	9950-910085-9509 ADA Self Evaluation	
<u>195,913.65</u>	9950-903550-9509 Neighborhood Street Reconstruction	
<b>\$1,514,513.65</b>	-----	9950-915044-9527-3 Design Asset Mgmt.

This transfer will fund the costs associated with Task Nos. 5 and 6 on Project 1225, On-Call Consultant Services for Resurfacing and Reconstruction Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 06 to Wallace, Montgomery & Associate under Project 1225, On-Call Consultant Services for Resurfacing and Reconstruction Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 018 to STV, Inc. under Project 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting Services. The period of the task assignment is 24 months.

**AMOUNT OF MONEY AND SOURCE:**

\$293,793.58 - 9950-901069-9512-900020-703032

**BACKGROUND/EXPLANATION:**

This task will provide for traffic signals for 20 locations throughout the City and preparation of bid documents for advertisement of reconstruction of 20 traffic signals. The bid documents include construction plans, bid books, permits and construction cost estimate. This proposal also includes post design services: attendance at pre-bid meeting, minutes, and the response to up to 40 requests for information.

**DBE PARTICIPATION:**

The Consultant will comply with Title 49 Code of the Federal Regulations parts 26 and the DBE goal established in the original agreement.

**DBE:** 25%

The Consultant has met 18.00% of their DBE goal and has the capacity to meet the remaining DBE goals.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Department of Transportation - cont'd

**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. 018 to STV, Inc. under Project 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting Services.

**MINUTES**

Department of Transportation - Partial Release of Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Partial Release of Retainage Agreement with Santos Construction Co., Inc., for Contract No. TR 17002, Reconstruction of Footways Citywide.

**AMOUNT OF MONEY AND SOURCE:**

\$52,976.69 - 9950-902467-9504-000000-200001

**BACKGROUND/EXPLANATION:**

All work on Contract TR 17002 is substantially completed and all punch list items are complete. The Contractor has requested a Partial Release of Retainage in the amount of \$52,976.69. The City is holding \$54,976.69 in retainage. The remaining \$2,000.00 is sufficient to protect the interest of the City. Pursuant to Section 10.04-81 of Specifications, a Final Inspection for Contract No. TR 17002 was held on September 10, 2018.

**MWBOO APPROVED THE RELEASES OF RETAINAGE.**

**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 Partial Release of Retainage Agreement with Santos Construction Co., Inc., for Contract No. TR 17002, Reconstruction of Footways Citywide.

**MINUTES**

Department of Transportation - Partial Release of Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Partial Release of Retainage Agreement to Santos Construction Co., Contract No. TR 17004, Reconstruction of Footways Citywide.

**AMOUNT OF MONEY AND SOURCE:**

\$50,353.75 - 9950-902466-9504-000000-200001

**BACKGROUND/EXPLANATION:**

All work on Contract TR 17004 is substantially completed and all punch list items complete. The contractor has requested a Partial Release of Retainage in the amount of \$50,353.75. The City is holding \$52,353.75 in retainage. The remaining \$2,000.00 is sufficient to protect the interest of the City. Pursuant to Section 10.04-81 of Specifications, a Final Inspection for Contract No. TR 17004 was held on August 6, 2018.

**MWBOO APPROVED THE RELEASE OF RETAINAGE.**

**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 Partial Release of Retainage Agreement to Santos Construction Co., Contract No. TR 17004, Reconstruction of Footways Citywide.

**MINUTES**

Department of Transportation - Partial Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Partial Release of Retainage Agreement to Manuel Luis Construction Co., Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$86,041.68 - 9950-954002-9514-000000-200001

**BACKGROUND/EXPLANATION:**

All work on Contract TR 15008RR is substantially completed and all punch list items complete. The contractor has requested a Partial Release of Retainage in the amount of \$86,041.68. The City is holding \$88,041.68 in retainage. The remaining \$2,000.00 is sufficient to protect the interest of the City. Pursuant to Section 10.04-81 of Specifications, a Final Inspection for Contract No. TR 15008RR was held on June 27, 2018.

**MWBOO APPROVED THE RELEASE OF RETAINAGE.**

**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 Partial Release of Retainage Agreement to Manuel Luis Construction Co., Inc.

MINUTES

EXTRA WORK ORDER

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Extra Work Order

as listed on the following page:

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The EWO was reviewed and approved  
by the Department of Audits, CORC, and  
MWBOO unless otherwise indicated.

**MINUTES****EXTRA WORK ORDER**

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

Department of Transportation

1. EWO #007, (\$132,290.08) - TR 00045, Rehabilitation of Orleans Street from Central Avenue to Wolfe Street  

\$6,158,714.40	\$91,559.60	M. Luis Construc-	-	100%
		tion Co., Inc.		

This Final EWO No. 7, is for TR 00045, Rehabilitation of Orleans Street from Central Avenue to Wolfe Street. As a result of completing the project closeout audit, this final EWO represents a net credit in the amount of \$132,290.08.

This Final EWO reconciles contract bid items. The reconciliation includes overrun and underrun adjustments for items used during the project.

**DBE PARTICIPATION:**

The Contractor exceeded the established 30% DBE goal, achieving 36.43% DBE participation.

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Bowen & Kron Enterprises, Inc.	\$8,000,000.00
J.C.M. Control Systems, Inc.	\$1,500,000.00
Willy General Contractors, LLC	\$1,500,000.00

2. Prequalification of Architects and Engineers

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

Dewberry Engineers, Inc.	Engineer Landscape Architect Land Survey
Environ-Civil Engineering, Ltd.	Engineer
Gale Associates, Inc.	Engineer Architect
Infrastructure Technologies, LLC	Engineer

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

**MINUTES**Health Department - Agreements, Intergovernmental Agreement, and Amendment to Agreements

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

AGREEMENTS

1. **CHASE BREXTON HEALTH SERVICES, INC.** **\$112,670.00**

Account: 5000-569719-3023-273317-603051

Chase Brexton Health Services, Inc. will provide outpatient diagnostic, preventive and therapeutic Oral Health Services to be rendered by dental health care professionals, including general dental practitioners, dental specialists, dental hygienists and licensed dental assistants. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration (PHPA) programmatically manages Ryan White Part B HIV/AJDS State Special Services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

2. **BEHAVIORAL HEALTH SYSTEM BALTIMORE, INC.** **\$397,000.00**

Account: 1001-000000-3070-771300-603050

The Law Enforcement Assisted Diversion (LEAD) Program is a voluntary pre-booking diversion program that allows law enforcement officers to redirect low-level offenders engaged in drugs and prostitution activity to community based

## MINUTES

Health Department - cont'd

behavioral health services. LEAD provides a way for public safety officials to work with behavioral health providers by diverting low-level drug offenders to treatment and support services rather than jail and prosecution.

Behavioral Health System Baltimore, Inc. will work with two sub-vendors, Baltimore Crisis Response and the Baltimore City State's Attorney's office to serve the needs of up to 70 LEAD clients. The period of the agreement is October 1, 2018 through June 30, 2019.

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

3. **JOHNS HOPKINS UNIVERSITY, BLOOMBERG** **\$104,060.00**  
**SCHOOL OF PUBLIC HEALTH**

Account: 4000-483319-3160-308000-603051

The purpose of the Teen Dating Violence/Youth Violence (TDV/YV) Project is to reduce teen dating violence and other forms of youth violence in Baltimore City by implementing a multifaceted primary prevention approach. To achieve this goal, the Department's Dating Matter's Program will address shared risk and protective factors that exist across multiple forms of youth violence.

The Dating Matter's Program will collaborate with Johns Hopkins Bloomberg School of Public Health to perform an evaluation of this new School-Based Violence Prevention Project. The Program will be implemented in 4 schools, starting with the 9th grade class in one school. Each year, an additional school (9<sup>th</sup> grade class will be added) and an additional grade for the existing school.

The agreement is late because budget revisions delayed processing.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd4. **MOUNT PLEASANT CHURCH AND MINISTRIES** \$ 4,428.00

Account: 4000-499019-3023-513200-603026

The Department will collaborate with Sisters Together and Reaching, Inc. (STAR), John Hopkins University Center for AIDS Research (CFAR) and the Prevention Training Center (PTC) to organize the 4<sup>th</sup> Annual Outreach Conference, at Mount Pleasant Church and Ministries.

Program partners will discuss various changes in the field of HIV, STI, and Hepatitis C (HCV) prevention, care, treatment, and other support services. This training will also examine a plethora of ways to bridge the gap between community needs and agency initiatives; it will also serve as a networking opportunity for agencies to become familiar with other programs that offer similar services. The period of the agreement is March 28, 2019 through March 29, 2019 from 8:00 a.m. to 4:00 p.m.

5. **MARYLAND DEPARTMENT OF THE ENVIRONMENT (MDE)** \$600,000.00

Account: 4000-426019-3031-579200-404001

The funds from the MDE will be made available to the Department to expand community-based Childhood Lead Poisoning Prevention programs in Maryland.

The Department will conduct Childhood Lead Poisoning Prevention case management and primary prevention activities and provide case management and environmental investigations, in accordance with the MDE approved protocol. In addition, the Department will provide early intervention and coordination with State and local agencies. It will also provide data management, as required for Baltimore City surveillance of childhood lead poisoning, and continued enforcement activities in accordance with all relevant Federal and State statutes and regulations. The period of the agreement is September 30, 2018 through September 29, 2019.

## MINUTES

Health Department - cont'd

6. **G. S. HOUSING, INC.** **\$33,580.00**

Account: 4000-432919-3255-761200-604014

The organization will provide nutritional meal services to elderly residents at the Belvedere Green Apartments located at 1651 E. Belvedere Avenue. The organization will serve weekday and weekend dinner meals to 23 elderly clients at a cost of \$4.00 per meal.

All meals will be reviewed by a licensed dietitian or licensed nutritionist and/or the Maryland Department on Aging, allowing periodic menu conferences between a representative of the Provider and the Department as requested by either party. The period of the agreement is October 1, 2018 through September 30, 2019.

The agreement is late because it was recently completed by the Department.

INTERGOVERNMENTAL AGREEMENT (IGA)

7. **BALTIMORE COUNTY, MARYLAND** **\$ 0.00**

The agreement establishes an administrative mechanism to allocate funds received by the City under Part A of the Ryan White HIV/AIDS Treatment Extension Act of 2009 for Baltimore City, Baltimore County, Anne Arundel County, Carroll County, Harford County, Howard County, and Queen Anne's County. Funding allocations for Baltimore City and Baltimore County will be based on the severity of need for outpatient and ambulatory care services in each area and the health and support services needed in each area. Subject to the appropriations, the City and County will maintain the level of HIV-related services equal to the level of funding. The

## MINUTES

Health Department - cont'd

period of the agreement is March 1, 2018 through February 28, 2019.

The IGA is late because of a delay in the administrative review and signature process.

8. **BEHAVIORAL HEALTH SYSTEM BALTIMORE, INC. \$163,149.00**

Account: 5000-505419-3070-268400-603051

The Opioid Intervention Team services will include, but are not limited to engaging overdose survivors who chose not to be transported to the hospital, responding to spikes in non-fatal overdoses; providing real-time referrals to the City's mobile treatment clinics; and canvassing neighborhoods with high rates of non-fatal overdoses. The period of the agreement is July 1, 2018 through June 30, 2019.

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

**MWBOO GRANTED A WAIVER.**

AMENDMENT TO AGREEMENT

9. **HEALTHCARE ACCESS MARYLAND, INC. \$235,455.00**

Account: 6000-606918-3070-268400-603051

On July 25, 2018, the Board approved the original agreement in the amount of \$529,913.00 for the period May 1, 2018 through April 30, 2019.

The Department received a grant for additional program services. The amendment increases the original agreement by \$235,455.00, making the total amount \$765,368.00.

**MINUTES**

Health Department - cont'd

The agreement is late because budget revisions delayed processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above listed agreements and amendment to agreements. The President **ABSTAINED** on Item No. 3 and Item No. 4.

**MINUTES**

Health Department - Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA). The period of the NGA is July 1, 2018 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$	600,090.00	-	5000-533619-3255-767500-405001
	193,502.00	-	5000-533119-3254-767300-405001
	193,920.00	-	5000-534119-3044-767900-405001
	108,409.00	-	5000-535519-3254-768100-405001
	144,586.00	-	5000-533519-3044-767400-405001
	<u>\$1,240,507.00</u>		

**BACKGROUND/EXPLANATION:**

This NGA will allow the Department to accept and utilize funds received from the MDoA for State funded programs. These funds will provide a variety of services for older adults residing in the City.

The NGA is late because of administrative delays.

**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 acceptance of the Notification of Grant Award from the Maryland Department of Aging.

**MINUTES**

Health Department - Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging. The period of the NGA is July 1, 2018 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$1,458,981.00 - 5000-535419-3044-768000-405001

**BACKGROUND/EXPLANATION:**

This NGA will allow the Department to accept and utilize funds received from the MDoA for State funded programs. These funds will provide a variety of services for older adults residing in the City.

The NGA is late because of administrative delays.

**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 Notification of Grant Award from the Maryland Department of Aging.

**MINUTES**

Baltimore Police Department - Professional Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Professional Services Agreement with the Institute for Forensic Psychology (Contractor). The period of the agreement is effective upon Board approval for one year with two additional 1-year renewal options.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 1001-000000-2003-195500-603018

**BACKGROUND/EXPLANATION:**

The Baltimore Police Department requires professional psychological services for pre-employment screening evaluations that are critical to its efforts to recruit and retain police officers and civilian personnel to fulfill its mission to provide for the safety and well-being of the Baltimore City community. The Contractor has expertise in the provision of these services and in the past has provided these services to other law enforcement agencies in the Baltimore metropolitan area. The Contractor will provide these services on a non-exclusive basis.

**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 Professional Services Agreement with the Institute for Forensic Psychology.

**MINUTES**

Mayor's Office of Employment - Governmental/Charitable  
Development (MOED)                      Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to allow the Mayor's Office of Employment Development (MOED), the Mayor of Baltimore City, the Mayor's senior staff, and City Council members to solicit donations for the 2019 YouthWorks Program. The period of the campaign will be effective upon Board of Estimates approval through October 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

There are no general funds associated with this request.

**BACKGROUND/EXPLANATION:**

The YouthWorks Program is a Baltimore City government-sponsored program administered by MOED. Each year, the program places several thousand City youth between the ages of 14 - 21 in a five week, 25 hours per week, paid work experience. The younger teens, 14 - 15 years of age, that have little or no previous work history are placed at highly structured public sector worksites where they learn basic workplace skills and develop positive work habits. These teens are paid minimum wages for hours worked and are issued City of Baltimore checks via the City's HRIS/payroll system. Over 400 non-profit community-based organizations, as well as many City and State agencies, provide supervised worksites for these youth.

Older youth, 16 years of age and older, have the chance to work in private industry and are matched to jobs in their area of career interest. Businesses that agree to participate in YouthWorks hire the pre-screened youth and put them on their payroll at wages commensurate with their work assignment.

## MINUTES

MOED - cont'd

MOED oversees all aspects of the program's operation including youth registration/job assignment, hosting, and worksite development, job development and job match, site monitoring, and all payroll functions.

Persons to be solicited include private and non-profit employers, philanthropic organizations, citizens, and City and State employees. Solicitation strategies to these groups will include: media outreach, as well as direct mail from the Mayor, the Mayor's personnel, staff of MOED, and the YouthWorks Leadership Team, which includes the Hire One Youth Leadership Team. Solicitations will occur through presentations and support of special fundraising activities with proceeds going to support the YouthWorks program.

A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

**MINUTES**

MOED - cont'd

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to allow the Mayor's Office of Employment Development, the Mayor of Baltimore City, the Mayor's senior staff, and City Council members to solicit donations for the 2019 YouthWorks Program. The Mayor **ABSTAINED**.

**MINUTES**

Office of the State's Attorney - Grant Award Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a Grant Award Renewal from the State of Maryland - Governor's Office of Crime Control and Prevention (GOCCP) entitled Sexual Assault Prosecution. The period of the renewal is October 1, 2018 through September 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$110,500.00 - 5000-584519-1150-118000-601001  
36,835.00 - 1001-000000-1150-118000-601001 - Cash Match

**BACKGROUND/EXPLANATION:**

The Office of the State's Attorney for the Baltimore City's victim Center Sexual Assault Prosecutor will be responsible for improving sexual assault prosecutorial outcomes and for coordinating with victim services. The Attorney will have at least six years of prosecutorial experience including the successful prosecution of sexual assault cases. Funds will cover personnel salary and fringe benefits.

This request is being submitted late because it wasn't received from the grantor prior to the effective date.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Award Renewal from the State of Maryland - Governor's Office of Crime Control and Prevention entitled Sexual Assault Prosecution.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 22 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The period of the Task Assignment is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$9,494.19 - 9938-911093-9474-9000000-703032

**BACKGROUND/EXPLANATION:**

This task will include Engineering design Services for Clifton Park/Rita Church Athletic Field.

**MBE/WBE PARTICIPATION:**

Including this task, the Consultant has achieved:

**MBE:** 34.29%

**WBE:** 5.18%

**MWBOO FOUND CONSULTANT IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Recreation and Parks - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$10,000.00</b>	9938-910093-9475	9938-911093-9474
State (Program	FY18 Clifton Park	FY18 Clifton Park
Open Space)	Improvements	Improvements
	(Reserve)	(Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232, Task No. 22, to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 22 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the Provisions of the City Charter.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 20 to GWWO, Inc. under Project No. 1234, On-Call Design Services. The period of the Task Assignment is 9 months.

**AMOUNT OF MONEY AND SOURCE:**

\$22,006.84 - 9938-915051-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include design services for Winans Meadow Nature Center.

**MBE/WBE PARTICIPATION:**

Including this task, the Consultant has achieved:

**MBE:** 16.46%

**WBE:** 18.82%

**MWBOO FOUND CONSULTANT IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Recreation and Parks - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$22,000.00</b>	9938-913051-9475	9938-915051-9474
State (Program	Winans Meadow	Winans Meadow
Open Space)	Nature Center	Nature Center
	Center (Reserve)	Center (Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1234, Task No. 20, to GWWO, Inc.

UPON MOTION duly made and seconded, the Board approved and authorized execution to approve the assignment of Task No. 20 to GWWO, Inc. under Project No. 1234, On-Call Design Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. MJRE, LLC	811 N. Gilmor Street	G/R \$82.00	\$ 751.00
Funds are available in account no. 9910-908636-9588-900000-704040, FY 17 CORE Demo Project.			
2. Kevin Warren and Emma Ford (fka Emma Warren)	3123 Woodland Avenue	L/H	\$14,500.00
Funds are available in account no. 9910-903183-9588-900000-704040.			
3. Eutaw Place, LLC	2205 Prentiss	G/R Place	\$ 880.00 \$96.00
Funds are available in account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
4. Madison Bank of Maryland f/k/a Northeastern Bohemian Savings & Loan Association	2209 Prentiss Place	G/R \$72.00	\$ 660.00
Funds are available in account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
5. Sandel Investments, LLC	2211 Prentiss Place	G/R \$37.00	\$ 339.00
Funds are available in account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
DHCD - Options - cont'd			
6. Herbert E. Cohen (Deceased) and Helen Cohen	2215 Prentiss Place	G/R \$ 72.00	\$ 480.00
Funds are available in account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
7. William A. Grant	2700 Kennedy Avenue	G/R \$ 90.00	\$ 825.00
Funds are available in account no. 9910-908044-9588-900000-704040, Abbotston Park Site.			
8. Donnell McFadden Personal Repre- sentative of the Estate of Woodrow McFadden	1128 W. Saratoga Street	F/S	\$41,000.00
Funds are available in account no. 9910-914135-9588-900000-704040, Poppleton Project, Phase 4.			
9. Lawrence Alfred Behner (Deceased) and Ann Bunce Behner	2700 Tivoly Avenue	G/R \$ 90.00	\$ 600.00
10. Robert Charles Hunter, Personal Representative of the Estate of William Randolph Hunter, Sr.	2710 Tivoly Avenue	G/R \$120.00	\$ 800.00

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
DHCD - <u>Options</u> - cont'd			
11. Pacific Enterprises, LLC	2713 Tivoly Avenue	G/R \$96.00	\$ 880.00
12. AG Investments, LLC	2717 Tivoly Avenue	G/R \$ 56.00	\$ 373.34
13. Lloyd Lewis and Narcissus E. Lewis	2726 Tivoly Avenue	G/R \$120.00	\$ 800.00
14. Ellen G. Politzer	2742 Tivoly Avenue	G/R \$ 84.00	\$ 770.00
15. Madison Bank of Maryland	2744 Tivoly Avenue	G/R \$ 84.00	\$ 770.00
16. Rusch, LLC	2748 Tivoly Avenue	G/R \$ 96.00	\$ 880.00
17. Madison Bank of Maryland	2760 Tivoly Avenue	G/R \$ 90.00	\$ 825.00
18. William S. Braverman and Ethel Braverman	2768 Tivoly Avenue	G/R \$120.00	\$ 1,000.00

Funds are available in account no. 9910-904326-9588-900000-704040, CHM 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.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission of Condemnation/Approval of Option</u>			
19. Marcel Gardner	618 E. Biddle Street	L/H	\$21,404.00

Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.

On November 23, 2016, the Board approved the acquisition of the \$19,458.00 leasehold interest, by condemnation, in the property located at 618 E. Biddle Street. Since the original Board approval, the owner has negotiated an agreeable sale price for 618 E. Biddle Street and would like to proceed with a voluntary settlement. Therefore, the Board is requested to rescind the prior condemnation approval and approve the option agreement for 618 E. Biddle Street in the amount of \$21,404.00.

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.

DHCD - Condemnations

20. Alvin Gordon	1100 N. Patterson Park Avenue	F/S	\$ 1,575.00
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Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.

21. Beverlie Burke	1106 N. Patterson Park Avenue	L/H	\$ 975.00
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Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
22. G.H. Goldberg, LLC	2201 Prentiss Place	G/R \$60.00	\$ 400.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040			
23. Willard Avenue, LLC	2201 Prentiss Place	L/S	\$ 923.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.			
24. Madeline Foreman	2203 Prentiss Place	L/H	\$ 366.00
Prentiss Realty, Inc.	2203 Prentiss Place	G/R \$120.00	\$ 800.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.			
25. Madeline Foreman	2207 Prentiss Place	L/H	\$ 806.00
Underwood Properties, Inc.	2207 Prentiss Place	Sub-G/R \$120.00	\$ 360.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
26. The C Cents Company	2209 Prentiss Place	L/H	\$ 686.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
27. Michael Misowitz and Edward Misowitz	2216 Prentiss Place	F/S	\$ 1,166.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
28. Montie Pasha and Lucille Pasha	2217 Prentiss Place	F/S	\$ 1,166.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.			
29. The Estate of Lou J. Jackson, Deceased	2219 Prentiss Place	F/S	\$ 1,166.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.			
30. Myesha Glenn	2205 Henneman Avenue	L/H	\$ 2,560.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.			
31. Rus Tone Properties, LLC	2223 Henneman Avenue	L/H	\$ 3,300.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
32. Tracey A. Stewart	2231 Henneman Avenue	L/H	\$ 2,800.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
33. Stephen Dukhi Yoo and Han Sup Yoo	900 N. Gilmor Street	F/S	\$24,000.00
Funds are available in account no. 9910-908636-9588-900000-704040, FY 17 CORE Demo Project.			
34. S. Goldberg- Custodian, LLC	1816 W. Saratoga Street	Sub-G/R	\$ 200.00 \$24.00
Funds are available in account no. 9910-908636-9588-900000-704040, FY 17 CORE Demo Project.			
35. JAMAR Properties	1025 W. Mulberry Street	F/S	\$14,500.00
Funds are available in account no. 9910-914135-9588-900000-704040, Poppleton Project, Phase 4.			
36. Aisha Murray	1601 Normal Avenue	L/H	\$ 3,466.00
37. Morton L. Goss and Helene F. Goss, Trustees	1605 Normal Avenue	F/S	\$ 4,000.00
38. Michael King	1613 Normal Avenue	L/H	\$ 3,600.00
39. David Sabah	1615 Normal Avenue	L/H	\$ 3,000.00
Funds are available in account no. 9910-904177-9588-900000-704040, Gateway Park Project.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
40. James Smith, Harriet Fletcher, Helen Davis, Russell Smith, Ruth Smith, Olivia Smith, and Mae Simms	1618 W. Lafayette Avenue	L/H	\$13,400.00

Funds are available in account no. 9910-905640-9588-900000-704040, FY 17 CORE Demo Project.

DHCD - Condemnations or Redemptions

41. Peter Ben Ezra and Julia Ben Ezra	2773 Tivoly Avenue	G/R \$96.00	\$ 640.00
Funds are available in City Funds, account no. 9910-904326-9588-900000-704040, CHM Project.			
42. The Colonial Title Guarantee Company	1106 N. Patterson Park Avenue	G/R \$90.00	\$ 600.00

Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Hoen Parking Project.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations or Extinguishments</u>			
43. Bernard Polakoff, Deceased	2207 Prentiss Place	G/R \$66.00	\$ 440.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
44. MAL Realty, Inc.	2223 Henneman Avenue	G/R \$30.00	\$ 200.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
45. Unknown	2231 Henneman Avenue	G/R \$30.00	\$ 200.00
Funds are available in City Funds, account no. 9910-904177-9588-900000-704040, Hoen Parking Project.			
46. The Washington Loan and Trust Company	2714 Tivoly Avenue	G/R \$56.00	\$ 373.33
Funds are available in CDBG Funds, account no. 9910-904326-9588-900000-704040, CHM Project.			

The Board is requested to approve acquisition of the ground rent interest (item nos. 41 - 46) by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for these properties.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payments of Settlements</u>			
47. Margaret Logan and Andre Lewis	2762 Fenwick Avenue	F/S	\$50,000.00

On September 25, 2017, the City filed a condemnation action to acquire the Fee Simple interest in the real property located at 2762 Fenwick Avenue, Baltimore, Maryland in the amount of \$2,000.00, based upon the higher of two independent appraisal reports (later reappraised at \$5,000.00). The Fee Simple interest holder filed an Answer contesting the fair market and value and making a claim for lost rent and provided a report that appraised the property and lost rent at \$110,560.00. As a result of a settlement during a Bench Trial, the parties agreed to a settlement amount of \$52,000.00. Thus, the Board is requested to approve an additional \$50,000.00 (\$52,000.00 less the previous approval amount of \$2,000.00).

Funds will be drawn from account no. 9910-904326-9588-900000-704040.

48. U238, LLC	1201 W. Lexington Street	L/H	\$10,250.00
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On October 27, 2017, the City filed a condemnation action to acquire the Leasehold interest in the real property located at 1201 W. Lexington Street Baltimore, Maryland in the amount of \$25,250.00, based upon the higher of two independent appraisal reports and later, a pre-trial conference where the parties agreed to a settlement amount of \$35,500.00 after the Leasehold interest holder filed an Answer contesting the fair market value (they provided a report that appraised the property at \$50,000.00). Thus, the Board is requested to approve an additional \$10,250.00 (\$35,500.00 less the previous approval amount of \$25,250.00).

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payments of Settlements - cont'd</u>			

Funds will be drawn from account no. 9910-914135-9588-900000-704040, Poppleton Project Area.

UPON MOTION duly made and seconded, the Board approved the Options, Rescission of Condemnation/Approval of Option, Condemnations or Redemptions, Condemnations or Extinguishments, and Payments of Settlements.

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

\* \* \* \* \*

On the recommendations of the City agencies  
hereinafter named, the Board,

UPON MOTION duly made and seconded,  
awarded the formally advertised contracts  
listed on the following pages:

140 - 143

to the low bidder meeting specifications,  
or reject the bid on those as indicated  
for the reasons stated.

The President voted **NO** on Item No. 2 and Item No. 3

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- 1. B50005612, Aluminum Sulfate                      USALCO, LLC                      \$3,000,000.00

(DPW - Water & Waste Water)

**MBE/WBE PARTICIPATION:**

On November 16, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- 2. B50005363, Tree Maintenance Services                      \$7,000,000.00

Forest Valley Tree & Turf, LLC

Pittman's Tree & Landscaping, Inc.

**MBE/WBE PARTICIPATION:**

On July 13, 2018, MWBOO set goals of 7% MBE and 4% WBE. Forest Valley Tree & Turf, LLC was found compliant on September 26, 2018. Pittman's Tree & Landscaping, Inc. was found non-compliant on September 26, 2018 and award is recommended subject to vendor coming into compliance within ten days.

**MWBOO SET GOALS OF 8% MBE AND 4% WBE.**

a. Forest Valley Tree & Turf, LLC

<b>MBE:</b> L. Johnson Tree Services	\$0.00	25%
<b>WBE:</b> A1 Environmental and Safety Training, LLC	\$0.00	<u>4%</u>
<b>Total</b>		<b>29%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement - cont'db. Pittman's Tree & Landscaping, Inc.

The Vendor requested a waiver of both MBE and WBE goals, however, the Vendor did not make a good-faith effort in order to receive approval.

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

3. B50005472, Janitorial Services for Groups 1-6 **\$6,132,070.00**

## a. Broadway Services, Inc.

Group 1: \$1,290,757.32

Group 2: \$1,229,650.56

## b. C.J. Maintenance, Inc.

Group 3: \$ 438,715.15

## c. Multicorp, Inc.

Group 4: \$1,867,734.00

## d. Golden Gate Service, Inc.

Group 5: \$ 646,549.51

Group 6: \$ 658,663.32

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSa. Broadway Services, Inc.

<b>MBE:</b> Baltimore Janitorial and Management Service	\$0.00	15%
<b>WBE:</b> Commercial Maintenance Solutions, LLC	\$0.00	<u>10%</u>
<b>Total</b>		<b>25%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**b. CJ Maintenance, Inc.

<b>MBE:</b> CJ Maintenance, Inc.	\$0.00	7%
<b>WBE:</b> Corporate Business Solutions Group, Inc. JSD Cleaning Services, Inc.** D & L Foreclosure Cleanup, LLC**	\$0.00	

The bidder did not meet the MBE or WBE goals for this contract. Pursuant to Article 5 §28-48, the bidder must specify whether the subcontractor is a minority business enterprise or a woman's business enterprise. The bidder did not indicate whether the subcontractor was an MBE or WBE on the Part B Statement of intent forms. The President voted **NO**.

\*Indicates Self-Performance.

\*\* The companies are certified as both MBE and WBE.

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement - cont'dc. Multicorp, Inc.

<b>MBE:</b> CJ Maintenance, Inc.	\$0.00	15%
<b>WBE:</b> My Cleaning Co.	\$0.00	<u>10%</u>
<b>Total</b>		<b>25%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**d. Golden Gate Service, Inc.

<b>MBE:</b> Boonerang Consulting, LLC.	\$0.00	10%
CJ Maintenance, Inc.	\$0.00	<u>15%</u>
<b>Total</b>		<b>25%</b>

<b>WBE:</b> Fitch Co. Cleaning Supplies & Equipment/ The Fitch Dustdown Company	\$0.00	2.5%
D&T Cleaning Service*	\$0.00	<u>0.0%</u>
<b>Total</b>		<b>2.5%</b>

\*The bidder did not meet the WBE goal for this contract, as D&T Cleaning is not a certified WBE (expired June 16, 2018); therefore, there was no participation credit given for utilization. NOTE: The bidder submitted Part C Statement of Intent to Self-Perform; however, the bidder was not seeking participating credit. The bidder is not a certified MBE/WBE.

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**MINUTES**Department of Human Resources - Consultant Agreements

The Board is requested to approve and authorize execution of the Consultant Agreements for the below listed Hearing Officers. The period of the Agreement is effective upon Board approval for one year, unless terminated sooner by one of the parties.

1. JOHN WOODS	\$7,000.00
2. SARAH MILLER ESPINOSA	\$7,000.00
3. JULIE C. JANOFSKY	\$7,000.00
4. ANDREA K. THOMPSON	\$7,000.00

Account: 1001-000000-1603-172500-603026

The cost incurred for each hearing is charged to the appellant's agency. The Hearing Officer rates are \$230.00 for the first session, \$192.50 for each succeeding session (session lasting no more than 3 hours), and \$330 for each written report.

**BACKGROUND/EXPLANATION:**

The Baltimore City Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after termination of the probationary period. The Hearing Officer presides over these investigations and submits a recommendation to the Civil Service Commissioners for approval.

The Hearing Officers will fulfill the Civil Service Commission's need relative to the appeals process for terminations, demotions and suspensions.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

MINUTES

Department of Human Resources - TRANSFER OF LIFE-TO-DATE 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. Nikiria Stinson.

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>Donors</u>	<u>Days</u>
Horace Davis	5
Che' Evans	5
Angela Jackson	5
Kamau Makini	2
Jovia Rwomushana	2
Raeann Sanchez	2
Kirit Shah	3
Alisa Underwood	1
Dana Wicks	5
<b>Total</b>	<b><u>30</u></b>

Ms. Stinson is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Stinson to remain in pay status.

**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. Nikiria Stinson.

**MINUTES**Department of Human Resources - Personnel Matters

The Board is requested to approve all of the Personnel matters below:

Mayor's Office of Community Engagement1. Reclassify the following vacant position:

Position No.: 46682

From: Criminal Justice Associate  
Job Code: 00111  
Grade: 903 (\$45,153.00 - \$72,204.00)

To: Operations Officer I  
Job Code: 00085  
Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$66,996.00 - 1001-000000-1250-779300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Employees' Retirement System2. Reclassify the following vacant position:

Position No.: 48275

From: Analyst/Programmer II  
Job Code: 33144  
Grade: 092 (\$51,800.00 - \$63,075.00)

To: Agency IT Specialist I  
Job Code: 33147  
Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$27,698.00 - 6000-604019-1520-168600-601001

## MINUTES

DHR - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

**THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.**

UPON MOTION duly made and seconded, the Board approved the above-listed Personnel matters.

**MINUTES**

Department of Finance - Modifications of Amounts Charged to  
Install Telecommunications Facilities on  
City Rights-of-Way

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**ACTION REQUESTED BY B/E:**

The Board is requested to approve modifications to the amounts charged to install telecommunication facilities on City rights-of-way (ROW). The proposed fees are the actual and established base costs involved in regulating the initial installation of a telecommunication facility on city rights-of-way.

The Department requests that the proposed modifications to the amounts charged to install telecommunication facilities on City Right-of-Ways take effect upon the effective date of the FCC Declaratory Ruling and Third Report and Order released on September 27, 2018.

**AMOUNT OF MONEY AND SOURCE:**

This action does not involve the expenditure of City funds.

**BACKGROUND/EXPLANATION:**

Appendix 1 details the proposed fees, to be known as the "Base Charges," which are one-time charges for the initial installation of a telecommunication facility on public rights-of-way. To account for the recurring costs associated with a given installation, the Department proposes an annual charge of \$270.00.

In addition to the Base Charges and the recurring annual charge noted above, additional fees will be charged to reflect the actual cost incurred by the City when a particular installation requires additional services; that is, services that are required to be performed in addition to those services that are always performed and included in the Base Charges. For example, not all installations involve weekend installations or will interrupt the

## MINUTES

Department of Finance - cont'd

parking of vehicles at parking meters on a block face. When those types of activities arise, it may result in charges in addition to the Base Charges, which will be approved by the Board of Estimates as appropriate.

On September 27, 2018, the Federal Communications Commission promulgated additional rules and guidelines to supplement existing regulations involving the installation of telecommunication facilities. Among other things, the new rules, which become effective January 14, 2019, limit the amount and type of fees that can be charged by local governments for the use of public rights-of-way. The FCC ruling presumes that local governments will not charge amounts that exceed certain "safe harbor" amounts:

- "(a) \$500.00 for a single up-front application that includes up to five Small Wireless Facilities, with an additional \$100.00 for each Small Wireless Facility beyond five, and
- (b) \$270.00 per Small Wireless Facility per year for all recurring fees, including any possible ROW access fee or fee for attachment to municipally-owned structures in the ROW."

According to the ruling, fees that exceed these "safe harbors" can only prevail by showing that the fees charged are:

- "(1) a reasonable approximation of costs,
- (2) those costs themselves are reasonable, and
- (3) are non-discriminatory."

With this standard in mind, the City hired CTC Technology & Energy to help establish the costs associated with the City's program. CTC collected cost data from the departments and agencies involved in the program, analyzed the data, and provided results. The results were reviewed by Finance, which resulted in further refinement of the associated costs.

MINUTES

Department of Finance - cont'd

Appendix 1: Base Charges per facility installation

Installation only: \$4,600.00

Installation with new or replacement pole: \$4,670.00

UPON MOTION duly made and seconded, the Board approved the modifications to the amounts charged to install telecommunication facilities on City rights-of-way.

MINUTES

President: "There being no more business before the Board, we will recess to bid opening at 12:00 noon. Thank you."

\* \* \* \* \*

**MINUTES**

Clerk: "Good Afternoon the Board of Estimates is now in session for the receipts 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 Addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Department of General Services - GS 15838, City Hall Elevators Renovations  
**BIDS TO BE RECV'D: 01/30/2019**  
**BIDS TO BE OPENED: 01/30/2019**

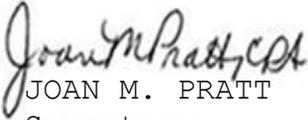
Department of Procurement - B50005562, Website Hosting Management and Maintenance Support  
**BIDS TO BE RECV'D: 01/23/2019**  
**BIDS TO BE OPENED: 01/23/2019**

Clerk: "We do not have any other Bids to open today. So, if you are here for any other Bids, we do not have any to open."

MINUTES

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 16, 2019.



JOAN M. PRATT  
Secretary